

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

TAB	DESCRIPTION	ACTION
1	FY 2009 ALLOCATION Center for Advanced Energy Studies (CAES)	Motion to approve
2	CAES PRESENTATION	Information item
3	NCAA ACADEMIC PROGRESS RATE (APR)	Information item
4	FY 2008 INTERCOLLEGIATE ATHLETIC REPORTS a. Boise State University b. Idaho State University c. University of Idaho d. Lewis-Clark State College	Information item
5	FY 2009 STUDENT HEALTH INSURANCE a. Boise State University b. Idaho State University c. Lewis-Clark State College	Information item
6	FY 2009 OPERATING BUDGETS	Motions to approve
7	FY 2010 LINE ITEMS	Motions to approve
8	UNIVERSITY OF UTAH CONTRACT	Motion to approve
9	BOISE STATE UNIVERSITY Boise Office Equipment Sponsorship	Motion to approve
10	BOISE STATE UNIVERSITY Dodge Sponsorship	Motion to approve
11	BOISE STATE UNIVERSITY Law Enforcement Contract	Motion to approve
12	BOISE STATE UNIVERSITY Peak Media Agreement	Motion to approve

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TAB	DESCRIPTION	ACTION
13	BOISE STATE UNIVERSITY Center for Environmental Science & Economic Development - Project	Motion to approve
14	BOISE STATE UNIVERSITY American Campus Communities –Student Housing Update	Information item
15	IDAHO STATE UNIVERSITY Emergency Notification System	Motion to approve
16	UNIVERSITY OF IDAHO Auen Property Acquisition	Motion to approve
17	UNIVERSITY OF IDAHO Transit Services Agreement	Motion to approve
18	UNIVERSITY OF IDAHO Health and Welfare Benefits Consulting Services Contract	Motion to approve
19	UNIVERSITY OF IDAHO Harbor Center Lease	Motion to approve
20	UNIVERSITY OF IDAHO West Virginia University & IRF Agreement	Motion to approve
21	UNIVERSITY OF IDAHO Renovation of SUB Ballroom	Motion to approve
22	UNIVERSITY OF IDAHO Renovation of Recital Hall – Music Building	Motion to approve

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TAB	DESCRIPTION	ACTION
23	UNIVERSITY OF IDAHO Improvement to Archival Facilities - Library	Motion to approve
24	UNIVERSITY OF IDAHO ICLES (Dairy) Update	Information item
25	UNIVERSITY OF IDAHO Settlement Agreement	Motion to approve
26	OPPORTUNITY SCHOLARSHIP	Motions to approve
27	FY 2009 CENTER FOR ADVANCED ENERGY STUDIES (CAES)	Motion to approve
28	LEWIS-CLARK STATE COLLEGE Property Purchases	Motion to approve

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SUBJECT

FY 2009 Allocation for the Center for Advanced Energy Studies (CAES)

REFERENCE

April 2008

SBOE postponed to the June Board meeting the allocation of the state funding for the CAES project

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.S.
House Bill 610

BACKGROUND

At the April Board meeting, the SBOE approved the allocation of the FY 2009 legislative appropriations contained in House Bill 610 for Boise State University (BSU), Idaho State University (ISU), University of Idaho (UI), Lewis-Clark State College (LCSC), and system-wide needs. The Board postponed the allocation of state funding for the CAES project because an agreement had not been met between BSU, ISU and UI. The Board directed the presidents and Vice Presidents of Research at the three universities to determine the allocation for the CAES project and bring that allocation to the Board at the June Board meeting.

DISCUSSION

The universities agreed to use Federal carry forward funds from 2006 and 2007 to supplemental BSU and UI so that the total funding for all three institutions are equal. This approach will provide the funding for personnel costs consistent with the plan provided to the State, and by using the Federal funds, an equitable split is achieved overall.

IMPACT

The table below shows the amounts of Federal funds provided to each university for years 2006 through 2008 along with the allocation of State funds for 2009.

	Federal 2006	Federal 2007	Federal 2008	State 2009	Institutional Totals
BSU	\$978,000	\$150,000	\$205,023	\$512,683	\$1,845,706
ISU	\$978,000	\$150,000	\$24,821	\$692,885	\$1,845,706
UI	\$978,000	\$150,000	\$320,156	\$397,550	\$1,845,706
Totals	\$2,934,000	\$450,000	\$550,000	\$1,603,118	

The Federal carry forward funds will supplement the FY 2009 State funds resulting in equal amounts for the three universities.

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STAFF COMMENTS

The Department of Energy, Office of Nuclear Energy, recently released the remaining 2007 funds and the 2008 funds and also provided more flexibility for their use. At this time, there is no guarantee of any additional federal funds after 2008.

Staff recommends approval of the FY2009 allocation for the Center for Advanced Energy Studies.

BOARD ACTION

A motion to allocate the \$1,603,100 FY 2009 legislative appropriation for the Center for Advanced Energy Studies contained in House Bill 610 to Boise State University, \$512,700; Idaho State University, \$692,900; and University of Idaho, \$397,500.

Moved by_____ Seconded by_____ Carried Yes_____ No_____

REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: S. Allocation of Lump Sum Appropriation:

February 2006

S. Allocation of Lump Sum Appropriation (BSU, ISU, LCSC, UI)

1. Objectives

- a. The funding process should offer maximum institutional flexibility to allocate funds internally to carry out roles and missions established by the Board.
- b. The funding process should be a straightforward approach that can be used by the Board to express system-wide priorities.
- c. There should be a clear and understandable relationship between institutional needs, the system-wide funding request, the legislative appropriations, the allocation of funds, and the ultimate use of the funds.
- d. The funding process should not penalize institutions as the result of decisions related to the internal allocation of resources by other institutions.
- e. Any incentives that the Board uses in the funding process should be explicit.
- f. The funding process should be applied consistently from year-to-year so that there can be some level of predictability in the allocation as well as increased confidence in the outcome.
- g. The funding process should encourage cooperative programs among institutions.
- h. The funding process should be compatible with the Statewide Plan for Higher Education.

2. Methodology

The allocation shall consist of the total of the lump sum general account appropriation and actual land grant endowment receipts. The allocation shall be made in the following order:

- a. Each institution shall be allocated its base allocation of the prior year.
- b. An Enrollment Workload Adjustment shall be applied to the allocation of each institution. The adjustment shall be calculated as follows:

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- (1) A three-(3) year moving average of credit hours multiplied by the program weights shall be used. The three (3) years to be used shall be those which precede the year of the allocation and shall consist of two (2) years of actual and one (1) year of estimated credit hours.
- (2) Effective with the FY 1990 allocation, credit hours generated from externally funded sources and contracts shall be removed from this adjustment. Credit hours for in-service teacher education shall not be removed.
- (3) The total budget base of the institutions shall be multiplied by 0.67 and divided by the three-(3)year moving average of total weighted credit hours for the prior year. The resultant amount per credit hour shall be multiplied by the change from the prior three-(3)year moving average of weighted credit hours for each institution to calculate the adjustment by institution.
- (4) Program weights are the weighting factors applied to four (4) categories of instructional disciplines with different weight factors by category and course level. The groups and factors follow.

<u>Group I</u> Physical Education Law Letters Library Sciences Mathematics Military Science Psychology Social Sciences	<u>Group II</u> Area Studies Business & Management Education Communications Home Economics Public Affairs Interdisciplinary Studies
<u>Group III</u> Agricultural & Natural Resources Architecture & Environmental Design Biological Sciences Fine & Applied Arts Foreign Languages Physical Sciences	<u>Group IV</u> Engineering Health Professions Computer & Information Sciences

The weighting factors for the above categories are as follows:

<u>Course Level</u>	<u>Category</u>			
	I	II	III	IV
Lower Division	1.00	1.30	1.60	3.00
Upper Division	1.50	1.90	2.50	3.50
Masters	3.50	3.50	6.00	6.50
Doctoral	5.00	6.25	7.50	10.00
Law	3.50	--	--	--

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An additional five percent (5%) emphasis factor is given to the Primary Emphasis areas at each institution. These areas are:

<u>Boise State University</u> Business Social Science (includes Economics) Public Affairs Performing Arts (excluding Art) Education Engineering	<u>Idaho State University</u> Health Professions Biological Sciences Physical Sciences Education
<u>University of Idaho</u> Agriculture Forestry Mines Engineering Architecture Law Foreign Languages Education	<u>Lewis-Clark State College</u> Business Criminal Justice Nursing Social Work Education

- c. Operations and maintenance funds (custodial, maintenance, and utilities) for new, major general education capital improvement projects shall be allocated to affect institutions.
- d. Decision units above the base shall be consistent with the legislative budget request. The allocation of these decision units to the institutions shall be based on the proportionate share of each institution in the total budget request for these decision units applied to the increase in appropriations above the base excluding special allocations.
- e. The Board may also allocate funds for special activities or projects at the discretion of the Board.

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY - continued

IN THE HOUSE OF REPRESENTATIVES

HOUSE BILL NO. 610

BY APPROPRIATIONS COMMITTEE

AN ACT

APPROPRIATING MONEYS FOR GENERAL EDUCATION PROGRAMS AT BOISE STATE UNIVERSITY, IDAHO STATE UNIVERSITY, LEWIS-CLARK STATE COLLEGE, THE UNIVERSITY OF IDAHO AND FOR THE OFFICE OF THE STATE BOARD OF EDUCATION FOR FISCAL YEAR 2009; ESTABLISHING AMOUNTS TO BE EXPENDED FOR SYSTEMWIDE PROGRAMS; DIRECTING THE STATE BOARD OF EDUCATION TO PROVIDE A SYSTEM OF REPORTING FACULTY AND STAFF TURNOVER; AND REAPPROPRIATING CERTAIN UNEXPENDED AND UNENCUMBERED BALANCES.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. There is hereby appropriated to the State Board of Education and the Board of Regents of the University of Idaho for Boise State University, Idaho State University, Lewis-Clark State College, the University of Idaho, and the Office of the State Board of Education the following amount to be expended for the designated programs from the listed funds for the period July 1, 2008, through June 30, 2009:

FOR:

General Education Programs	\$422,849,500

FROM:

General Fund	\$285,151,500

Agricultural College Endowment Fund	794,000

Charitable Institutions Endowment Fund	753,600

Normal School Endowment Income Fund	2,534,100

Scientific School Endowment Income Fund	2,332,300

University Endowment Income Fund	2,181,000

Unrestricted Fund	105,406,700

Restricted Fund	23,550,300

Miscellaneous Revenue Fund	146,000

TOTAL	\$422,849,500

SECTION 2. SYSTEMWIDE PROGRAMS. Of the amount appropriated from the General Fund in Section 1 of this act, an amount not to exceed \$100,000 shall be used by the Office of the State Board of Education for systemwide needs; an amount not to exceed \$1,440,000 may be used for the mission and goals of the Higher Education Research Council; an amount not to exceed \$1,560,000 in one-time funds for competitive research grants to be awarded by the Higher Education Research Council; an amount not to exceed \$1,485,000 may be awarded by the State Board of Education for instructional projects specifically designed to foster innovative learning approaches using technology, and to promote the Idaho Electronic Campus; and an amount not to exceed \$90,000 may be used by the Office of the State Board of Education for expenses directly related to the formulation of a final recommendation for expanding undergraduate and graduate medical education opportunities.

SECTION 3. PERSONNEL TURNOVER. The State Board of Education shall con-

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tinue to provide a standardized system for tracking and reporting meaningful data about faculty, nonfaculty exempt, and classified staff turnover at the state's institutions of higher education. These statistics shall be available to the Division of Financial Management and the Legislative Services Office no later than November 1 of each year.

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY - continued

6 SECTION 4. CARRYOVER AUTHORITY. There is hereby reappropriated to the
7 State Board of Education and the Board of Regents of the University of Idaho
8 for Boise State University, Idaho State University, the University of Idaho,
9 Lewis-Clark State College, and the Office of the State Board of Education, any
10 non-General Fund unexpended and unencumbered balances from fiscal year 2008,
11 to be used for nonrecurring expenditures for the period July 1, 2008, through
12 June 30, 2009.

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SUBJECT

Idaho National Laboratory update for Center for Advanced Energy Studies

DISCUSSION

Representatives from the Idaho National Laboratory (INL) will provide an update for the Center for Advanced Energy Studies (CAES) on issues such as construction and state and federal funding.

STAFF COMMENTS AND RECOMMENDATIONS

Representatives from INL will be available to answer questions by the Board.

Staff has no comments.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
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**BOISE STATE UNIVERSITY, IDAHO STATE UNIVERSITY &
UNIVERSITY OF IDAHO**

SUBJECT

University NCAA Academic Progress Rate (APR) Scores

DISCUSSION

The APR is determined by using the eligibility and retention for each student-athlete on scholarship during a particular academic year. Student-athletes are awarded points for each semester they are enrolled and for each semester they are eligible for intercollegiate competition. The APR is calculated by taking the number of possible points and dividing that number by the total number of points earned from retention and eligibility over the same period of time.

The NCAA instituted the APR requirements beginning in the 2003-04 academic year. Beginning in the fall of 2007, the APR is based on four years of data and every year thereafter, the most current year's data will be added and the oldest year will be removed to create a four-year rolling rate. The benchmark minimum score is 925.

IMPACT

Contemporaneous financial aid penalties can be applied if an athletic team's APR score is below 925. Teams that fall under the contemporaneous penalties risk the loss of future scholarships.

This is the second year institutions will be subject to historically based penalties. In the first stage of that structure, teams with APRs below 900 will receive a public warning. If those same teams continue to fall below the 900 cut line, they will be subject to a variety of playing and practice season restrictions, based on a formula that includes a measurement of the team's improvement over the last several years.

After the second year, penalties will become progressively more severe, eventually banning teams from postseason play.

ATTACHMENTS

Attachment 1 – Institution narrative and NCAA 2006 – 2007 Academic Progress Rates

Boise State University
Idaho State University
University of Idaho

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STAFF COMMENTS AND RECOMMENDATIONS

As noted in the above section, each institution was asked to provide a statement regarding APR and how the NCAA requirement affects that institution. Following the statement from each institution are the NCAA APR sheets for all sports at that institution.

Staff recommends the institutions and Board consider using the APR in head coach's contracts to a greater extent that is currently occurring. At present, bonuses tied to APR scores are relatively minor compared to incentives for such items as team record or rankings. Increasing the incentive for academic achievement along with athletic achievement will be a benefit to the student athlete in the long run.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

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Boise State University
Spring 2008 APR Report Summary

The Boise State Athletic Department Academic Progress Rate (APR) continues to improve for the third year in a row. The total department APR improved to 943 on the 4-Year report up from 941 on the 3-Year report. Boise State Athletics had the highest team APR scores in the Western Athletic Conference (WAC) in 5 sports: Football (953), Men's Basketball (954), Women's Basketball (977), Men's Tennis (985) and Women's Soccer (973). No teams at Boise State University will face contemporaneous penalties.

The Men's Golf team received an Occasion One "Public Notice" from the NCAA in the May 2008 report for having a multi-year APR under 900. Due to its small squad size, one or two students not meeting academic expectations has a profound effect on team scores. An Academic Improvement Plan documenting APR goals and on-going athletic department strategies for improving team APR performance was filed with the NCAA earlier this year. The Men's Golf program showed significant improvement in the most recent 2006-07 reporting year, earning 933.

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: Boise State University

Date of Report: 05/02/2008

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2003-04, 2004-05, 2005-06, and 2006-07 academic years.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an * symbol.]*

The following chart represents by-sport APR averages for noted subgroups.

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I
By Sport - Men's									
Baseball (293)	NA	NA	NA	938	928	959	942	939	932
Basketball (337)	954	70th-80th	30th-40th	928	918	948	925	931	932
Cross Country (300)	944	20th-30th	20th-30th	963	955	980	964	962	967
Football (239)	953	70th-80th	30th-40th	934	925	958	936	931	NA
Fencing (20)	NA	NA	NA	977	961	986	974	987	961
Golf (291)	864	1st-10th	1st-10th	962	955	974	965	960	962
Gymnastics (16)	NA	NA	NA	973	971	989	972	1000	955
Ice Hockey (59)	NA	NA	NA	970	961	980	975	981	972

* Denotes data representing three or fewer student-athletes. In accordance with FERPA's interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report in cells made up of three or fewer students without student consent.

N/A = No APR or not applicable.

N = Number of teams represented.

¹ Denotes APR that does not subject the team to a contemporaneous penalty because the team is performing better than the institution's general student body, or based on institutional, athletics and student resources.

² Denotes APR that does not subject the team to contemporaneous penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 925 for that team to be subject to contemporaneous penalties. Squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

³ Denotes APR that does not subject the team to historical penalties due to the team's demonstrated academic improvement and favorable comparison based on other academic or institutional factors.

⁴ Denotes APR that does not subject the team to historical penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 900 for that team to be subject to historical penalties. The squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

⁵ Denotes APR based on a one year cohort, not subject to a contemporaneous and/or historical penalty.

⁶ Denotes APR based on a two year cohort, not subject to a historical penalty.

NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: Boise State University

Date of Report: 05/02/2008

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Subdivision	Bowl	Football Championship Subdivision	Division I
Lacrosse (56)	NA	NA	NA	970	967	971	977		975	960
Skiing (13)	NA	NA	NA	967	959	987	955		985	957
Soccer (198)	NA	NA	NA	954	944	963	949		962	954
Swimming (140)	NA	NA	NA	967	960	978	964		970	968
Tennis (263)	985	70th-80th	70th-80th	961	954	974	963		962	961
Track, Indoor (249)	904	1st-10th	1st-10th	951	942	969	949		954	953
Track, Outdoor (270)	909	10th-20th	1st-10th	951	941	972	949		954	954
Volleyball (23)	NA	NA	NA	965	960	973	962		977	968
Water Polo (22)	NA	NA	NA	957	966	952	973		962	939
Wrestling (87)	927	20th-30th	10th-20th	941	934	958	945		942	929
By Sport - Women's										
Basketball (335)	977	70th-80th	60th-70th	960	954	972	960		960	963
Bowling (29)	NA	NA	NA	941	933	960	958		933	966
Cross Country (331)	949	10th-20th	20th-30th	970	966	978	971		974	966
Fencing (23)	NA	NA	NA	974	950	987	981		991	956
Field Hockey (78)	NA	NA	NA	983	980	986	982		985	982

* Denotes data representing three or fewer student-athletes. In accordance with FERPA's interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report in cells made up of three or fewer students without student consent.

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N = Number of teams represented.

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² Denotes APR that does not subject the team to contemporaneous penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 925 for that team to be subject to contemporaneous penalties. Squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

³ Denotes APR that does not subject the team to historical penalties due to the team's demonstrated academic improvement and favorable comparison based on other academic or institutional factors.

⁴ Denotes APR that does not subject the team to historical penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 900 for that team to be subject to historical penalties. The squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: Boise State University

Date of Report: 05/02/2008

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Subdivision	Bowl	Football Championship Subdivision	Division I
Golf (238)	967	30th-40th	50th-60th	974	971	983	980		969	972
Gymnastics (64)	985	40th-50th	70th-80th	981	980	989	983		988	972
Ice Hockey (34)	NA	NA	NA	978	970	982	984		983	979
Lacrosse (82)	NA	NA	NA	984	980	985	988		985	976
Rowing (84)	NA	NA	NA	985	979	991	980		991	988
Skiing (14)	NA	NA	NA	973	963	991	963		986	965
Soccer (310)	973	40th-50th	50th-60th	972	965	983	972		971	973
Softball (278)	NA	NA	NA	965	959	980	969		964	964
Swimming (193)	967 ⁵	20th-30th	50th-60th	978	975	984	979		978	978
Tennis (315)	955	20th-30th	30th-40th	971	967	979	973		969	972
Track, Indoor (298)	944	20th-30th	20th-30th	963	957	978	963		968	961
Track, Outdoor (311)	944	20th-30th	20th-30th	964	958	978	964		969	962
Volleyball (321)	957	20th-30th	30th-40th	970	965	980	972		967	971
Water Polo (33)	NA	NA	NA	967	955	979	975		984	964
By Sport - Co-Ed										
Rifle (25)	NA	NA	NA	963	964	961	965		969	929

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³ Denotes APR that does not subject the team to historical penalties due to the team's demonstrated academic improvement and favorable comparison based on other academic or institutional factors.

⁴ Denotes APR that does not subject the team to historical penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 900 for that team to be subject to historical penalties. The squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

⁵ Denotes APR based on a one year cohort, not subject to a contemporaneous and/or historical penalty.

⁶ Denotes APR based on a two year cohort, not subject to a historical penalty.

NCAA Division I 2006 - 2007 Academic Progress Rate Penalty Summary

Institution: Boise State University

Date of Report: 05/02/2008

This report is based on data submitted by the institution for the 2003-04, 2004-05, 2005-06 and 2006 - 2007 academic years.

This report provides a summary of the teams identified at your institution that are subject to a contemporaneous penalty and/or historical penalty and their multiyear APR. The historical-penalty structure has a cumulative effect that continues to apply each year as a team progresses through the structure. Each year a team fails the historical-penalty review another stage of penalties will be added.

Sport	Multiyear APR	Contemporaneous Penalty	Historical Penalty - Occasion One	Historical Penalty - Occasion Two	Historical Penalty - Occasion Three	Historical Penalty - Occasion Four
Men's Golf	864	N/A	Public notice.			

¹ Any contemporaneous penalty for the sports of cross country, indoor and/or outdoor track must count against the NCAA maximum team limit for cross country/track and field (i.e., 18 women's, 12.6 men's). If the institution sponsors cross country and does not sponsor track and field, the penalty counts against the NCAA maximum team limit for cross country (i.e., five men's, six women's).

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Idaho State University
Spring 2008 APR Report Summary

Idaho State University had its strongest single year APR as a whole scoring a 928 in the 2006-07 school year. The four year mark came out to a 922 which was a 2 point improvement over the 3 year mark of 920.

Eleven of ISU's sports scored a 925 or higher, highlighted by women's tennis, which scored an institution best 975, and women's soccer at 971. Both cross country teams scored high as well, the men's team scored a 967, and the women's team scored a 961. Other sports scoring above a 925 included women's basketball (960), women's golf (954) volleyball (941), women's track (941 indoor, 934 outdoor), men's track (932 outdoor, 928 indoor).

Five of ISU's 16 sports did not meet the 925 benchmark, but only men's tennis was given a public warning. The softball program scored a 922, but they have only one-year of data available. The men's golf team scored a 917, but due to a limited squad size, their score was adjusted (a program must have 30 student-athletes over a four-year span) and the adjusted score is a 956.

Two marquee sports, football and men's basketball, both missed the 925 mark, but both avoided penalties. In men's basketball, the team scored a 904, improving from their score of 892 last year. In addition, men's basketball improved their one year score from 865 in the 2005-07 year to 900 in the 2006-07 year. The NCAA noted that the men's basketball team's academic progress was performing better than the institution's general student body.

Football raised their cumulative score from an 870 in 2005-06 to an 892 this year, earning their citation from the NCAA for demonstrated academic improvement. Football's academic improvement stemmed from scoring a 938 for just the 2006-07 year, a jump of 73 points from the 2005-06 season.

The only sport cited by the NCAA and given a public warning was the men's tennis program, which scored an 898. They were not subject to contemporaneous penalties due to academic progress due to performing better than the institution's general student body, they were given a public notice for a historical penalty. The men's tennis team received a "Historical Penalty - Occasion One". The historical penalty structure has a cumulative effect that is applied each year as a team progresses through the structure, and each year a team fails the historical penalty review, another stage of penalties is added.

In the meantime we are monitoring teams which may have future challenges, including men's basketball, men's golf and men's tennis.

Also noteworthy is women's track for the Fall 2006 APR scored 1000.

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: Idaho State University

Date of Report: 05/02/2008

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2003-04, 2004-05, 2005-06, and 2006-07 academic years.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an * symbol.]*

The following chart represents by-sport APR averages for noted subgroups.

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I
By Sport - Men's									
Baseball (293)	NA	NA	NA	938	928	959	942	939	932
Basketball (337)	904 ¹	20th-30th	1st-10th	928	918	948	925	931	932
Cross Country (300)	967	40th-50th	50th-60th	963	955	980	964	962	967
Football (239)	892 ^{1 3}	1st-10th	1st-10th	934	925	958	936	931	NA
Fencing (20)	NA	NA	NA	977	961	986	974	987	961
Golf (291)	917 ²	10th-20th	1st-10th	962	955	974	965	960	962
Gymnastics (16)	NA	NA	NA	973	971	989	972	1000	955

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

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Date of Report: 05/02/2008

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I
Ice Hockey (59)	NA	NA	NA	970	961	980	975	981	972
Lacrosse (56)	NA	NA	NA	970	967	971	977	975	960
Skiing (13)	NA	NA	NA	967	959	987	955	985	957
Soccer (198)	NA	NA	NA	954	944	963	949	962	954
Swimming (140)	NA	NA	NA	967	960	978	964	970	968
Tennis (263)	898 ¹	1st-10th	1st-10th	961	954	974	963	962	961
Track, Indoor (249)	928	20th-30th	10th-20th	951	942	969	949	954	953
Track, Outdoor (270)	932	20th-30th	10th-20th	951	941	972	949	954	954
Volleyball (23)	NA	NA	NA	965	960	973	962	977	968
Water Polo (22)	NA	NA	NA	957	966	952	973	962	939
Wrestling (87)	NA	NA	NA	941	934	958	945	942	929
By Sport - Women's									
Basketball (335)	960	40th-50th	40th-50th	960	954	972	960	960	963
Bowling (29)	NA	NA	NA	941	933	960	958	933	966
Cross Country (331)	961	20th-30th	40th-50th	970	966	978	971	974	966
Fencing (23)	NA	NA	NA	974	950	987	981	991	956

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: Idaho State University

Date of Report: 05/02/2008

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Subdivision	Bowl Subdivision	Football Championship Subdivision	Division I
Field Hockey (78)	NA	NA	NA	983	980	986	982		985	982
Golf (238)	954	10th-20th	30th-40th	974	971	983	980		969	972
Gymnastics (64)	NA	NA	NA	981	980	989	983		988	972
Ice Hockey (34)	NA	NA	NA	978	970	982	984		983	979
Lacrosse (82)	NA	NA	NA	984	980	985	988		985	976
Rowing (84)	NA	NA	NA	985	979	991	980		991	988
Skiing (14)	NA	NA	NA	973	963	991	963		986	965
Soccer (310)	971	40th-50th	50th-60th	972	965	983	972		971	973
Softball (278)	922 ⁵	1st-10th	10th-20th	965	959	980	969		964	964
Swimming (193)	NA	NA	NA	978	975	984	979		978	978
Tennis (315)	975	40th-50th	60th-70th	971	967	979	973		969	972
Track, Indoor (298)	941	10th-20th	20th-30th	963	957	978	963		968	961
Track, Outdoor (311)	934	10th-20th	10th-20th	964	958	978	964		969	962
Volleyball (321)	941	10th-20th	20th-30th	970	965	980	972		967	971
Water Polo (33)	NA	NA	NA	967	955	979	975		984	964
By Sport - Co-Ed										
Rifle (25)	NA	NA	NA	963	964	961	965		969	929

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NCAA Division I 2006 - 2007 Academic Progress Rate Penalty Summary

Institution: Idaho State University

Date of Report: 05/02/2008

This report is based on data submitted by the institution for the 2003-04, 2004-05, 2005-06 and 2006 - 2007 academic years.

This report provides a summary of the teams identified at your institution that are subject to a contemporaneous penalty and/or historical penalty and their multiyear APR. The historical-penalty structure has a cumulative effect that continues to apply each year as a team progresses through the structure. Each year a team fails the historical-penalty review another stage of penalties will be added.

Sport	Multiyear APR	Contemporaneous Penalty	Historical Penalty - Occasion One	Historical Penalty - Occasion Two	Historical Penalty - Occasion Three	Historical Penalty - Occasion Four
Men's Tennis	898	N/A	Public notice.			

¹ Any contemporaneous penalty for the sports of cross country, indoor and/or outdoor track must count against the NCAA maximum team limit for cross country/track and field (i.e., 18 women's, 12.6 men's). If the institution sponsors cross country and does not sponsor track and field, the penalty counts against the NCAA maximum team limit for cross country (i.e., five men's, six women's).

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

University of Idaho
Spring 2008 APR Report Summary

The University of Idaho has a four-year average Academic Progress Rate (APR) over 16 sports of 952. This is the third highest per-sport average in the WAC and the highest per-sport average in the state of Idaho.

We sponsor 16 NCAA sports and of those, 13 currently maintain a 4-year average of at least 938. Among the 3 sports below the 925 contemporaneous –penalty cutline, men's basketball and football are subject to scholarship reductions. Men's cross country is currently below 925 but scored a perfect 1000 APR in the most recent reporting cycle, 2006-07, and is not subject to any APR penalties.

Men's Basketball had a single-year APR of 846 in 2006-07 and has a current multi-year rate of 880. The men's basketball program is restricted to 12 scholarships for 2008-09, down one from the NCAA limit of 13. The program is making significant progress and we anticipate a 2007-08 single year rate of 959. Our 4-year APR should then be at 899 and we should not be subject to historical penalties in 2009-10 due to our marked single-year improvement.

Football had a single year APR of 861 in 2006-07 and has a current multi-year rate of 904. The football program is restricted to 22 initial counters and 77 overall counters for 2008-09, down three and 8 from the respective NCAA limits. These scholarship reductions were expected and the decision to remove student-athletes from the program at the risk of negative APR publicity was done because of the University of Idaho's commitment to running a football program based on integrity and a commitment to developing true STUDENT-athletes.

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NCAA Division I 2006 - 2007 Academic Progress Rate

Public Report

Institution: University of Idaho

Date of Report: 05/02/2008

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*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an * symbol.]*

The following chart represents by-sport APR averages for noted subgroups.

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Subdivision	Bowl	Football Championship Subdivision	Division I
By Sport - Men's										
Baseball (293)	NA	NA	NA	938	928	959	942		939	932
Basketball (337)	880	10th-20th	1st-10th	928	918	948	925		931	932
Cross Country (300)	911 ^{2 3}	1st-10th	1st-10th	963	955	980	964		962	967
Football (239)	904	10th-20th	1st-10th	934	925	958	936		931	NA
Fencing (20)	NA	NA	NA	977	961	986	974		987	961
Golf (291)	969	40th-50th	50th-60th	962	955	974	965		960	962
Gymnastics (16)	NA	NA	NA	973	971	989	972		1000	955
Ice Hockey (59)	NA	NA	NA	970	961	980	975		981	972

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Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Subdivision	Bowl	Football Championship Subdivision	Division I
Lacrosse (56)	NA	NA	NA	970	967	971	977		975	960
Skiing (13)	NA	NA	NA	967	959	987	955		985	957
Soccer (198)	NA	NA	NA	954	944	963	949		962	954
Swimming (140)	NA	NA	NA	967	960	978	964		970	968
Tennis (263)	942	20th-30th	20th-30th	961	954	974	963		962	961
Track, Indoor (249)	947	40th-50th	20th-30th	951	942	969	949		954	953
Track, Outdoor (270)	949	40th-50th	20th-30th	951	941	972	949		954	954
Volleyball (23)	NA	NA	NA	965	960	973	962		977	968
Water Polo (22)	NA	NA	NA	957	966	952	973		962	939
Wrestling (87)	NA	NA	NA	941	934	958	945		942	929
By Sport - Women's										
Basketball (335)	938	10th-20th	10th-20th	960	954	972	960		960	963
Bowling (29)	NA	NA	NA	941	933	960	958		933	966
Cross Country (331)	977	50th-60th	60th-70th	970	966	978	971		974	966
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Golf (238)	992	70th-80th	80th-90th	974	971	983	980		969	972
Gymnastics (64)	NA	NA	NA	981	980	989	983		988	972
Ice Hockey (34)	NA	NA	NA	978	970	982	984		983	979
Lacrosse (82)	NA	NA	NA	984	980	985	988		985	976
Rowing (84)	NA	NA	NA	985	979	991	980		991	988
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Tennis (315)	968	30th-40th	50th-60th	971	967	979	973		969	972
Track, Indoor (298)	983	70th-80th	70th-80th	963	957	978	963		968	961
Track, Outdoor (311)	972	50th-60th	50th-60th	964	958	978	964		969	962
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By Sport - Co-Ed										
Rifle (25)	NA	NA	NA	963	964	961	965		969	929

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Sport	Multiyear APR	Contemporaneous Penalty	Historical Penalty - Occasion One	Historical Penalty - Occasion Two	Historical Penalty - Occasion Three	Historical Penalty - Occasion Four
Men's Basketball	880	Limited to awarding 12 athletic scholarship renewals.	Public notice.			
Football	904	Limited to awarding 22 initial athletic scholarships. Limited to awarding 77 athletic scholarship renewals.				

¹ Any contemporaneous penalty for the sports of cross country, indoor and/or outdoor track must count against the NCAA maximum team limit for cross country/track and field (i.e., 18 women's, 12.6 men's). If the institution sponsors cross country and does not sponsor track and field, the penalty counts against the NCAA maximum team limit for cross country (i.e., five men's, six women's).

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

COLLEGE AND UNIVERSITIES OF THE STATE BOARD

SUBJECT

FY 2009 Intercollegiate Athletics Operating Budget Report

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section III.T.4.

BACKGROUND

Board policy states "...the institutions (will) submit a budget plan for the upcoming fiscal year beginning July 1 in a format prescribed by the Board office."

A common reporting format has been established for reporting intercollegiate athletic revenues and expenditures. Page 5 displays a four-part pie chart that shows FY09 revenue by fund source by institution, followed by the FY09 Board Limits on Allocation of Funds on page 6, and a two-part chart displaying selected athletic financial data on page 7.

Page 9 begins with worksheets for each institution displaying the following data:

- FY 07 Actual Expenditures (June 2007) – columns 1 & 2
- Latest FY 08 Estimate (May 2008) – columns 3 & 4
- Variance (\$ and %) comparing the FY 07 Actual with the latest FY 08 estimate – columns 5 & 6
- FY 09 Operating Budget (June 2008) – columns 7 & 8
- Variance (\$ & %) comparing the FY09 proposed Budget with the FY08 Estimate – columns 9 & 10

For each institution, revenue by source and expenditures by classification is reported, as is revenue and expenditures by general administration and sport.

DISCUSSION

Board policy establishes limits on the amount of funds the institutions can allocate to athletics from General Account and institutional funds. The institutions are all within the established limits.

IMPACT

Provides the Board with a report on the financial status of intercollegiate athletics for the current fiscal year and provides the operating budget for FY 09.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

ATTACHMENTS

FY09 Revenue by Source by Institution	3
FY09 Board Limits on Allocation of Funds	4
Student Fees, State and Institution Support % of Operating Revenues	5
Expenditures per Participant	5
FY07 Actual, Revised Estimates for FY08, and FY09 Operating Budgets:	
Boise State University	7
Idaho State University	11
University of Idaho State Board of Education	15
Lewis Clark State College	19

STAFF COMMENTS

Pages 5 and 6 of this section, Revenue by Source by Institution and Board Limits are the same as in previous years' agendas. Note that all four institutions are budgeting General Education and Institutional funds for athletics within their limits. The next page of two charts displays non-program revenue as a percentage of total athletic revenue and expenditures per varsity participant.

See "Background", above, for a definition of the columnar information in each institution's report. Board staff draws your attention to the two shaded sections: the first shaded area displays the difference and percentage change for each revenue and expense category between the FY 07 actuals and the FY 08 estimate; the second shaded area shows the difference and percentage between the latest FY 08 estimate and the proposed FY 09 budget.

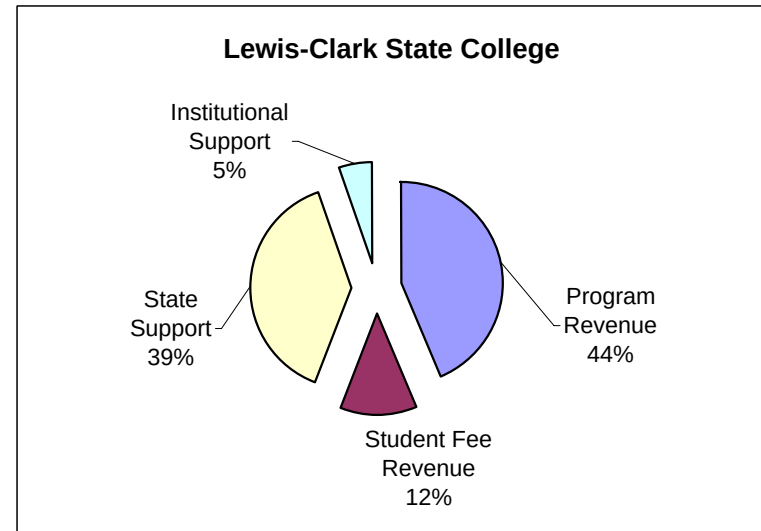
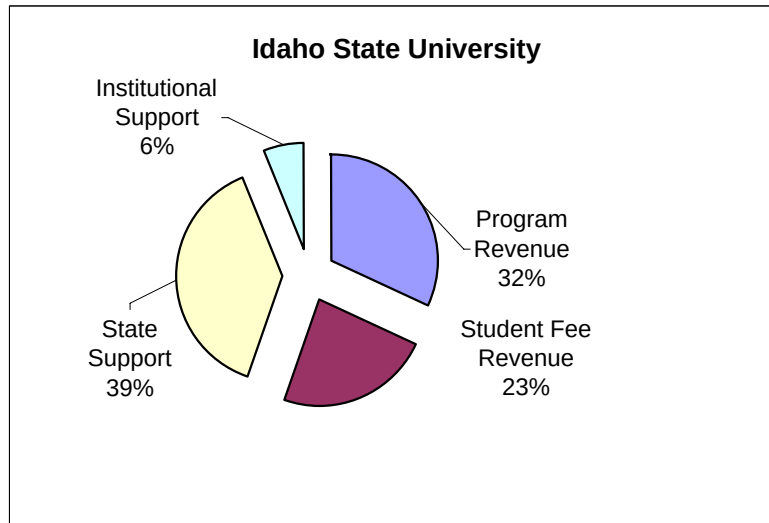
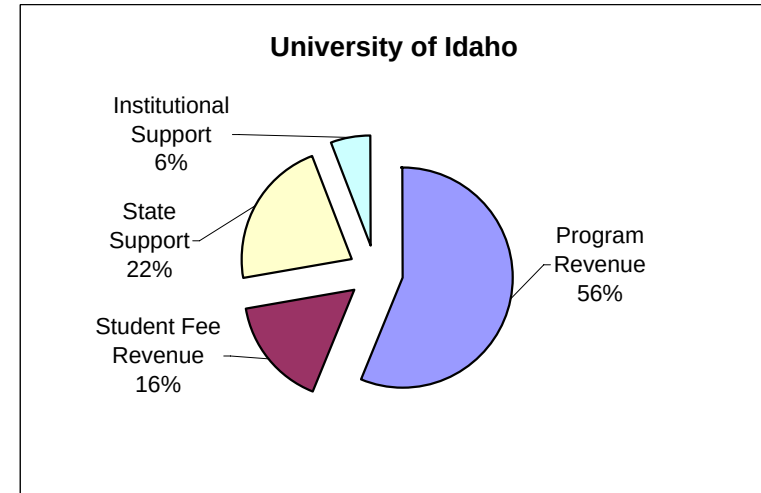
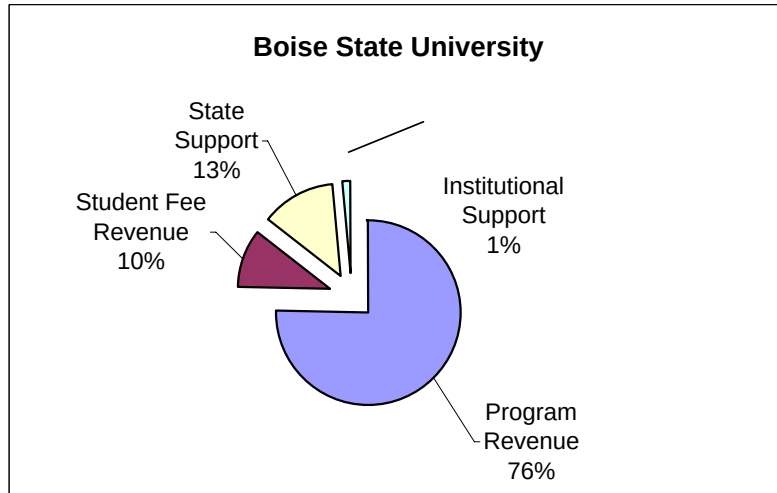
The expenditures per varsity participant continue to climb at each institution. This means that more resources are going toward athletics without a corresponding increase in student athlete participation.

BOARD ACTION

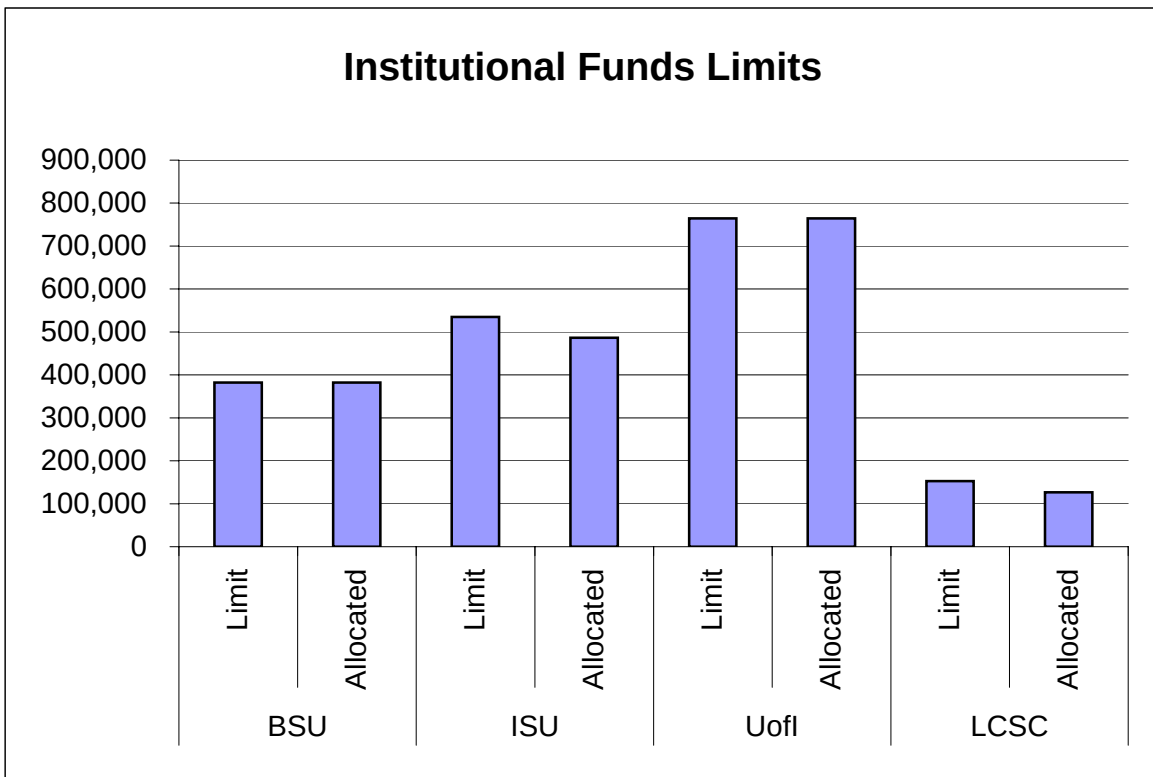
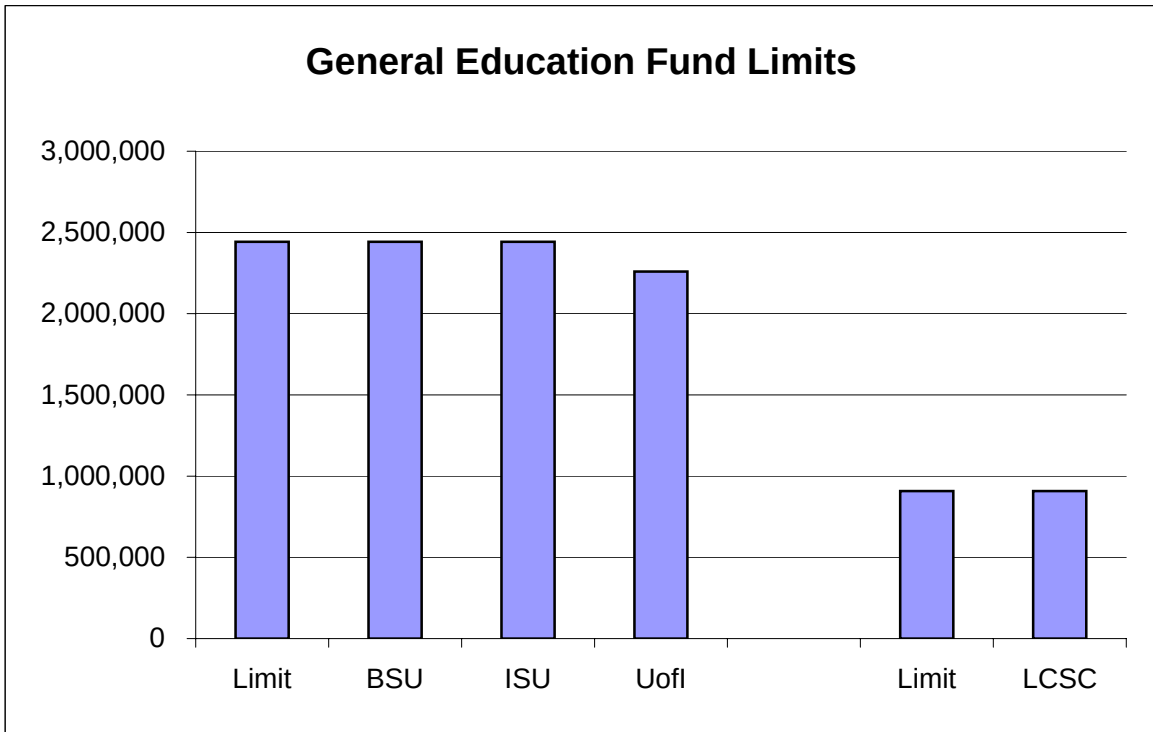
This item is for informational purposes only. Any action will be at the Board's discretion.

Intercollegiate Athletics

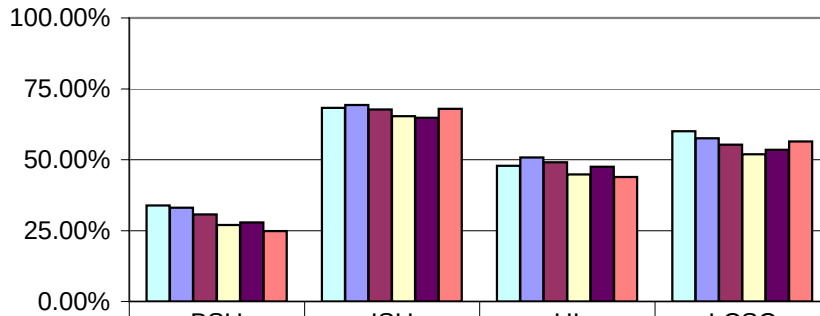
FY09 Revenue by Source by Institution



FY09 Board Limits on Allocation of Funds

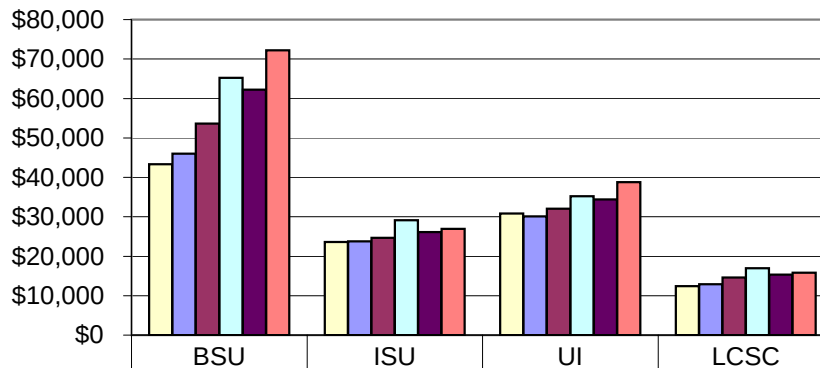


Student Fee/State & Institution Support as a % of Total Revenue



	BSU	ISU	UI	LCSC
FY04 Act.	33.90%	68.27%	47.85%	60.07%
FY05 Act.	33.06%	69.28%	50.80%	57.59%
FY06 Act.	30.68%	67.67%	49.06%	55.28%
FY07 Act.	27.00%	65.35%	44.76%	51.90%
FY08 Est.	27.90%	64.75%	47.46%	53.51%
FY09 Bud	24.84%	67.98%	43.92%	56.43%

Expenditures per Varsity Participant



	BSU	ISU	UI	LCSC
FY04 Act.	\$43,355	\$23,647	\$30,796	\$12,388
FY05 Act.	\$46,038	\$23,784	\$30,104	\$12,884
FY06 Act.	\$53,661	\$24,675	\$32,025	\$14,595
FY07 Act.	\$65,271	\$29,111	\$35,232	\$16,972
FY08 Est.	\$62,195	\$26,124	\$34,433	\$15,337
FY09 Bud	\$72,236	\$26,956	\$38,777	\$15,791

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Boise State University
Intercollegiate Athletics Report
FY07 Actuals, Revised Estimates for FY08, and FY09 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	4,430,742	17.50%	5,800,328	23.64%	1,369,586	30.91%	5,285,046	17.96%	(515,282)	-8.88%
4 Guarantees	415,650	1.64%	625,000	2.55%	209,350	50.37%	650,000	2.21%	25,000	4.00%
5 Contributions	3,522,400	13.91%	2,720,930	11.09%	(801,470)	-22.75%	7,538,041	25.62%	4,817,111	177.04%
6 NCAA/Conference/Tournaments	1,762,971	6.96%	2,074,599	8.45%	311,628	17.68%	1,535,523	5.22%	(539,076)	-25.98%
7 TV/Radio/Internet Rights	19,093	0.08%	48,850	0.20%	29,757	155.85%	99,525	0.34%	50,675	103.74%
8 Program/Novelty Sales, Concessionns, Parking	619,942	2.45%	723,970	2.95%	104,028	16.78%	812,524	2.76%	88,554	12.23%
9 Royalty, Advertisement, Sponsorship	1,850,843	7.31%	2,284,150	9.31%	433,307	23.41%	2,524,737	8.58%	240,587	10.53%
10 Endowment/Investment Income	414,287	1.64%	475,000	1.94%	60,713	14.65%	360,000	1.22%	(115,000)	-24.21%
11 Other	379,790	1.50%	351,025	1.43%	(28,765)	-7.57%	371,952	1.26%	20,927	5.96%
12 Total Program Revenue	13,415,718	52.99%	15,103,852	61.55%	1,688,134	12.58%	19,177,348	65.17%	4,073,496	26.97%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	2,660,410	10.51%	414,000	1.69%	(2,246,410)	-84.44%	480,000	1.63%	66,000	15.94%
15 Student Fees	2,833,090	11.19%	2,535,233	10.33%	(297,857)	-10.51%	2,694,423	9.16%	159,190	6.28%
16 Direct State/Govt Support	2,201,200	8.70%	2,321,600	9.46%	120,400	5.47%	2,442,600	8.30%	121,000	5.21%
17 Gender Equity - Appropriated Funds	467,872	1.85%	783,872	3.19%	316,000	67.54%	976,872	3.32%	193,000	24.62%
18 Direct Institutional Support	444,500	1.76%	363,300	1.48%	(81,200)	-18.27%	382,200	1.30%	18,900	5.20%
19 Subtotal State/Institutional Support	3,113,572	12.30%	3,468,772	14.14%	355,200	11.41%	3,801,672	12.92%	332,900	9.60%
20 Total Non-Program Revenue	8,607,072	34.00%	6,418,005	26.16%	(2,189,067)	-25.43%	6,976,095	23.71%	558,090	8.70%
21 Subtotal Operating Revenue	22,022,790	86.99%	21,521,857	87.71%	(500,933)	-2.27%	26,153,443	88.88%	4,631,586	21.52%
22 Non-Cash Revenue										
23 Third Party Support	184,100	0.73%	198,150	0.81%	14,050	7.63%	184,100	0.63%	(14,050)	-7.09%
24 Indirect Institutional Support	1,770,143	6.99%	1,368,076	5.58%	(402,067)	-22.71%	1,288,499	4.38%	(79,577)	-5.82%
25 Non-Cash Revenue		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
26 Out-of-State Tuition Revenue	1,338,121	5.29%	1,449,975	5.91%	111,854	8.36%	1,800,960	6.12%	350,985	24.21%
27 Subtotal Non-Cash Revenue	3,292,364	13.01%	3,016,201	12.29%	(276,163)	-8.39%	3,273,559	11.12%	257,358	8.53%
28 Total Revenue:	25,315,154	100.00%	24,538,058	100.00%	(777,096)	-3.07%	29,427,002	100.00%	4,888,944	19.92%
29										
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	2,619,095	10.58%	3,230,128	13.16%	611,033	23.33%	3,510,059	11.93%	279,931	8.67%
33 Guarantees	485,980	1.96%	645,000	2.63%	159,020	32.72%	556,000	1.89%	(89,000)	-13.80%
34 Coaching Salary/Benefits	4,574,184	18.47%	4,995,653	20.36%	421,469	9.21%	6,049,764	20.56%	1,054,111	21.10%
35 Admin Staff Salary/Benefits	3,377,832	13.64%	3,924,344	15.99%	546,512	16.18%	4,398,188	14.95%	473,844	12.07%
36 Severence Payments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Recruiting	349,514	1.41%	351,700	1.43%	2,186	0.63%	346,700	1.18%	(5,000)	-1.42%
38 Team Travel	1,505,170	6.08%	1,636,727	6.67%	131,557	8.74%	1,904,289	6.47%	267,562	16.35%
39 Equipment, Uniforms and Supplies	1,085,182	4.38%	1,364,292	5.56%	279,110	25.72%	896,361	3.05%	(467,931)	-34.30%
40 Game Expenses	529,418	2.14%	537,386	2.19%	7,968	1.51%	723,060	2.46%	185,674	34.55%
41 Fund Raising, Marketing, Promotion	407,156	1.64%	371,037	1.51%	(36,119)	-8.87%	425,737	1.45%	54,700	14.74%
42 Direct Facilities/Maint/Rentals	1,292,903	5.22%	1,538,696	6.27%	245,793	19.01%	1,802,309	6.13%	263,613	17.13%
43 Debt Service on Facilities	1,373,856	5.55%	1,231,878	5.02%	(141,978)	-10.33%	4,113,649	13.98%	2,881,771	233.93%
44 Spirit Groups	70,057	0.28%	61,320	0.25%	(8,737)	-12.47%	57,294	0.19%	(4,026)	-6.57%
45 Medical Expenses & Insurance	65,304	0.26%	83,530	0.34%	18,226	27.91%	48,550	0.17%	(34,980)	-41.88%
46 Memberships & Dues	478,007	1.93%	502,738	2.05%	24,731	5.17%	512,513	1.74%	9,775	1.94%
47 NCAA/Special Event/Bowls	2,667,854	10.77%	448,442	1.83%	(2,219,412)	-83.19%	185,450	0.63%	(262,992)	-58.65%
48 Other Operating Expenses	592,564	2.39%	596,699	2.43%	4,135	0.70%	619,606	2.11%	22,907	3.84%
49 Subtotal Operating Expenditures	21,474,076	86.71%	21,519,570	87.71%	45,494	-19.72%	26,149,529	88.87%	4,629,959	94.73%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	184,100	0.74%	198,150	0.81%	14,050	7.63%	184,100	0.63%	(14,050)	-7.09%
52 3rd Party Admin Staff Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
53 Indirect Facilities & Admin Support	1,770,143	7.15%	1,368,076	5.58%	(402,067)	-22.71%	1,288,499	4.38%	(79,577)	-5.82%
54 Non-Cash Expense		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
55 Out-of-State Tuition Expense	1,338,121	5.40%	1,449,975	5.91%	111,854	8.36%	1,800,960	6.12%	350,985	24.21%
56 Subtotal Non-Cash Expenditures	3,292,364	13.29%	3,016,201	12.29%	(276,163)	-119.72%	3,273,559	11.13%	257,358	5.27%
57 Total Expenditures:	24,766,440	100.00%	24,535,771	100.00%	(230,669)	-0.93%	29,423,088	100.00%	4,887,317	19.92%

Boise State University
Intercollegiate Athletics Report
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
58										
59 Net Income/(deficit)	548,714		2,287		(546,427)	-99.58%	3,914		1,627	71.14%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	776,252		778,539		2,287	0.29%	782,453		3,914	0.50%
62										
63 Sport Camps & Clinics										
64 Revenue	757,310		400,000		(357,310)	-47.18%	400,000	1.36%	0	0.00%
65 Coach Compensation from Camp	182,917		150,000		(32,917)	-18.00%	150,000	0.51%	0	0.00%
66 Camp Expenses	256,806		250,000		(6,806)	-2.65%	250,000	0.85%	0	0.00%
67 Total Expenses	439,723		400,000		(39,723)	-9.03%	400,000	1.36%	0	0.00%
68										
69 Net Income from Camps	560,717		0		(560,717)	-100.00%	0		0	0.00%
70 NET BCS BOWL PROCEED RECONCILIATION - 2007										
71 Revenue from WAC Conference	4,551,602									
72 Comp tickets less mailing revenue & handling fees	(16,215)									
73 Net Revenue	4,535,387									
74 Expenses and contractual pmts incurred by BSU Athletic Dept	(1,441,409)									
75 Cash commitment to Stadium Suite project	(2,200,000)									
76 Reserve for Future	(500,000)									
77 Net Bowl proceeds to Athletic Department	(393,978)									
78 Net Expenses	(4,535,387)									

Boise State University
Intercollegiate Athletics Report
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					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	2,833,090	12.86%	2,535,233	11.78%	(297,857)	-10.51%	2,694,423	10.30%	159,190	6.28%
3 Contributions	3,522,400	15.99%	2,720,930	12.64%	(801,470)	-22.75%	7,538,041	28.82%	4,817,111	177.04%
4 State Support	2,201,200	10.00%	2,321,600	10.79%	120,400	5.47%	2,442,600	9.34%	121,000	5.21%
5 Institutional Gender Equity	467,872	2.12%	783,872	3.64%	316,000	67.54%	976,872	3.74%	193,000	24.62%
6 Institutional Support	444,500	2.02%	363,300	1.69%	(81,200)	-18.27%	382,200	1.46%	18,900	5.20%
7 NCAA/Conference	1,762,971	8.01%	2,074,599	9.64%	311,628	17.68%	1,535,523	5.87%	(539,076)	-25.98%
8 TV/Radio/Internet	19,093	0.09%	48,850	0.23%	29,757	155.85%	99,525	0.38%	50,675	103.74%
9 Concessions/program/etc.	619,942	2.82%	723,970	3.36%	104,028	16.78%	812,524	3.11%	88,554	12.23%
10 Advertising/sponsorship/Royalty	1,850,843	8.40%	2,284,150	10.61%	433,307	23.41%	2,524,737	9.65%	240,587	10.53%
11 Endowments	414,287	1.88%	475,000	2.21%	60,713	14.65%	360,000	1.38%	(115,000)	-24.21%
12 NCAA/Bowl/World Series	2,660,410	12.08%	414,000	1.92%	(2,246,410)	-84.44%	480,000	1.84%	66,000	15.94%
13 Other	379,790	1.72%	351,025	1.63%	(28,765)	-7.57%	371,952	1.42%	20,927	5.96%
14 Total General Revenue	17,176,398	77.99%	15,096,529	70.15%	(2,079,869)	-12.11%	20,218,397	77.31%	5,121,868	33.93%
15 Revenue By Sport:										
16 Men's Programs:										
17 Football										
18 Ticket Sales	3,813,464	17.32%	5,041,724	23.43%	1,228,260	32.21%	4,583,404	17.53%	(458,320)	-9.09%
19 Game Guarantees	350,000	1.59%	625,000	2.90%	275,000	78.57%	650,000	2.49%	25,000	4.00%
20 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
21 Basketball		0.00%		0.00%		0.00%		0.00%		0.00%
22 Ticket Sales	558,700	2.54%	712,625	3.31%	153,925	27.55%	656,881	2.51%	(55,744)	-7.82%
23 Game Guarantees	65,000	0.30%		0.00%	(65,000)	-100.00%		0.00%	0	0.00%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country	2,002	0.01%	1,944	0.01%	(58)	-2.90%	2,323	0.01%	379	19.50%
26 Tennis	5,486	0.02%		0.00%	(5,486)	-100.00%		0.00%	0	0.00%
27 Baseball Ticket Sales		0.00%		0.00%	0	0.00%	3,871	0.01%	3,871	100.00%
28 Wrestling	5,911	0.03%	3,240	0.02%	(2,671)	-45.19%		0.00%	(3,240)	-100.00%
29 Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
30 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
31 Total Men's Sport Revenue	4,800,563	21.80%	6,384,533	29.67%	1,583,970	33.00%	5,896,479	22.55%	(488,054)	-7.64%
32 Women's Programs										
33 Volleyball										
34 Ticket Sales	6,005	0.03%	5,831	0.03%	(174)	-2.90%	6,968	0.03%	1,137	19.50%
35 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
36 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Basketball						0.00%				0.00%
38 Ticket Sales	28,926	0.13%	24,380	0.11%	(4,546)	-15.72%	18,952	0.07%	(5,428)	-22.26%
39 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
40 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
41 Track & Field/Cross Country	2,002	0.01%	1,944	0.01%	(58)	-2.90%	2,323	0.01%	379	19.50%
42 Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
43 Gymnastics	4,448	0.02%	4,320	0.02%	(128)	-2.88%	10,324	0.04%	6,004	138.98%
44 Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
45 Soccer	4,448	0.02%	4,320	0.02%	(128)	-2.88%		0.00%	(4,320)	-100.00%
46 Softball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
47 Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
48 Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
49 Total Women's Sport Rev	45,829	0.21%	40,795	0.19%	(5,034)	-10.98%	38,567	0.15%	(2,228)	-5.46%
50 Total Revenue	22,022,790	100.00%	21,521,857	100.00%	(500,933)	-2.27%	26,153,443	100.00%	4,631,586	21.52%

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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	1,078,224	5.02%	1,185,858	5.51%	107,634	9.98%	1,289,593	4.93%	103,735	8.75%
54 Fund Raising Office	561,839	2.62%	745,060	3.46%	183,221	32.61%	702,591	2.69%	(42,469)	-5.70%
55 Academics Support	572,738	2.67%	786,254	3.65%	213,516	37.28%	850,538	3.25%	64,284	8.18%
56 Media Relations	311,835	1.45%	340,644	1.58%	28,809	9.24%	354,001	1.35%	13,357	3.92%
57 Marketing and Promotions	430,086	2.00%	435,250	2.02%	5,164	1.20%	588,078	2.25%	152,828	35.11%
58 Ticket Office	240,341	1.12%	781,426	3.63%	541,085	225.13%	303,344	1.16%	(478,082)	-61.18%
59 Athletic Training Room	407,214	1.90%	523,356	2.43%	116,142	28.52%	525,875	2.01%	2,519	0.48%
60 Memberships and Dues	478,007	2.23%	502,738	2.34%	24,731	5.17%	512,513	1.96%	9,775	1.94%
61 Facilities Mtn & Debt Service	2,625,603	12.23%	2,519,143	11.71%	(106,460)	-4.05%	5,843,659	22.35%	3,324,516	131.97%
62 Capital Improvements	665,311	3.10%	929,655	4.32%	264,344	39.73%	1,012,560	3.87%	82,905	8.92%
63 NCAA/Special Event/Bowls	2,667,854	12.42%	448,442	2.08%	(2,219,412)	-83.19%	185,450	0.71%	(262,992)	-58.65%
64 Other Miscellaneous	1,605,343	7.48%	1,546,081	7.18%	(59,262)	-3.69%	1,782,338	6.82%	236,257	15.28%
65 Total Admin & General	11,644,395	54.23%	10,743,907	49.93%	(900,488)	-7.73%	13,950,540	53.35%	3,206,633	29.85%
66										
67 Men's Programs:										
68 Football	4,644,875	21.63%	5,101,585	23.71%	456,710	9.83%	5,552,851	21.23%	451,266	8.85%
69 Basketball	1,124,670	5.24%	1,059,690	4.92%	(64,980)	-5.78%	1,246,693	4.77%	187,003	17.65%
70 Track & Field/Cross Country	331,223	1.54%	368,889	1.71%	37,666	11.37%	416,132	1.59%	47,243	12.81%
71 Tennis	273,000	1.27%	293,156	1.36%	20,156	7.38%	296,720	1.13%	3,564	1.22%
72 Baseball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
73 Wrestling	321,041	1.50%	372,665	1.73%	51,624	16.08%	407,868	1.56%	35,203	9.45%
74 Golf	144,336	0.67%	161,314	0.75%	16,978	11.76%	150,081	0.57%	(11,233)	-6.96%
75 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
76 Rodeo		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
77 Total Men's Programs	6,839,145	31.85%	7,357,299	34.19%	518,154	7.58%	8,070,345	30.86%	713,046	9.69%
78										
79 Women's Programs										
80 Volleyball	478,642	2.23%	485,805	2.26%	7,163	1.50%	509,517	1.95%	23,712	4.88%
81 Basketball	651,090	3.03%	789,289	3.67%	138,199	21.23%	976,812	3.74%	187,523	23.76%
82 Track & Field/Cross Country	387,008	1.80%	430,668	2.00%	43,660	11.28%	484,140	1.85%	53,472	12.42%
83 Tennis	233,531	1.09%	262,550	1.22%	29,019	12.43%	268,995	1.03%	6,445	2.45%
84 Gymnastics	436,812	2.03%	415,630	1.93%	(21,182)	-4.85%	453,486	1.73%	37,856	9.11%
85 Golf	196,611	0.92%	195,259	0.91%	(1,352)	-0.69%	183,923	0.70%	(11,336)	-5.81%
86 Soccer	388,377	1.81%	432,866	2.01%	44,489	11.46%	428,548	1.64%	(4,318)	-1.00%
87 Softball		0.00%		0.00%	0	0.00%	418,854	1.60%	418,854	100.00%
88 Skiing	6,157	0.03%		0.00%	(6,157)	-100.00%		0.00%	0	0.00%
89 Swimming	212,308	0.99%	406,297	1.89%	193,989	91.37%	404,369	1.55%	(1,928)	-0.47%
90 Rodeo/New Sport		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
91 Total Women's Programs	2,990,536	13.93%	3,418,364	15.88%	427,828	14.31%	4,128,644	15.79%	710,280	20.78%
92										
93 Total Expenditures	21,474,076	100.00%	21,519,570	100.00%	45,494	0.21%	26,149,529	100.00%	4,629,959	21.52%

**Idaho State University
Intercollegiate Athletics Report
FY07 Actuals, Revised Estimates for FY08, and FY09 Operating Budgets**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	328,546	3.57%	366,509	3.83%	37,963	11.55%	350,600	3.57%	(15,909)	-4.34%
4 Guarantees	562,000	6.11%	644,000	6.73%	82,000	14.59%	729,500	7.43%	85,500	13.28%
5 Contributions	518,339	5.63%	466,400	4.87%	(51,939)	-10.02%	335,500	3.42%	(130,900)	-28.07%
6 NCAA/Conference/Tournaments	493,850	5.37%	473,825	4.95%	(20,025)	-4.05%	426,000	4.34%	(47,825)	-10.09%
7 TV/Radio/Internet Rights	9,692	0.11%	6,307	0.07%	(3,384)	-34.92%	5,000	0.05%	(1,307)	-20.73%
8 Program/Novelty Sales, Concessionns, Parking	17,534	0.19%	38,631	0.40%	21,097	120.32%	17,500	0.18%	(21,131)	-54.70%
9 Royalty, Advertisement, Sponsorship	551,818	6.00%	580,000	6.06%	28,182	5.11%	615,000	6.27%	35,000	6.03%
10 Endowment/Investment Income	23,870	0.26%	28,910	0.30%	5,040	21.11%	28,910	0.29%	0	0.00%
11 Other	112,284	1.22%	220,214	2.30%	107,931	96.12%	60,069	0.61%	(160,145)	-72.72%
12 Total Program Revenue	2,617,932	28.45%	2,824,796	29.51%	206,864	7.90%	2,568,079	26.17%	(256,717)	-9.09%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	50,960	0.55%	2,000	0.02%	(48,960)	-96.08%		0.00%	(2,000)	-100.00%
15 Student Fees	1,839,156	19.98%	1,800,500	18.81%	(38,656)	-2.10%	1,875,260	19.11%	74,760	4.15%
16 Direct State/Govt Support	2,201,200	23.92%	2,321,600	24.25%	120,400	5.47%	2,442,600	24.89%	121,000	5.21%
17 Gender Equity - Appropriated Funds	626,500	6.81%	646,500	6.75%	20,000	3.19%	646,500	6.59%	0	0.00%
18 Direct Institutional Support	365,600	3.97%	423,300	4.42%	57,700	15.78%	486,600	4.96%	63,300	14.95%
19 Subtotal State/Institutional Support	3,193,300	34.70%	3,391,400	35.42%	198,100	6.20%	3,575,700	36.44%	184,300	5.43%
20 Total Non-Program Revenue	5,083,416	55.23%	5,193,900	54.25%	110,484	2.17%	5,450,960	55.55%	257,060	4.95%
21 Subtotal Operating Revenue	7,701,348	83.68%	8,018,696	83.76%	317,348		8,019,039	81.71%	343	
22 Non-Cash Revenue										
23 Third Party Support	30,005	0.33%	30,000	0.31%	(5)	-0.02%	30,000	0.31%	0	0.00%
24 Indirect Institutional Support		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Non-Cash Revenue	566,206	6.15%	570,000	5.95%	3,794	0.67%	550,000	5.60%	(20,000)	-3.51%
26 Out-of-State Tuition Revenue	905,919	9.84%	955,240	9.98%	49,321	5.44%	1,214,408	12.37%	259,168	27.13%
27 Subtotal Non-Cash Revenue	1,502,130	16.32%	1,555,240	16.24%	53,110	3.54%	1,794,408	18.29%	239,168	15.38%
28 Total Revenue:	9,203,478	100.00%	9,573,936	100.00%	370,459	4.03%	9,813,447	100.00%	239,511	2.50%
29										
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	1,768,404	17.68%	1,666,311	17.74%	(102,093)	-5.77%	1,783,435	18.40%	117,124	7.03%
33 Guarantees	78,839	0.79%	58,500	0.62%	(20,339)	-25.80%	54,500	0.56%	(4,000)	-6.84%
34 Coaching Salary/Benefits	1,738,418	17.38%	1,777,787	18.93%	39,369	2.26%	1,917,919	19.79%	140,132	7.88%
35 Admin Staff Salary/Benefits	1,553,199	15.53%	1,503,035	16.00%	(50,164)	-3.23%	1,435,645	14.81%	(67,390)	-4.48%
36 Severence Payments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Recruiting	301,128	3.01%	232,507	2.48%	(68,621)	-22.79%	206,810	2.13%	(25,697)	-11.05%
38 Team Travel	895,509	8.95%	783,500	8.34%	(112,009)	-12.51%	808,860	8.35%	25,360	3.24%
39 Equipment, Uniforms and Supplies	399,028	3.99%	203,270	2.16%	(195,758)	-49.06%	251,644	2.60%	48,374	23.80%
40 Game Expenses	265,853	2.66%	227,505	2.42%	(38,348)	-14.42%	246,160	2.54%	18,655	8.20%
41 Fund Raising, Marketing, Promotion	215,429	2.15%	226,500	2.41%	11,071	5.14%	170,448	1.76%	(56,052)	-24.75%
42 Direct Facilities/Maint/Rentals	172,966	1.73%	162,511	1.73%	(10,455)	-6.04%	141,324	1.46%	(21,187)	-13.04%
43 Debt Service on Facilities		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44 Spirit Groups	200,091	2.00%	50,237	0.53%	(149,854)	-74.89%	42,437	0.44%	(7,800)	-15.53%
45 Medical Expenses & Insurance	307,129	3.07%	325,010	3.46%	17,881	5.82%	325,010	3.35%	0	0.00%
46 Memberships & Dues	46,033	0.46%	46,000	0.49%	(33)	-0.07%	51,000	0.53%	5,000	10.87%
47 NCAA/Special Event/Bowls	46,595	0.47%	2,000	0.02%	(44,595)	-95.71%		0.00%	(2,000)	-100.00%
48 Other Operating Expenses	511,704	5.12%	572,523	6.10%	60,819	11.89%	462,847	4.78%	(109,676)	-19.16%
49 Subtotal Operating Expenditures	8,500,325	84.98%	7,837,196	83.44%	(663,129)	-108.71%	7,898,039	81.49%	60,843	20.28%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	27,505	0.27%	27,500	0.29%	(5)	-0.02%	27,500	0.28%	0	0.00%
52 3rd Party Admin Staff Compensation	2,500	0.02%	2,500	0.03%	0	0.00%	2,500	0.03%	0	0.00%
53 Indirect Facilities & Admin Support		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
54 Non-Cash Expense	566,206	5.66%	570,000	6.07%	3,794	0.67%	550,000	5.67%	(20,000)	-3.51%
55 Out-of-State Tuition Expense	905,919	9.06%	955,240	10.17%	49,321	5.44%	1,214,408	12.53%	259,168	27.13%
56 Subtotal Non-Cash Expenditures	1,502,130	15.02%	1,555,240	16.56%	53,110	-8.71%	1,794,408	18.51%	239,168	79.72%
57 Total Expenditures:	10,002,455	100.00%	9,392,436	100.00%	(610,019)	-6.10%	9,692,447	100.00%	300,011	3.19%

**Idaho State University
Intercollegiate Athletics Report
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
58										
59 Net Income/(deficit)	(798,977)		181,500		980,477	-122.72%	121,000		(60,500)	-33.33%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	(137,734)		43,766		181,500	-131.78%	164,766		121,000	276.47%
62										
63 Sport Camps & Clinics										
64 Revenue	168,462		150,000		(18,462)	-10.96%	150,000	1.55%	0	0.00%
65 Coach Compensation from Camp	97,398		90,000		(7,398)	-7.60%	90,000	0.93%	0	0.00%
66 Camp Expenses	82,432		60,000		(22,432)	-27.21%	60,000	0.62%	0	0.00%
67 Total Expenses	179,830		150,000		(29,830)	-16.59%	150,000	1.55%	0	0.00%
68										
69 Net Income from Camps	-11,369		0		11,369	-100.00%	0		0	0.00%

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		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
						(3-1)	(5/1)			(7-3)	(9/3)
		FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
Revenue by Program:											
1 General Revenue:											
2	Student Fees	1,839,156	23.88%	1,800,500	22.45%	(38,656)	-2.10%	1,875,260	23.39%	74,760	4.15%
3	Contributions	518,339	6.73%	466,400	5.82%	(51,939)	-10.02%	335,500	4.18%	(130,900)	-28.07%
4	State Support	2,201,200	28.58%	2,321,600	28.95%	120,400	5.47%	2,442,600	30.46%	121,000	5.21%
5	Institutional Gender Equity	626,500	8.13%	646,500	8.06%	20,000	3.19%	646,500	8.06%	0	0.00%
6	Institutional Support	365,600	4.75%	423,300	5.28%	57,700	15.78%	486,600	6.07%	63,300	14.95%
7	NCAA/Conference	493,850	6.41%	473,825	5.91%	(20,025)	-4.05%	426,000	5.31%	(47,825)	-10.09%
8	TV/Radio/Internet	9,692	0.13%	6,307	0.08%	(3,384)	-34.92%	5,000	0.06%	(1,307)	-20.73%
9	Concessions/program/etc.	17,534	0.23%	38,631	0.48%	21,097	120.32%	17,500	0.22%	(21,131)	-54.70%
10	Advertising/sponsorship/Royalty	551,818	7.17%	580,000	7.23%	28,182	5.11%	615,000	7.67%	35,000	6.03%
11	Endowments	23,870	0.31%	28,910	0.36%	5,040	21.11%	28,910	0.36%	0	0.00%
12	NCAA/Bowl/World Series	50,960	0.66%	2,000	0.02%	(48,960)	-96.08%	0	0.00%	(2,000)	-100.00%
13	Other	102,189	1.33%	220,214	2.75%	118,026	115.50%	60,069	0.75%	(160,145)	-72.72%
14	Total General Revenue	6,800,707	88.31%	7,008,187	87.40%	207,480	3.05%	6,938,939	86.53%	(69,248)	-0.99%
15 Revenue By Sport:											
16 Men's Programs:											
17 Football											
18	Ticket Sales	169,071	2.20%	195,218	2.43%	26,147	15.47%	170,000	2.12%	(25,218)	-12.92%
19	Game Guarantees	325,000	4.22%	300,000	3.74%	(25,000)	-7.69%	405,000	5.05%	105,000	35.00%
20	Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
21 Basketball											
22	Ticket Sales	120,288	1.56%	129,499	1.61%	9,211	7.66%	150,000	1.87%	20,501	15.83%
23	Game Guarantees	225,000	2.92%	315,000	3.93%	90,000	40.00%	305,000	3.80%	(10,000)	-3.17%
24	Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25	Track & Field/Cross Country	4,605	0.06%	4,136	0.05%	(469)	-10.18%	2,000	0.02%	(2,136)	-51.64%
26	Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
27	Baseball Ticket Sales		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
28	Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
29	Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
30	Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
31	Total Men's Sport Revenue	843,964	10.96%	943,853	11.77%	99,889	11.84%	1,032,000	12.87%	88,147	9.34%
32 Women's Programs											
33 Volleyball											
34	Ticket Sales	3,198	0.04%	3,063	0.04%	(135)	-4.22%	3,200	0.04%	137	4.47%
35	Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
36	Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Basketball											
38	Ticket Sales	15,018	0.20%	27,752	0.35%	12,734	84.79%	18,400	0.23%	(9,352)	-33.70%
39	Game Guarantees	11,000	0.14%	23,000	0.29%	12,000	109.09%	19,500	0.24%	(3,500)	-15.22%
40	Other (Tourn/Bowl/Conf)	14,295	0.19%	0	0.00%	(14,295)	-100.00%		0.00%	0	0.00%
41	Track & Field/Cross Country	4,605	0.06%	4,136	0.05%	(469)	-10.18%	2,000	0.02%	(2,136)	-51.64%
42	Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
43	Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44	Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
45	Soccer	7,561	0.10%	3,705	0.05%	(3,856)	-51.00%	5,000	0.06%	1,295	34.95%
46	Softball	1,000	0.01%	5,000	0.06%	4,000	400.00%		0.00%	(5,000)	-100.00%
47	Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
48	Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
49	Total Women's Sport Rev	56,677	0.74%	66,656	0.83%	9,979	17.61%	48,100	0.60%	(18,556)	-27.84%
50	Total Revenue	7,701,348	100.00%	8,018,696	100.00%	317,348	4.12%	8,019,039	100.00%	343	0.00%

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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	841,585	9.90%	870,677	11.11%	29,092	3.46%	719,052	9.10%	(151,625)	-17.41%
54 Fund Raising Office	222,109	2.61%	188,486	2.41%	(33,623)	-15.14%	191,360	2.42%	2,874	1.52%
55 Academics Support	244,515	2.88%	195,420	2.49%	(49,095)	-20.08%	190,950	2.42%	(4,470)	-2.29%
56 Media Relations	199,474	2.35%	165,804	2.12%	(33,670)	-16.88%	206,328	2.61%	40,524	24.44%
57 Marketing and Promotions	277,479	3.26%	158,485	2.02%	(118,994)	-42.88%	178,981	2.27%	20,496	12.93%
58 Ticket Office		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
59 Athletic Training Room	208,738	2.46%	271,928	3.47%	63,190	30.27%	282,337	3.57%	10,409	3.83%
60 Memberships and Dues	46,033	0.54%	46,000	0.59%	(33)	-0.07%	46,000	0.58%	0	0.00%
61 Facilities Mtn & Debt Service	85,000	1.00%	85,000	1.08%	0	0.00%	85,000	1.08%	0	0.00%
62 Capital Improvements		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
63 NCAA/Special Event/Bowls	46,595	0.55%	2,000	0.03%	(44,595)	-95.71%		0.00%	(2,000)	-100.00%
64 Other Miscellaneous	790,456	9.30%	637,487	8.13%	(152,969)	-19.35%	570,359	7.22%	(67,128)	-10.53%
65 Total Admin & General	2,961,984	34.85%	2,621,287	33.45%	(340,697)	-11.50%	2,470,367	31.28%	(150,920)	-5.76%
66										
67 Men's Programs:										
68 Football	1,953,471	22.98%	1,829,625	23.35%	(123,846)	-6.34%	1,885,790	23.88%	56,165	3.07%
69 Basketball	823,675	9.69%	761,429	9.72%	(62,246)	-7.56%	843,551	10.68%	82,122	10.79%
70 Track & Field/Cross Country	310,031	3.65%	291,865	3.72%	(18,166)	-5.86%	287,149	3.64%	(4,716)	-1.62%
71 Tennis	95,857	1.13%	95,879	1.22%	22	0.02%	97,874	1.24%	1,995	2.08%
72 Baseball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
73 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
74 Golf	91,870	1.08%	83,096	1.06%	(8,774)	-9.55%	14,315	0.18%	(68,781)	-82.77%
75 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
76 Rodeo		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
77 Total Men's Programs	3,274,904	38.53%	3,061,894	39.07%	(213,010)	-6.50%	3,128,679	39.61%	66,785	2.18%
78										
79 Women's Programs										
80 Volleyball	356,805	4.20%	329,750	4.21%	(27,055)	-7.58%	366,522	4.64%	36,772	11.15%
81 Basketball	598,824	7.04%	599,128	7.64%	304	0.05%	634,121	8.03%	34,993	5.84%
82 Track & Field/Cross Country	385,315	4.53%	342,406	4.37%	(42,909)	-11.14%	375,409	4.75%	33,003	9.64%
83 Tennis	123,439	1.45%	111,385	1.42%	(12,054)	-9.77%	111,221	1.41%	(164)	-0.15%
84 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
85 Golf	112,107	1.32%	103,909	1.33%	(8,198)	-7.31%	102,023	1.29%	(1,886)	-1.82%
86 Soccer	357,435	4.20%	364,894	4.66%	7,459	2.09%	413,305	5.23%	48,411	13.27%
87 Softball	329,512	3.88%	302,543	3.86%	(26,969)	-8.18%	296,392	3.75%	(6,151)	-2.03%
88 Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
89 Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
90 Rodeo/New Sport		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
91 Total Women's Programs	2,263,437	26.63%	2,154,015	27.48%	(109,422)	-4.83%	2,298,993	29.11%	144,978	6.73%
92										
93 Total Expenditures	8,500,325	100.00%	7,837,196	100.00%	(663,129)	-7.80%	7,898,039	100.00%	60,843	0.78%

University of Idaho
Intercollegiate Athletics Report
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	645,308	4.39%	425,005	2.88%	(220,303)	-34.14%	585,000	3.66%	159,995	37.65%
4 Guarantees	1,285,000	8.73%	1,164,000	7.89%	(121,000)	-9.42%	965,000	6.04%	(199,000)	-17.10%
5 Contributions	2,221,176	15.09%	2,426,325	16.44%	205,149	9.24%	3,687,975	23.09%	1,261,650	52.00%
6 NCAA/Conference/Tournaments	1,505,558	10.23%	1,414,765	9.59%	(90,793)	-6.03%	1,207,000	7.56%	(207,765)	-14.69%
7 TV/Radio/Internet Rights	150,000	1.02%	160,000	1.08%	10,000	6.67%	150,000	0.94%	(10,000)	-6.25%
8 Program/Novelty Sales, Concessionns, Parking	67,428	0.46%	42,000	0.28%	(25,428)	-37.71%	42,000	0.26%	0	0.00%
9 Royalty, Advertisement, Sponsorship	361,817	2.46%	264,250	1.79%	(97,567)	-26.97%	323,000	2.02%	58,750	22.23%
10 Endowment/Investment Income	220,184	1.50%	247,000	1.67%	26,816	12.18%	295,000	1.85%	48,000	19.43%
11 Other	223,157	1.52%	44,200	0.30%	(178,957)	-80.19%	30,200	0.19%	(14,000)	-31.67%
12 Total Program Revenue	6,679,628	45.39%	6,187,545	41.94%	(492,083)	-7.37%	7,285,175	45.62%	1,097,630	17.74%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
15 Student Fees	1,986,666	13.50%	2,038,187	13.81%	51,521	2.59%	2,092,920	13.11%	54,733	2.69%
16 Direct State/Govt Support	2,201,200	14.96%	2,263,906	15.34%	62,706	2.85%	2,259,640	14.15%	(4,266)	-0.19%
17 Gender Equity - Appropriated Funds	534,860	3.63%	561,560	3.81%	26,700	4.99%	589,600	3.69%	28,040	4.99%
18 Direct Institutional Support	688,800	4.68%	726,500	4.92%	37,700	5.47%	764,400	4.79%	37,900	5.22%
19 Subtotal State/Institutional Support	3,424,860	23.27%	3,551,966	24.07%	127,106	3.71%	3,613,640	22.63%	61,674	1.74%
20 Total Non-Program Revenue	5,411,526	36.77%	5,590,153	37.89%	178,627	3.30%	5,706,560	35.74%	116,407	2.08%
21 Subtotal Operating Revenue	12,091,154	82.16%	11,777,698	79.82%	(313,456)		12,991,735	81.36%	1,214,037	
22 Non-Cash Revenue										
23 Third Party Support	215,500	1.46%	248,500	1.68%	33,000	15.31%	248,500	1.56%	0	0.00%
24 Indirect Institutional Support	287,978	1.96%	400,000	2.71%	112,022	38.90%	400,000	2.50%	0	0.00%
25 Non-Cash Revenue	409,878	2.79%	528,586	3.58%	118,708	28.96%	528,586	3.31%	0	0.00%
26 Out-of-State Tuition Revenue	1,711,300	11.63%	1,800,000	12.20%	88,700	5.18%	1,800,000	11.27%	0	0.00%
27 Subtotal Non-Cash Revenue	2,624,656	17.84%	2,977,086	20.18%	352,430	13.43%	2,977,086	18.64%	0	0.00%
28 Total Revenue:	14,715,810	100.00%	14,754,784	100.00%	38,974	0.26%	15,968,821	100.00%	1,214,037	8.23%
29										
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	2,394,766	16.64%	2,289,150	15.52%	(105,616)	-4.41%	2,492,119	15.61%	202,969	8.87%
33 Guarantees	160,374	1.11%	291,204	1.97%	130,830	81.58%	275,000	1.72%	(16,204)	-5.56%
34 Coaching Salary/Benefits	2,228,029	15.48%	2,390,797	16.21%	162,768	7.31%	2,615,412	16.38%	224,615	9.39%
35 Admin Staff Salary/Benefits	1,769,848	12.30%	1,934,784	13.11%	164,936	9.32%	2,069,899	12.96%	135,115	6.98%
36 Severence Payments	109,140	0.76%	99,837	0.68%	(9,303)	-8.52%	214,271	1.34%	114,434	114.62%
37 Recruiting	477,736	3.32%	358,030	2.43%	(119,706)	-25.06%	428,800	2.69%	70,770	19.77%
38 Team Travel	1,581,545	10.99%	1,364,773	9.25%	(216,772)	-13.71%	1,679,479	10.52%	314,706	23.06%
39 Equipment, Uniforms and Supplies	423,464	2.94%	370,565	2.51%	(52,899)	-12.49%	402,897	2.52%	32,332	8.73%
40 Game Expenses	360,875	2.51%	438,134	2.97%	77,259	21.41%	541,511	3.39%	103,377	23.59%
41 Fund Raising, Marketing, Promotion	224,791	1.56%	224,432	1.52%	(359)	-0.16%	212,194	1.33%	(12,238)	-5.45%
42 Direct Facilities/Maint/Rentals	25,467	0.18%	10,500	0.07%	(14,967)	-58.77%	10,500	0.07%	0	0.00%
43 Debt Service on Facilities	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
44 Spirit Groups	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
45 Medical Expenses & Insurance	299,240	2.08%	370,440	2.51%	71,200	23.79%	377,900	2.37%	7,460	2.01%
46 Memberships & Dues	415,452	2.89%	409,000	2.77%	(6,452)	-1.55%	409,000	2.56%	0	0.00%
47 NCAA/Special Event/Bowls	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
48 Other Operating Expenses	1,296,699	9.01%	1,224,371	8.30%	(72,328)	-5.58%	1,261,238	7.90%	36,867	3.01%
49 Subtotal Operating Expenditures	11,767,426	81.76%	11,776,017	79.82%	8,591	2.38%	12,990,220	81.36%	1,214,203	100.00%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	208,000	1.45%	241,000	1.63%	33,000	15.87%	241,000	1.51%	0	0.00%
52 3rd Party Admin Staff Compensation	7,500	0.05%	7,500	0.05%	0	0.00%	7,500	0.05%	0	0.00%
53 Indirect Facilities & Admin Support	287,978	2.00%	400,000	2.71%	112,022	38.90%	400,000	2.51%	0	0.00%
54 Non-Cash Expense	409,878	2.85%	528,586	3.58%	118,708	28.96%	528,586	3.31%	0	0.00%
55 Out-of-State Tuition Expense	1,711,300	11.89%	1,800,000	12.20%	88,700	5.18%	1,800,000	11.27%	0	0.00%
56 Subtotal Non-Cash Expenditures	2,624,656	18.24%	2,977,086	20.18%	352,430	97.62%	2,977,086	18.64%	0	0.00%
57 Total Expenditures:	14,392,082	100.00%	14,753,103	100.00%	361,021	2.51%	15,967,306	100.00%	1,214,203	8.23%

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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
58										
59 Net Income/(deficit)	323,728		1,681		(322,047)	-99.48%	1,515		(166)	-9.88%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	685,765		687,446		1,681	0.25%	688,961		1,515	0.22%
62										
63 Sport Camps & Clinics										
64 Revenue	266,395		314,900		48,505	18.21%	314,900	1.97%	0	0.00%
65 Coach Compensation from Camp	55,885		63,843		7,958	14.24%	63,843	0.40%	0	0.00%
66 Camp Expenses	250,586		251,057		471	0.19%	251,057	1.57%	0	0.00%
67 Total Expenses	306,471		314,900		8,429	2.75%	314,900	1.97%	0	0.00%
68										
69 Net Income from Camps	-40,076		0		40,076	-100.00%	0		0	0.00%

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					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	1,986,666	16.43%	2,038,187	17.31%	51,521	2.59%	2,092,920	16.11%	54,733	2.69%
3 Contributions	2,221,176	18.37%	2,426,325	20.60%	205,149	9.24%	3,687,975	28.39%	1,261,650	52.00%
4 State Support	2,201,200	18.21%	2,263,906	19.22%	62,706	2.85%	2,259,640	17.39%	(4,266)	-0.19%
5 Institutional Gender Equity	534,860	4.42%	561,560	4.77%	26,700	4.99%	589,600	4.54%	28,040	4.99%
6 Institutional Support	688,800	5.70%	726,500	6.17%	37,700	5.47%	764,400	5.88%	37,900	5.22%
7 NCAA/Conference	1,505,558	12.45%	1,414,765	12.01%	(90,793)	-6.03%	1,207,000	9.29%	(207,765)	-14.69%
8 TV/Radio/Internet	150,000	1.24%	160,000	1.36%	10,000	6.67%	150,000	1.15%	(10,000)	-6.25%
9 Concessions/program/etc.	67,428	0.56%	42,000	0.36%	(25,428)	-37.71%	42,000	0.32%	0	0.00%
10 Advertising/sponsorship/Royalty	361,817	2.99%	264,250	2.24%	(97,567)	-26.97%	323,000	2.49%	58,750	22.23%
11 Endowments	220,184	1.82%	247,000	2.10%	26,816	12.18%	295,000	2.27%	48,000	19.43%
12 NCAA/Bowl/World Series	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
13 Other	223,157	1.85%	44,200	0.38%	(178,957)	-80.19%	30,200	0.23%	(14,000)	-31.67%
14 Total General Revenue	10,160,846	84.04%	10,188,693	86.51%	27,847	0.27%	11,441,735	88.07%	1,253,042	12.30%
15 Revenue By Sport:										
16 Men's Programs:										
17 Football										
18 Ticket Sales	545,623	4.51%	395,213	3.36%	(150,410)	-27.57%	535,000	4.12%	139,787	35.37%
19 Game Guarantees	1,185,000	9.80%	1,060,000	9.00%	(125,000)	-10.55%	850,000	6.54%	(210,000)	-19.81%
20 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
21 Basketball										
22 Ticket Sales	60,023	0.50%	18,731	0.16%	(41,292)	-68.79%	25,000	0.19%	6,269	33.47%
23 Game Guarantees	89,000	0.74%	99,000	0.84%	10,000	11.24%	115,000	0.89%	16,000	16.16%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country	421	0.00%		0.00%	(421)	-100.00%		0.00%	0	0.00%
26 Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
27 Baseball Ticket Sales		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
28 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
29 Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
30 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
31 Total Men's Sport Revenue	1,880,067	15.55%	1,572,944	13.36%	(307,123)	-16.34%	1,525,000	11.74%	(47,944)	-3.05%
32 Women's Programs										
33 Volleyball										
34 Ticket Sales	20,193	0.17%	5,856	0.05%	(14,337)	-71.00%	13,000	0.10%	7,144	121.99%
35 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
36 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Basketball										
38 Ticket Sales	18,627	0.15%	5,205	0.04%	(13,422)	-72.06%	12,000	0.09%	6,795	130.55%
39 Game Guarantees	11,000	0.09%	5,000	0.04%	(6,000)	-54.55%		0.00%	(5,000)	-100.00%
40 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
41 Track & Field/Cross Country	421	0.00%		0.00%	(421)	-100.00%		0.00%	0	0.00%
42 Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
43 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44 Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
45 Soccer		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
46 Softball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
47 Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
48 Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
49 Total Women's Sport Rev	50,241	0.42%	16,061	0.14%	(34,180)	-68.03%	25,000	0.19%	8,939	55.66%
50 Total Revenue	12,091,154	100.00%	11,777,698	100.00%	(313,456)	-2.59%	12,991,735	100.00%	1,214,037	10.31%

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					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	801,364	6.81%	711,242	6.04%	(90,122)	-11.25%	881,657	6.79%	170,415	23.96%
54 Fund Raising Office	398,229	3.38%	383,419	3.26%	(14,810)	-3.72%	421,969	3.25%	38,550	10.05%
55 Academics Support	220,728	1.88%	272,570	2.31%	51,842	23.49%	296,553	2.28%	23,983	8.80%
56 Media Relations	202,651	1.72%	223,401	1.90%	20,750	10.24%	222,248	1.71%	(1,153)	-0.52%
57 Marketing and Promotions	150,095	1.28%	154,800	1.31%	4,705	3.13%	167,990	1.29%	13,190	8.52%
58 Ticket Office	39,151	0.33%	39,533	0.34%	382	0.98%	36,786	0.28%	(2,747)	-6.95%
59 Athletic Training Room	561,424	4.77%	328,000	2.79%	(233,424)	-41.58%	328,000	2.52%	0	0.00%
60 Memberships and Dues	415,452	3.53%	409,000	3.47%	(6,452)	-1.55%	409,000	3.15%	0	0.00%
61 Facilities Mtn & Debt Service		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
62 Capital Improvements	289,794	2.46%	266,265	2.26%	(23,529)	-8.12%	77,200	0.59%	(189,065)	-71.01%
63 NCAA/Special Event/Bowls		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
64 Other Miscellaneous	798,340	6.78%	1,046,251	8.88%	247,911	31.05%	1,068,829	8.23%	22,578	2.16%
65 Total Admin & General	3,877,228	32.95%	3,834,481	32.56%	(42,747)	-1.10%	3,910,232	30.10%	75,751	1.98%
66										
67 Men's Programs:										
68 Football	3,618,892	30.75%	3,310,808	28.11%	(308,084)	-8.51%	3,974,901	30.60%	664,093	20.06%
69 Basketball	978,109	8.31%	1,014,432	8.61%	36,323	3.71%	1,097,518	8.45%	83,086	8.19%
70 Track & Field/Cross Country	360,532	3.06%	362,382	3.08%	1,850	0.51%	386,202	2.97%	23,820	6.57%
71 Tennis	99,653	0.85%	114,622	0.97%	14,969	15.02%	160,687	1.24%	46,065	40.19%
72 Baseball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
73 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
74 Golf	143,782	1.22%	158,533	1.35%	14,751	10.26%	161,389	1.24%	2,856	1.80%
75 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
76 Rodeo		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
77 Total Men's Programs	5,200,968	44.20%	4,960,777	42.13%	(240,191)	-4.62%	5,780,697	44.50%	819,920	16.53%
78										
79 Women's Programs										
80 Volleyball	524,178	4.45%	589,034	5.00%	64,856	12.37%	636,259	4.90%	47,225	8.02%
81 Basketball	721,839	6.13%	787,270	6.69%	65,431	9.06%	963,709	7.42%	176,439	22.41%
82 Track & Field/Cross Country	423,565	3.60%	442,921	3.76%	19,356	4.57%	478,550	3.68%	35,629	8.04%
83 Tennis	142,365	1.21%	169,133	1.44%	26,768	18.80%	207,077	1.59%	37,944	22.43%
84 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
85 Golf	172,610	1.47%	202,314	1.72%	29,704	17.21%	187,015	1.44%	(15,299)	-7.56%
86 Soccer	355,950	3.02%	400,907	3.40%	44,957	12.63%	433,944	3.34%	33,037	8.24%
87 Softball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
88 Skiing		0.00%		0.00%	0	0.00%		0.00%	96,959	100.00%
89 Swimming	348,723	2.96%	389,180	3.30%	40,457	11.60%	392,737	3.02%	3,557	0.91%
90 Rodeo/New Sport		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
91 Total Women's Programs	2,689,230	22.85%	2,980,759	25.31%	291,529	10.84%	3,299,291	25.40%	415,491	13.94%
92										
93 Total Expenditures	11,767,426	100.00%	11,776,017	100.00%	8,591	0.07%	12,990,220	100.00%	1,214,203	10.31%

**Lewis Clark College
Intercollegiate Athletics Report
FY07 Actuals, Revised Estimates for FY08, and FY09 Operating Budgets**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
1 Revenue:										
Program Revenue:										
Ticket Sales	31,939	1.08%	38,790	1.28%	6,851	21.45%	28,500	0.88%	(10,290)	-26.53%
Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Contributions	512,503	17.27%	449,573	14.88%	(62,930)	-12.28%	460,500	14.20%	10,927	2.43%
NCAA/Conference/Tournaments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
TV/Radio/Internet Rights	5,500	0.19%	5,500	0.18%	0	0.00%	5,000	0.15%	(500)	-9.09%
Program/Novelty Sales, Concessionns, Parking		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Royalty, Advertisement, Sponsorship		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Endowment/Investment Income		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Other		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Total Program Revenue	549,942	18.53%	493,863	16.35%	(56,079)	-10.20%	494,000	15.24%	137	0.03%
Non-Program Revenue:										
NCAA/Bowl/World Series	545,690	18.39%	513,000	16.98%	(32,690)	-5.99%	525,000	16.19%	12,000	2.34%
Student Fees	292,765	9.87%	294,890	9.76%	2,125	0.73%	285,000	8.79%	(9,890)	-3.35%
Direct State/Govt Support	807,341	27.20%	737,342	24.41%	(69,999)	-8.67%	908,100	28.01%	170,758	23.16%
Gender Equity - Appropriated Funds		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Direct Institutional Support	82,235	2.77%	126,500	4.19%	44,265	53.83%	126,500	3.90%	0	0.00%
Subtotal State/Institutional Support	889,576	29.98%	863,842	28.59%	(25,734)	-2.89%	1,034,600	31.91%	170,758	19.77%
Total Non-Program Revenue	1,728,031	58.23%	1,671,732	55.34%	(56,299)	-3.26%	1,844,600	56.89%	172,868	10.34%
Subtotal Operating Revenue	2,277,973	76.76%	2,165,595	71.68%	(112,378)		2,338,600	72.13%	173,005	7.99%
Non-Cash Revenue										
Third Party Support	25,000	0.84%	25,000	0.83%	0	0.00%	25,000	0.77%	0	0.00%
Indirect Institutional Support	121,784	4.10%	127,608	4.22%	5,824	4.78%	153,630	4.74%	26,022	20.39%
Non-Cash Revenue		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Out-of-State Tuition Revenue	542,868	18.29%	702,795	23.26%	159,927	29.46%	725,000	22.36%	22,205	3.16%
Subtotal Non-Cash Revenue	689,652	23.24%	855,403	28.32%	165,751	24.03%	903,630	27.87%	48,227	5.64%
28 Total Revenue:	2,967,625	100.00%	3,020,998	100.00%	53,373	1.80%	3,242,230	100.00%	221,232	7.32%
30 Expenditures										
Operating Expenditures:										
Athletics Student Aid	361,116	12.54%	404,805	13.41%	43,689	12.10%	415,000	12.81%	10,195	2.52%
Guarantees	35,546	1.23%	18,962	0.63%	(16,584)	-46.66%	20,000	0.62%	1,038	5.47%
Coaching Salary/Benefits	415,198	14.42%	404,816	13.41%	(10,382)	-2.50%	493,700	15.23%	88,884	21.96%
Admin Staff Salary/Benefits	287,002	9.97%	229,759	7.61%	(57,243)	-19.95%	285,000	8.79%	55,241	24.04%
Severance Payments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Recruiting	17,763	0.62%	25,185	0.83%	7,422	41.78%	25,200	0.78%	15	0.06%
Team Travel	190,198	6.61%	259,668	8.60%	69,470	36.53%	252,500	7.79%	(7,168)	-2.76%
Equipment, Uniforms and Supplies	140,751	4.89%	141,195	4.68%	444	0.32%	142,000	4.38%	805	0.57%
Game Expenses	79,653	2.77%	65,393	2.17%	(14,260)	-17.90%	65,600	2.02%	207	0.32%
Fund Raising, Marketing, Promotion		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Direct Facilities/Maint/Rentals		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Debt Service on Facilities		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Spirit Groups		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Medical Expenses & Insurance	27,068	0.94%	20,000	0.66%	(7,068)	-26.11%	20,000	0.62%	0	0.00%
Memberships & Dues		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
NCAA/Special Event/Bowls	531,856	18.47%	499,000	16.53%	(32,856)	-6.18%	523,000	16.14%	24,000	4.81%
Other Operating Expenses	103,281	3.59%	93,695	3.10%	(9,586)	-9.28%	95,000	2.93%	1,305	1.39%
Subtotal Operating Expenditures	2,189,432	76.05%	2,162,478	71.66%	(26,954)	-19.42%	2,337,000	72.12%	174,522	78.35%
Non-Cash Expenditures										
3rd Party Coaches Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
3rd Party Admin Staff Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
Indirect Facilities & Admin Support	121,784	4.23%	127,608	4.23%	5,824	4.78%	153,630	4.74%	26,022	20.39%
Non-Cash Expense	25,000	0.87%	25,000	0.83%	0	0.00%	25,000	0.77%	0	0.00%
Out-of-State Tuition Expense	542,868	18.86%	702,795	23.29%	159,927	29.46%	725,000	22.37%	22,205	3.16%
Subtotal Non-Cash Expenditures	689,652	23.95%	855,403	28.34%	165,751	119.42%	903,630	27.88%	48,227	21.65%
57 Total Expenditures:	2,879,084	100.00%	3,017,881	100.00%	138,797	4.82%	3,240,630	100.00%	222,749	7.38%

Lewis Clark State College
Intercollegiate Athletics Report
FY07 Actuals, Revised Estimates for FY08, and FY09 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
58										
59 Net Income/(deficit)	88,541		3,117		(85,424)	-96.48%	1,600		(1,517)	-48.67%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	108,536		111,653		3,117	2.87%	113,253		1,600	1.43%
62										
63 Sport Camps & Clinics										
64 Revenue	65,841		34,572		(31,269)	-47.49%	40,000	1.23%	5,428	15.70%
65 Coach Compensation from Camp	12,750		14,875		2,125	16.67%	19,500	0.60%	4,625	31.09%
66 Camp Expenses	43,557		19,591		(23,966)	-55.02%	20,000	0.62%	409	2.09%
67 Total Expenses	56,307		34,466		(21,841)	-38.79%	39,500	1.22%	5,034	14.61%
68										
69 Net Income from Camps	9,534		106		(9,428)	-98.89%	500		394	371.70%

**Lewis Clark College
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	292,765	12.85%	294,890	13.62%	2,125	0.73%	285,000	12.19%	(9,890)	-3.35%
3 Contributions	180,711	7.93%	134,042	6.19%	(46,669)	-25.83%	241,900	10.34%	107,858	80.47%
4 State Support	807,341	35.44%	737,342	34.05%	(69,999)	-8.67%	908,100	38.83%	170,758	23.16%
5 Institutional Gender Equity	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
6 Institutional Support	82,235	3.61%	126,500	5.84%	44,265	53.83%	126,500	5.41%	0	0.00%
7 NCAA/Conference	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
8 TV/Radio/Internet	5,500	0.24%	5,500	0.25%	0	0.00%	5,000	0.21%	(500)	-9.09%
9 Concessions/program/etc.	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
10 Advertising/sponsorship/Royalty	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
11 Endowments	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
12 NCAA/Bowl/World Series	545,690	23.96%	513,000	23.69%	(32,690)	-5.99%	525,000	22.45%	12,000	2.34%
13 Other	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
14 Total General Revenue	1,914,242	84.03%	1,811,274	83.64%	(102,968)	-5.38%	2,091,500	89.43%	280,226	15.47%
15 Revenue By Sport:										
16 Men's Programs:										
17 Football										
18 Ticket Sales		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
19 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
20 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
21 Basketball										
22 Ticket Sales	7,027	0.31%	8,534	0.39%	1,507	21.45%	6,270	0.27%	(2,264)	-26.53%
23 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
24 Contributions (Fundraising)	38,388	1.69%	15,923	0.74%	(22,465)	-58.52%	40,900	1.75%	24,977	156.86%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country (Contributions & Fundraising)	17,358	0.76%	16,890	0.78%	(468)	-2.70%	8,000	0.34%	(8,890)	-52.63%
26 Tennis (Contributions & Fundraising)	11,738	0.52%	16,034	0.74%	4,296	36.60%	8,000	0.34%	(8,034)	-50.11%
27 Baseball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
28 Ticket Sales		0.00%	19,395	0.90%	19,395	100.00%	14,250	0.61%	(5,145)	-26.53%
29 Contributions (Fundraising)	80,987	3.56%	50,356	2.33%	(30,631)	-37.82%	50,700	2.17%	344	0.68%
29 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
30 Golf (Contributions & Fundraising)	24,284	1.07%	14,661	0.68%	(9,623)	-39.63%	20,000	0.86%	5,339	36.42%
31 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
32 Total Men's Sport Revenue	179,782	7.89%	141,793	6.55%	(37,989)	-21.13%	148,120	6.33%	6,327	4.46%
33 Women's Programs										
34 Volleyball										
35 Ticket Sales	1,916	0.08%	2,328	0.11%	412	21.50%	1,710	0.07%	(618)	-26.55%
36 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Contributions (Fundraising)	26,870	1.18%	33,981	1.57%	7,111	26.46%	20,000	0.86%	(13,981)	-41.14%
38 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
39 Basketball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
40 Ticket Sales	7,027	0.31%	8,534	0.39%	1,507	21.45%	6,270	0.27%	(2,264)	-26.53%
41 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
42 Contributions (Fundraising)	81,369	3.57%	78,362	3.62%	(3,007)	-3.70%	32,000	1.37%	(46,362)	-59.16%
43 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44 Track & Field/Cross Country (Contributions & Fundraising)	29,582	1.30%	40,642	1.88%	11,060	37.39%	9,500	0.41%	(31,142)	-76.63%
45 Tennis (Contributions & Fundraising)	14,394	0.63%	25,194	1.16%	10,800	75.03%	9,500	0.41%	(15,694)	-62.29%
46 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
47 Golf (Contributions & Fundraising)	22,791	1.00%	23,487	1.08%	696	3.05%	20,000	0.86%	(3,487)	-14.85%
48 Soccer		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
49 Softball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
50 Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
51 Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
52 Total Women's Sport Rev	183,949	8.08%	212,528	9.81%	28,579	15.54%	98,980	4.23%	(113,548)	-53.43%
53 Total Revenue	2,277,973	100.00%	2,165,595	100.00%	(112,378)	-4.93%	2,338,600	100.00%	173,005	7.99%

**Lewis Clark State College
Intercollegiate Athletics Report
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY07 Act	%	FY08 Est as of 5/08	%	Variance 08 Est/07 Act	Variance %	FY09 Orig Oper Bdgt	%	Variance 09 Bud/08 Est	Variance %
54 Expenditures by Sport										
55 Administrative and General										
56 Athletic Director Office	402,784	18.40%	328,478	15.19%	(74,306)	-18.45%	444,700	19.03%	116,222	35.38%
57 Fund Raising Office	5,217	0.24%	780	0.04%	(4,437)	-85.05%		0.00%	(780)	-100.00%
58 Academics Support		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
59 Media Relations		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
60 Marketing and Promotions		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
61 Ticket Office		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
62 Athletic Training Room	47,879	2.19%	47,327	2.19%	(552)	-1.15%	48,000	2.05%	673	1.42%
63 Memberships and Dues		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
64 Facilities Mtn & Debt Service		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
65 Capital Improvements		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
66 NCAA/Special Event/Bowls		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
67 Other Miscellaneous	531,856	24.29%	499,000	23.08%	(32,856)	-6.18%	523,000	22.38%	24,000	4.81%
68 Total Admin & General	987,736	45.11%	875,585	40.49%	(112,151)	-11.35%	1,015,700	43.46%	140,115	16.00%
69										
70 Men's Programs:										
71 Football		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
72 Basketball	208,343	9.52%	182,367	8.43%	(25,976)	-12.47%	222,014	9.50%	39,647	21.74%
73 Track & Field/Cross Country	45,835	2.09%	67,353	3.11%	21,518	46.95%	42,032	1.80%	(25,321)	-37.59%
74 Tennis	31,756	1.45%	20,272	0.94%	(11,484)	-36.16%	40,451	1.73%	20,179	99.54%
75 Baseball	379,920	17.35%	404,866	18.72%	24,946	6.57%	402,012	17.20%	(2,854)	-0.70%
76 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
77 Golf	40,895	1.87%	45,657	2.11%	4,762	11.64%	49,874	2.13%	4,217	9.24%
78 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
79 Rodeo		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
80 Total Men's Programs	706,749	32.28%	720,515	33.32%	13,766	1.95%	756,383	32.37%	35,868	4.98%
81										
82 Women's Programs										
83 Volleyball	158,753	7.25%	177,688	8.22%	18,935	11.93%	170,696	7.30%	(6,992)	-3.93%
84 Basketball	212,007	9.68%	236,397	10.93%	24,390	11.50%	216,073	9.25%	(20,324)	-8.60%
85 Track & Field/Cross Country	45,066	2.06%	75,407	3.49%	30,341	67.33%	71,237	3.05%	(4,170)	-5.53%
86 Tennis	29,351	1.34%	25,838	1.19%	(3,513)	-11.97%	44,651	1.91%	18,813	72.81%
87 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
88 Golf	49,770	2.27%	51,048	2.36%	1,278	2.57%	62,260	2.66%	11,212	21.96%
89 Soccer		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
90 Softball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
91 Skiing		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
92 Swimming		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
93 Rodeo/New Sport		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
94 Total Women's Programs	494,947	22.61%	566,378	26.19%	71,431	14.43%	564,917	24.17%	(1,461)	-0.26%
95										
96 Total Expenditures	2,189,432	100.00%	2,162,478	100.00%	(26,954)	-1.23%	2,337,000	100.00%	174,522	8.07%

REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: III. POSTSECONDARY AFFAIRS

SUBSECTION T. INTERCOLLEGIATE ATHLETICS

April, 2002

T. Intercollegiate Athletics

4. Financial Reporting.

The Board requires that the institutions adopt certain reporting requirements and common accounting practices in the area of intercollegiate athletic financing. The institutions will submit the following reports to the Board:

- a. At the April Board meeting, the institutions shall submit a budget plan for the upcoming fiscal year beginning July 1. The plans shall detail the sources of revenue by category.
- b. At the June Board meeting, the institutions shall submit an operating budget for the upcoming fiscal year beginning July 1 in a format prescribed by the Board office.
- c. At the October Board meeting, institutions shall submit a statement of current funds, revenues, and expenditures, in the detail prescribed by the Board office, including all revenue earned during a fiscal year. A secondary breakdown of expenditures by sport and the number of participants will also be required. The number and amounts of nonresident tuition waivers and the fund balances as of June 30 of the report year should be included in the report. The general format of the report will be consistent with the format used in recent years. The revenue and expenditures reported on these reports must reconcile to the NCAA Agreed Upon Procedures Reports that are prepared annually and reviewed by the external auditors. The following fiscal year's financial information will be reported by each institution:
 - (1) Estimated revenues and expenditures for the current fiscal year.
 - (2) Actual revenues and expenditures for the fiscal year most recently completed.
 - (3) Proposed operating budget for the next budget year beginning July 1. This report, however, will be submitted to the Board at its June meeting with other institutional operating budgets.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- d. An annual report of estimated (for the current year) and actual (for the most recently completed year) revenues and expenditures of the institution's booster organization, requested for submission to the Board for information only.
- e. A general narrative paper explaining each institution's policy on grants-in-aid for men and women athletes (including nonresident tuition waivers), procedures for charging or allocating costs for facilities' use to athletic programs, and any allocations of personnel or operating expenses to or from the other departments or units of the institution.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Report of annual Student Health Insurance Premium (SHIP) rates

REFERENCE

June 2007

Board approved request to enter into three year SHIP contract

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.P.16 and V.R.3.b.

BACKGROUND

Boise State University offers SHIP insurance for full-time fee paying students without adequate health insurance coverage. In compliance with SBOE policy, participation is mandatory unless the student provides appropriate evidence of alternative coverage. Students are automatically enrolled in the plan (or waive the requirement) as they register for each semester. The contract with Maksin, Inc. requires annual negotiation to adjust rates for health care costs and claims experience.

DISCUSSION

Boise State University has negotiated a student health insurance rate of \$697.00 per semester for the 2008-2009 academic year. This rate is a \$67.00 (10.6%) increase over the current rate. This increase is due to both medical inflationary trending of 12.7% and the high utilization of community health resources by students. Total health care claims costs are projected to total 110% of premium revenue collected for the current policy year, that is, for every \$100 of premium revenue collected, students are incurring \$110 of health service claims expense.

Other plan changes include a decrease in the plan year cap for intercollegiate sports injuries (from \$100,000 to \$75,000), due to the fact that the NCAA's insurance begins paying when expenses reach \$75,000. Finally, infusion therapy, previously considered drug therapy and capped at \$400 per plan year, will now be considered a separate benefit subject to a plan year max of \$3,000.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IMPACT

Rates for the current and next year are as follows:

	<u>2007/2008</u>		<u>2008/2009</u>	
	<u>Fall</u>	<u>Spring</u>	<u>Fall</u>	<u>Spring</u>
Student	\$ 630	\$ 630	\$ 697	\$ 697
Spouse	890	1,246	981	1,384
One Child	760	1,064	837	1,182
Children	990	1,386	1,093	1,540
Athletic Supplement	204	204	227	277

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed student health insurance plans.

BOARD ACTION

This item is for informational purposes only. Any action is at the Board's discretion.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IDAHO STATE UNIVERSITY

SUBJECT

Report of annual Student Health Insurance Premium (SHIP) rates

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.P.16 and V.R.3. b.

BACKGROUND

Idaho State University offers Student Health Insurance as a requirement for full fee paying students without adequate health insurance coverage. This is in compliance with SBOE policy. Students are automatically enrolled in the coverage unless they provide evidence of alternative coverage. The current contract with Academic Health Plans requires annual negotiation.

DISCUSSION

Idaho State University is dedicated to providing an affordable student health insurance that will protect students against financial impact of illness or injuries while they are pursuing their educational goals. ISU currently contracts with Academic Health Plans with the plan underwritten by ACE American Insurance. ACE is rated a+ (superior) by A.M. Best. Academic Health Plans specializes in student health insurance. ISU continues to search for ways to control rising premiums while at the same time providing adequate health insurance.

The 2008/2009 student health insurance proposed plan offers the same benefits as the plan in place for the 2007/2008 academic year, with coverage for Chiropractic Care added to the Plan to be paid under the Physical Therapy benefit. Also, Exclusion #20, Sleep Disorders, has been removed from the Plan.

	<u>2007/2008</u>		<u>2008/2009</u>	
	<u>Fall</u>	<u>Spring</u>	<u>Fall</u>	<u>Spring</u>
Student Annual	\$1,046	\$1,046	\$1,156	\$1,156
Spouse Annual	\$3,284	\$3,284	\$3,330	\$3,330
Children Annual	\$1,404	\$1,404	\$1,424	\$1,424
Session Rate	\$215/Session		\$238/Session	

The student health insurance plan offers optional catastrophic coverage up to \$100,000 maximum with premium based on the age of student.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

FISCAL IMPACT

The student health insurance contract does not obligate the University for payment to the contractor. ISU has negotiated with Academic Health Plans at a student rate of \$578/semester for the 2008-2009 academic year, which is a 10.52% increase. The proposed premium cost includes a \$32,000 administrative fee to be paid to the ISU Student Health Insurance Office.

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed student health insurance rates.

BOARD ACTION

This item is for informational purposed only. Any action will be at the Board's discretion.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

LEWIS-CLARK STATE COLLEGE

SUBJECT

Report of annual Student Health Insurance Premium (SHIP) rates

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.P.16 and V.R.3. b.

BACKGROUND

Lewis-Clark State College entered into a contract for student health insurance with Renaissance Agencies, Inc., underwritten by Guarantee Trust Life Insurance Company, for FY2004. The Contract Period was for one (1) year with option to renew upon mutual agreement of the contracting parties for one (1) year intervals for a total of five (5) consecutive renewals. LCSC has elected to renew coverage. For FY2005, the premium for full-time students was \$365.00 per year. For FY2006, the guarantor was changed to Nationwide Life Insurance Company and the premium was \$730.00 per year. For FY2007 the premium for full-time students was \$1,114.00 per year. The premium for full-time students was \$1,240.00 per year for FY2008.

DISCUSSION

Effective for the Fall semester 2008, the premium for full-time students will remain at \$1,240.00 per year, with a maximum benefit of \$50,000 per injury or sickness.

As required by Board policy, all Full Fee-Paying Students enrolled for eight (8) or more credit hours will automatically be covered under the College's SHIP. The premium will automatically be charged to all International Students, regardless of credit hours, and all full-fee paying Domestic Students each semester. Domestic Students with existing health insurance coverage will be exempted from participation in the SHIP offered by the College by completing and filing a waiver each academic semester and providing proof of comparable insurance as requested.

PREMIUM - \$250 Deductible, \$50,000 Maximum for Basic Benefits For all Eligible Students (SHIP includes Intercollegiate Athletic Injury Coverage – \$2,500 max as a listed benefit)				
	2007/2008		2008/2009	
	Fall	Spring	Fall	Spring
Student Only	521.00	719.00	521.00	719.00
Student & Spouse	1,239.00	1,709.00	1,239.00	1,709.00
Student & Child(ren)	1,267.00	1,749.00	1,267.00	1,749.00
Student, Spouse & Child(ren)	1,984.00	2,738.00	1,984.00	2,738.00

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Institute for Intensive English (8 week term)	
Institute for Intensive English Students (per 8-week term)	145.00

IMPACT

There is no impact to the College budget. Student health insurance premiums are paid by the students.

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed student health insurance rates.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: III. POSTSECONDARY AFFAIRS
SUBSECTION: P. STUDENTS

August 2002

The following policies and procedures are applicable to or for any person designated as a student at an institution under governance of the Board. A "student" means any person duly admitted and regularly enrolled at an institution under governance of the Board as an undergraduate, graduate, or professional student, on a full-time or part-time basis, or who is admitted as a nonmatriculated student on or off an institutional campus.

16. Student Health Insurance (Effective July 1, 2003)

The Board's student health insurance policy is a minimum requirement. Each institution, at its discretion, may adopt policies and procedures more stringent than those provided herein.

a. Health Insurance Coverage Offered through the Institution

Each institution shall provide the opportunity for students to purchase health insurance. Institutions are encouraged to work together to provide the most cost effective coverage possible. Health insurance offered through the institution shall provide benefits in accordance with state and federal law.

b. Mandatory Student Health Insurance

Every full-fee paying student (as defined by each institution) attending classes in Idaho shall be covered by health insurance. Students shall purchase health insurance offered through the institution, or may instead, at the discretion of each institution, present evidence of health insurance coverage that is at least substantially equivalent to the health insurance coverage offered through the institution. Students without evidence of health insurance coverage shall be ineligible to enroll at the institution.

(1) Students presenting evidence of health insurance coverage not acquired through the institution shall provide at least the following information:

- (a) Name of health insurance carrier
- (b) Policy number
- (c) Location of an employer, insurance company or agent who can verify coverage

(2) Each institution shall monitor and enforce student compliance with this policy.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- (3) Each institution shall develop procedures that provide for termination of a student's registration if he or she is found to be out of compliance with this policy while enrolled at the institution. Each institution, at its discretion, may provide a student found to be out of compliance the opportunity to come into compliance before that student's registration is terminated, and may provide that a student be allowed to re-enroll upon meeting the conditions set forth herein, and any others as may be set forth by the institution.

REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection R: Establishment of Fees

October, 2003

3. Fees Approved by the Chief Executive Officer of the Institution

b. Student Health Insurance Premiums or Room and Board Rates

Fees for student health insurance premiums paid either as part of the uniform student fee or separately by individual students, or charges for room and board at the dormitories or family housing units of the institutions. Changes in insurance premiums or room and board rates or family housing charges shall be approved by the chief executive officer of the institution no later than three (3) months prior to the semester the change is to become effective. The chief executive officer shall report such changes to the Board at its June meeting.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

SUBJECT

Approval of FY 2009 Appropriated Funds Operating Budgets

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section V.B.3.b.(2), 4.b.(1), 5.c, 6.b.

BACKGROUND

Per Board policy, each institution, school or agency prepares an operating budget for appropriated funds, non-appropriated auxiliary enterprises, non-appropriated local services, and non-appropriated other.

For the appropriated funds operating budget, Board policy states, "each institution, school or agency prepares an operating budget for the next fiscal year based upon guidelines adopted by the Board. Each budget is then submitted to the Board, in a summary format prescribed by the Executive Director, for review and formal approval before the beginning of the fiscal year." The appropriated operating budgets have been developed based on appropriations passed by the legislature during the 2008 session.

For the college and university non-appropriated operating budgets, Board policy requires reports of revenues and expenditures to be submitted to the State Board of Education at the request of the Board. Currently, these operating budgets are submitted to the Board office and are available to Board members.

DISCUSSION

Operating budgets are presented in two formats: budgets for agencies, health programs, and special programs contain a summary (displayed by program, by source of revenue, and by expenditure classification) and a budget overview that briefly describes the program and changes from the previous fiscal year. The source of revenue contains all sources of revenues (General Funds, Federal Funds, Miscellaneous Revenue, and Economic Recovery Reserve Fund).

For the college and universities, postsecondary professional-technical education and agricultural research/cooperative extension, supplemental information is provided: personnel costs are summarized by type of position, and individual position changes are detailed. The college and universities budget reports only contain information about appropriated funds, which include state General and Endowment revenues and a portion of student fees.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IMPACT

Approval of the budgets establishes agency and institutional fiscal spending plans for FY 09, and allows the agencies and institutions to continue operations from FY 08 into FY 09.

ATTACHMENTS

See next page.

STAFF COMMENTS AND RECOMMENDATIONS

Budgets were developed according to legislative intent and/or Board guidelines. Board staff has reviewed the documents and reminds the Board that agency and institution appropriations contain full funding for the increased cost of employee health insurance (ongoing) and the replacement items, such as equipment (one-time).

According to the strategic planning calendar approved by the Board in April, the agencies and institutions will provide the Board for the June 2009 meeting 8-year strategic operating plans. The institutions will also provide 8-year capital facilities and debt plans. Staff will work with the BAHHR (Finance) Committee and with the agencies and institutions to include all funds in these plans in order to provide the Board with a more comprehensive and long-term picture of institutional finances that can be used for strategic planning.

BOARD ACTION

A motion to approve the FY 09 operating budgets for the Office of the State Board of Education, Idaho School for the Deaf and Blind, Idaho State Historical Society, Idaho Commission for Libraries, Idaho Public Television, Division of Vocational Rehabilitation, College and Universities, Postsecondary Professional-Technical Education, Agricultural Research/Extension, Health Education and Special Programs, as detailed.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

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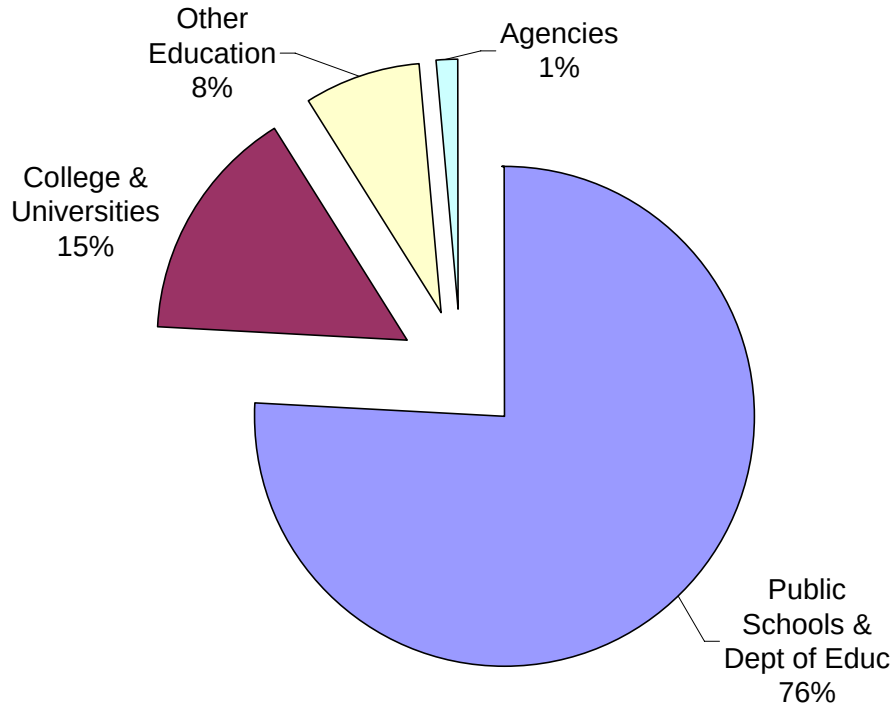
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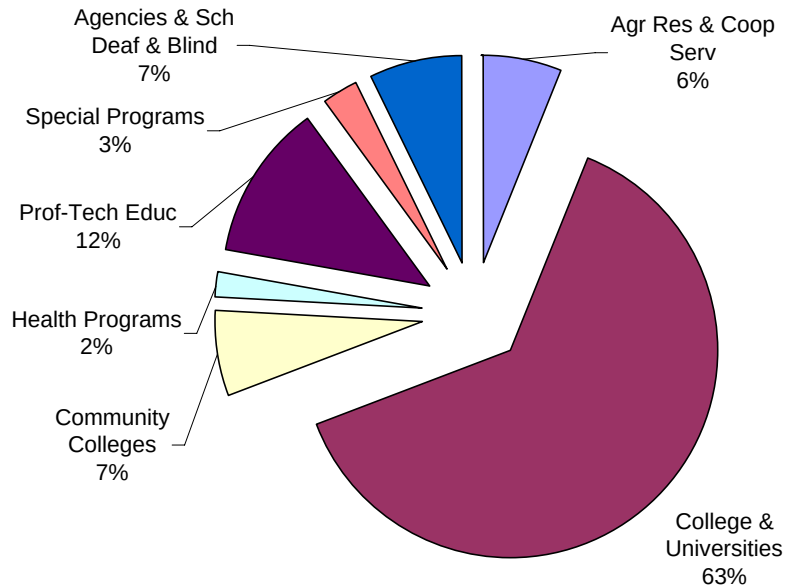
State Board of Education

FY09 General Account Funds by Program

Includes Public Schools and Department of Education General Account Funds



Excludes Public Schools and Department of Education General Account Funds



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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

STATE BOARD OF EDUCATION AGENCIES
FY 2009 BUDGET OVERVIEW

In accordance with Board policy, each agency prepares an operating budget for review and approval by the State Board of Education (SBOE). The appropriated operating budgets have been developed based on appropriations passed by the legislature during the 2008 session.

The operating budgets presented for agencies, health programs, and special programs contain a summary by program, by source of revenue, and by expenditure classification and a budget overview that briefly describes the program and changes from the previous fiscal year. The source of revenue contains all sources of revenues (General Funds, Federal Funds, Miscellaneous Revenue, and Economic Recovery Reserve Fund).

All of the agencies' appropriation bills include an increase of 3% in employee compensation (CEC).

Agencies and institutions had various items included in their respective appropriations, including Replacement Capital Outlay equipment (one-time). Most of the new items included in appropriations were one-time in nature rather than ongoing.

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OFFICE OF THE STATE BOARD OF EDUCATION
FY 2009 Operating Budget

		FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Office of the State Board of Education	19,795,200	13,977,800	-29.39%
4	Governor's Initiative - Incentive Grants	87,500	-	-100.00%
5	Medical Education Recommendation	-	90,000	100.00%
6	System Wide Needs	100,000	100,000	0.00%
7	Total Programs	19,982,700	14,167,800	-29.10%
8	By Fund Source:			
9	General Fund	10,920,700	5,317,000	-51.31%
10	Federal Funds	8,536,600	8,689,800	1.79%
11	Miscellaneous Revenue	140,400	140,900	0.36%
12	Millenium Fund	300,000	0	-100.00%
13	Indirect Cost Recovery Fund	85,000	20,100	-76.35%
14	Total Funds	19,982,700	14,167,800	-29.10%
15	By Expenditure Classification:			
16	Personnel Costs	2,111,700	2,303,400	9.08%
17	Operating Expenditures	10,606,900	9,902,300	-6.64%
18	Capital Outlay	2,000	0	-100.00%
19	Trustee/Benefit Payments	6,962,100	1,962,100	-71.82%
20	Lump Sum	300,000	0	-100.00%
21	Total Expenditures	19,982,700	14,167,800	-29.10%
22	Full Time Position	27.00	28.00	3.70%

23 Budget Overview

24 Personnel costs reflect the 3% employee compensation (CEC) increase provided in the agency appropriation bill, House Concurrent Resolution 49 for FY2009. In addition to standard program maintenance items, this budget includes \$144,100 for the DRC contract inflation, \$128,100 for the National Assessment for Educational Progress program, the addition of one FTP for the already funded GEAR UP regional coordinator, and \$90,000 for the Medical Education study recommendation. The \$100,000 in System-wide needs is funded out of the College and Universities appropriation bill, House Bill 610.

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IDAHO SCHOOL FOR THE DEAF AND THE BLIND
FY 2009 Operating Budget

	FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
By Program:			
Campus Operations	5,917,900	5,735,500	-3.08%
Outreach Services	2,513,500	3,111,000	23.77%
Total Programs	8,431,400	8,846,500	4.92%
By Fund Source:			
General Fund	8,105,300	8,503,700	4.92%
Federal Funds	151,500	152,700	0.79%
Miscellaneous Revenue	95,900	95,900	0.00%
Dedicated Funds	78,700	94,200	19.70%
Economic Recovery Reserve Fund			
Total Funds	8,431,400	8,846,500	4.92%
By Expenditure Classification:			
Personnel Costs	7,070,900	7,474,300	5.71%
Operating Expenditures	1,238,500	1,287,900	3.99%
Capital Outlay	122,000	84,300	-30.90%
Total Expenditures	8,431,400	8,846,500	4.92%
Full Time Position	119.52	93.74	-21.57%

Budget Overview

Personnel costs increases reflect the 3% CEC and benefit increase in Senate Bill 1496 for FY 2009. Senate Bill 1496 appropriates moneys for the Idaho School for the Deaf and the Blind for FY 2009. In addition to standard program maintenance items, this budget includes \$84,300 for replacement capital items from the General Fund. This budget transfers a total of 6.50 positions and \$498,100 in Personnel Costs from Campus Operations to Outreach Services. Additionally, this budget removes 15.48 FTP's reflecting alignment of full-time equivalents with the State Controller Office FTP's. One position was reduced from a 1.00 to .92 FTP. The increase in the Dedicated Fund appropriation reflects an adjustment for ongoing dedicated fund balances received through the Idaho Endowment Fund Investment Board.

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IDAHO STATE HISTORICAL SOCIETY
FY 2009 Operating Budget

		FY 2008 BUDGET	FY 2008 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Historic Preservation & Education	4,947,300	5,689,500	15.00%
4	Historic Site Maint. and Interpretation	634,800		
5	Total Programs	5,582,100	5,689,500	1.92%
6	By Fund Source:			
7	General Fund	2,972,200	3,347,200	12.62%
8	Federal Fund	1,075,000	995,400	-7.40%
9	Miscellaneous Revenue Fund	777,500	792,800	1.97%
11	Permanent Building Fund	757,400	554,100	-26.84%
12	Total Funds	5,582,100	5,689,500	1.92%
13	By Expenditure Classification:			
14	Personnel Costs	3,057,500	3,178,200	3.95%
15	Operating Expenditures	2,015,600	1,800,700	-10.66%
16	Capital Outlay	357,400	549,000	53.61%
17	Trustee/Benefit Payments	151,600	161,600	6.60%
18	Total Expenditures	5,582,100	5,689,500	1.92%
19	Full Time Position	49.02	49.02	0.00%

Budget Overview

House Bill 570 appropriates moneys for the State Historical Society for FY 2009. The Historical Sites Maintenance and Interpretation program was transferred to the Historical Preservation & Education program to gain management efficiency. In addition to standard program maintenance items, this budget reflects a 3% increase in employee compensation (CEC) and employee health insurance at \$8,700. Additional capital outlay for the Public Archives and Research Library includes \$500,000 for compact mobile archival shelving. \$30,000 is provided as one-time Trustee/Benefit to strengthen the Community Assistance Grants program. The bill also reappropriates (carryover spending authority) the unexpended balance of the Permanent Building Fund for the Capitol Restoration and Renovation Project.

Senate Bill 1498 appropriates \$5,000,000 in FY 2009 to the Permanent Building Fund for the expansion and renovation of the Idaho State Historical Museum.

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IDAHO COMMISSION FOR LIBRARIES
FY 2009 Operating Budget

	FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
1			
2 By Program:			
3 Library Services	4,465,900	5,865,900	31.35%
4 Total Programs	4,465,900	5,865,900	31.35%
5 By Fund Source:			
6 General Fund	2,879,800	4,269,300	48.25%
7 Federal Funds	1,510,800	1,521,300	0.69%
8 Miscellaneous Revenue	75,300	75,300	0.00%
9 Economic Recovery Reserve Fund			
10 Total Funds	4,465,900	5,865,900	31.35%
11 By Expenditure Classification:			
12 Personnel Costs	2,184,900	2,523,200	15.48%
13 Operating Expenditures	1,480,000	2,331,900	57.56%
14 Capital Outlay	168,000	227,800	35.60%
15 Trustee/Benefit Payments	633,000	783,000	23.70%
16 Total Expenditures	4,465,900	5,865,900	31.35%
17 Full Time Position	40.50	45.50	12.35%

18 **Budget Overview**

19 House Bill 571 appropriates moneys for the Idaho Commission for Libraries for FY 2009 and transfers funding for the Linking Libraries in Idaho (LiLI) program from the Public Schools budget . House Bill 648 is a trailer bill that appropriates additional monies and three FTEs for the digital repository .

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IDAHO PUBLIC TELEVISION

FY 2008 Operating Budget

		FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Programming	1,523,917	1,602,948	5.19%
4	* Technical Services	2,740,964	3,398,287	23.98%
5	Communications	485,300	561,293	15.66%
6	** Production	1,923,293	1,409,387	-26.72%
7	Administration	1,295,985	1,405,232	8.43%
8	Marketing	1,217,131	1,171,418	-3.76%
9	Total Programs	9,186,590	9,548,565	3.94%
10	By Fund Source:			
11	General Fund	3,279,900	3,530,300	7.63%
12	Federal Funds	400,000		
13	Dedicated CPB Funds	949,200	1,008,400	6.24%
14	Economic Recovery Reserve Fund			
15	Local Funds	4,557,490	5,009,865	9.93%
16	Total Funds	9,186,590	9,548,565	3.94%
17	By Expenditure Classification:			
18	Personnel Costs	3,842,022	4,077,985	6.14%
19	Operating Expenditures	3,224,568	3,314,480	2.79%
20	Capital Outlay	2,120,000	2,156,100	1.70%
20	Total Expenditures	9,186,590	9,548,565	3.94%
21	Full Time Position	57.00	57.00	0.00%

24 Budget Overview

25 SECTION 1. There is hereby appropriated to the State Board of Education for Idaho Public Television the following amounts to be expended according to the designated expense classes from the listed funds for the period July 1, 2008 through June 30, 2009.

Section 2. In accordance with Section 67-3519, Idaho Code, the Idaho Educational Public Broadcasting System is authorized no more that thirty-three (33) full time equivalent positions to be funded by the appropriation in Section 1 of this act, at any point during the period July 1, 2008, through June 30, 2009, unless specifically authorized by the Governor. The Joint Finance Appropriations Committee will be notified promptly of any increased positions so authorized.

Section 3. Any unspent moneys appropriated for digital equipment upgrades for the period July 1, 2007 through June 30, 2008, shall be reappropriated for the purposes of completintg future digital equipment projects. This appropriation acknowledgeds that additional nonstate grant funds may become available to support digital equipment upgrades during the period July 1, 2009 through June 30, 2009.

* The Production Department percentage decrease of 26.72% is because of one-time capital in the remodel of the production control center at IdahoPTV's main offices in Boise.

** The Engineering Department increase of 23.98% is attributed to one- time capital in the ongoing transistion to digital television.

Notes:

FY 2008 budget per Senate Bill 1215.

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IDAHO DIVISION OF VOCATIONAL REHABILITATION
FY 2009 Operating Budget

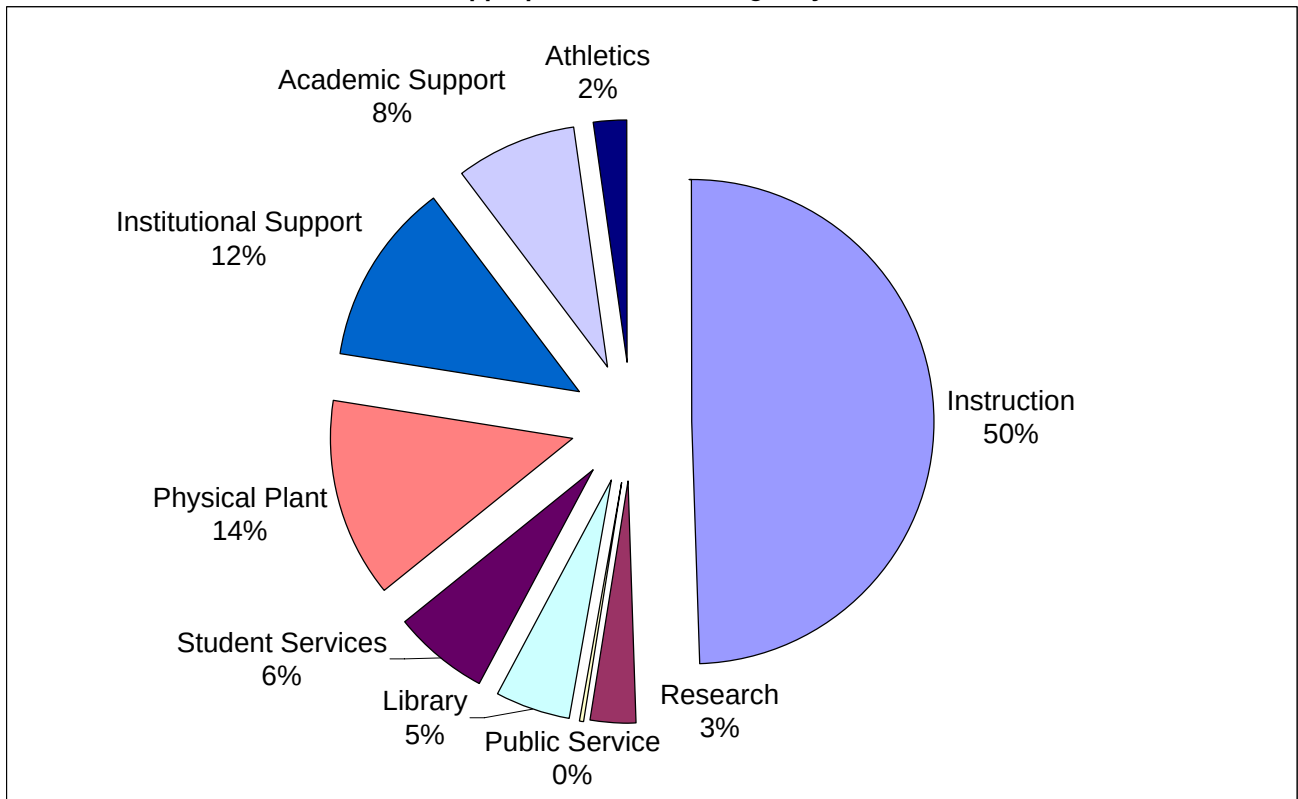
		FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Renal Disease	649,700	664,900	2.34%
4	Vocational Rehabilitation	19,718,200	20,238,600	2.64%
5	Epilepsy League	70,300	70,300	0.00%
7	Comm. Supp. Employ. Work Svcs. (CSE)	4,237,100	4,321,200	1.98%
8				
9	Total Programs	24,675,300	25,295,000	2.51%
10	By Fund Source:			
11	General Fund	8,353,000	8,520,900	2.01%
12	Federal Funds	14,800,600	15,221,100	2.84%
13	Miscellaneous Revenue	900,000	918,900	2.10%
14	Dedicated Funds	621,700	634,100	1.99%
15	Economic Recovery Reserve Fund			
16	Total Funds	24,675,300	25,295,000	2.51%
17	By Expenditure Classification:			
18	Personnel Costs	8,311,300	8,868,800	6.71%
19	Operating Expenditures	1,636,200	1,523,300	-6.90%
20	Capital Outlay	324,300	211,600	-34.75%
21	Trustee/Benefit Payments	14,403,500	14,691,300	2.00%
22	Total Expenditures	24,675,300	25,295,000	2.51%
23	Full Time Position	150.00	151.00	0.67%

Budget Overview

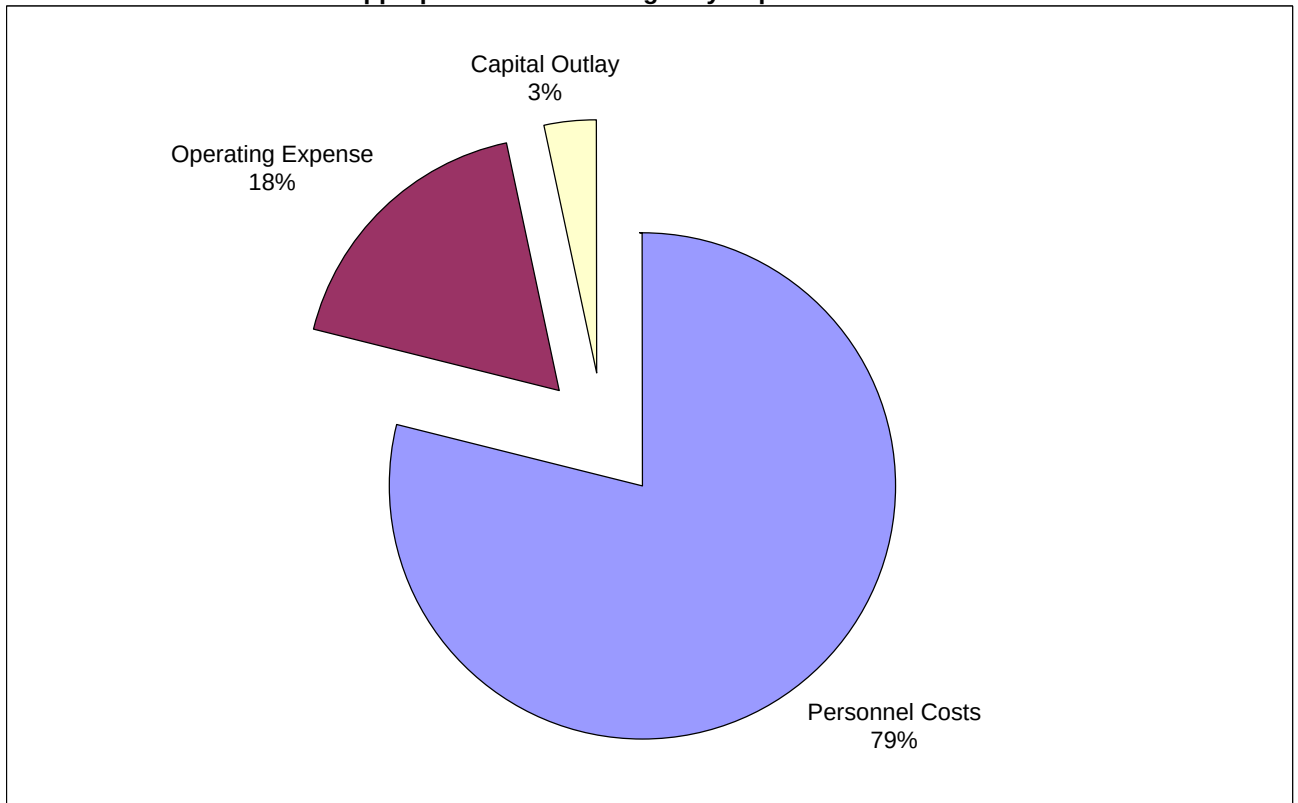
- Personnel costs reflect the 3% employee compensation (CEC) increase in House Concurrent Resolution No.49 for FY 2009 and \$76,500 for the new PASS Plan Writer position added starting FY2009. This position also added one FTP.
- Senate Bill 1492 appropriates moneys for the Idaho Division of Vocational Rehabilitation. In addition to standard program maintenance items and the new personnel funds for the new position this budget includes a 1% Federal increase, and a \$225,000 decrease for removal of one time expenditures from FY2008.

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COLLEGE & UNIVERSITIES
FY09 Appropriated Funds Budget By Function



FY09 Appropriated Funds Budget By Expenditure Classification



COLLEGE & UNIVERSITIES SUMMARY

Budget Distribution by Activity and Expense Class

July 1, 2008 - June 30, 2009

	FY2008 Original Budget		FY2009 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
By Function/ Exp Class						
By Function:						
Instruction	\$197,183,898	50.15%	\$208,170,667	49.47%	\$10,986,769	5.57%
Research	10,841,701	2.76%	12,821,989	3.05%	1,980,288	18.27%
Public Service	851,723	0.22%	927,712	0.22%	75,989	8.92%
Library	20,796,365	5.29%	21,270,539	5.06%	474,174	2.28%
Student Services	25,624,322	6.52%	27,114,696	6.44%	1,490,374	5.82%
Physical Plant	51,421,158	13.08%	55,656,735	13.23%	4,235,577	8.24%
Institutional Support	44,804,530	11.40%	51,022,189	12.13%	6,217,659	13.88%
Academic Support	32,549,106	8.28%	34,241,263	8.14%	1,692,157	5.20%
Athletics	9,101,290	2.31%	9,546,610	2.27%	445,320	4.89%
13 Total Bdgt by Function	\$393,174,093	100.00%	\$420,772,400	100.00%	\$27,598,307	7.02%
By Expense Class:						
Personnel Costs:						
Salaries:						
Faculty	\$121,134,984	30.85%	\$128,254,240	30.73%	\$7,119,256	5.88%
Executive/Admin	14,230,871	3.62%	15,108,194	3.62%	877,323	6.16%
Managerial/Prof	40,967,548	10.43%	43,253,844	10.36%	2,286,296	5.58%
Classified	41,649,589	10.61%	42,846,284	10.27%	1,196,695	2.87%
Grad Assist	7,976,112	2.03%	8,201,762	1.97%	225,650	2.83%
Irregular Help	6,434,908	1.64%	6,049,791	1.45%	(385,117)	-5.98%
Total Salaries	\$232,394,012	59.18%	\$243,714,115	58.39%	\$11,320,103	4.87%
Personnel Benefits	76,634,397	19.52%	85,830,081	20.56%	9,195,684	12.00%
Total Pers Costs	\$309,028,409	78.70%	\$329,544,196	78.96%	\$20,515,787	6.64%
Operating Expense:						
Travel	2,096,307	0.53%	2,385,576	0.57%	289,269	13.80%
Utilities	13,657,467	3.48%	14,101,467	3.38%	444,000	3.25%
Insurance	2,141,817	0.55%	2,798,217	0.67%	656,400	30.65%
Other Oper. Exp	52,424,061	13.35%	54,778,163	13.12%	2,354,102	4.49%
Total Oper. Exp	\$70,319,652	17.91%	\$74,063,423	17.74%	\$3,743,771	5.32%
Capital Outlay:						
Depart Equipment	3,911,744	1.00%	4,233,594	1.01%	321,850	8.23%
Library Acquisitions	9,398,187	2.39%	9,535,587	2.28%	137,400	1.46%
Total Cap Outlay	\$13,309,931	3.39%	\$13,769,181	3.30%	\$459,250	3.45%
36 Tot Bdgt by Exp Class	\$392,657,992	100.00%	\$417,376,800	100.00%	\$24,718,808	6.30%
Expenses from One-Time Func	\$4,755,200		\$8,514,100		\$3,758,900	
38 Activity Total	\$397,413,192		\$425,890,900		\$28,477,708	7.17%
39 TOTAL FTE POSITIONS	3,897.36		3,975.13		77.77	2.00%

BOISE STATE UNIVERSITY

Budget Distribution by Activity and Expense Class

July 1, 2008 - June 30, 2009

	FY2008 Original Budget		FY2009 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
By Function/ Exp Class						
By Function:						
Instruction	\$64,774,126	50.99%	\$69,001,703	50.03%	\$4,227,577	6.53%
Research	1,951,416	1.54%	2,437,980	1.77%	486,564	24.93%
Public Service	754,851	0.59%	826,501	0.60%	71,650	9.49%
Library	6,892,437	5.43%	7,122,122	5.16%	229,685	3.33%
Student Services	7,553,586	5.95%	8,331,912	6.04%	778,326	10.30%
Physical Plant	13,746,205	10.82%	14,594,321	10.58%	848,116	6.17%
Institutional Support	15,739,070	12.39%	18,558,940	13.46%	2,819,870	17.92%
Academic Support	13,267,818	10.44%	14,592,921	10.58%	1,325,103	9.99%
Athletics	2,362,091	1.86%	2,442,600	1.77%	80,509	3.41%
13 Total Bdgt by Function	\$127,041,600	100.00%	\$137,909,000	100.00%	\$10,867,400	8.55%
By Expense Class:						
Personnel Costs:						
Salaries:						
Faculty	\$41,844,699	32.94%	\$44,627,389	32.36%	\$2,782,690	6.65%
Executive/Admin	3,811,832	3.00%	4,395,192	3.19%	583,360	15.30%
Managerial/Prof	15,417,723	12.14%	17,111,971	12.41%	1,694,248	10.99%
Classified	11,150,170	8.78%	11,668,223	8.46%	518,053	4.65%
Grad Assist	2,794,296	2.20%	2,861,428	2.07%	67,132	2.40%
Irregular Help	2,136,204	1.68%	1,826,753	1.32%	(309,451)	-14.49%
Total Salaries	\$77,154,924	60.73%	\$82,490,956	59.82%	\$5,336,032	6.92%
Personnel Benefits	24,971,766	19.66%	28,447,158	20.63%	3,475,392	13.92%
Total Pers Costs	\$102,126,690	80.39%	\$110,938,114	80.44%	\$8,811,424	8.63%
Operating Expense:						
Travel	\$595,231	0.47%	\$632,023	0.46%	36,792	6.18%
Utilities	3,497,575	2.75%	3,652,554	2.65%	154,979	4.43%
Insurance	602,728	0.47%	979,028	0.71%	376,300	62.43%
Other Oper. Exp	15,727,218	12.38%	16,862,852	12.23%	1,135,634	7.22%
Total Oper. Exp	\$20,422,752	16.08%	\$22,126,457	16.04%	\$1,703,705	8.34%
Capital Outlay:						
Depart Equipment	\$1,764,934	1.39%	\$2,117,205	1.54%	352,271	19.96%
Library Acquisitions	2,727,224	2.15%	2,727,224	1.98%	0	0.00%
Total Cap Outlay	\$4,492,158	3.54%	\$4,844,429	3.51%	\$352,271	7.84%
36 Tot Bdgt by Exp Class	\$127,041,600	100.00%	\$137,909,000	100.00%	\$10,867,400	8.55%
Expenses from One-Time Funds	\$2,126,500		\$1,900,300		(\$226,200)	
38 Activity Total	\$129,168,100		\$139,809,300		\$10,641,200	8.24%
39 TOTAL FTE POSITIONS	1,280.78		1,318.36		37.58	2.93%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

2009 State Budget Overview

FY 2008 Operating Budget	\$129,168,100
FY 2009 Increases -	
State Funded CEC Increase & Personnel Benefits	5,323,600
Risk Mgmt/Controller/Treasurer Fees	647,100
Enrollment Workload Adjustment	1,394,400
Occupancy Funding	51,100
Changes in Student Tuition & Fee Revenue	<u>3,451,200</u>
FY 2009 On-going Operating Budget	\$137,909,000
 <u>One-time</u> funding – Library, CAES, Equipment	 <u>1,900,300</u>
FY 2009 Operating Budget	\$139,809,300

General Information

Boise State University's FY 2009 on-going operating budget of \$137,909,000 represents an 8.5% increase over FY 2008.

The State appropriation provided for a 3% increase in personnel salaries that was allocated based on employee performance. In addition, Boise State allocated funds to accommodate academic rank promotions, mid-year strategic hires and 2.5% increases to classified employees successfully completing their 6-month probationary status.

A rigorous examination of the University's budget priorities, performance measures and strategic direction commences in December when the President, Vice Presidents, Deans, and Directors are provided information to evaluate strategies, budgets and performance of all units under their supervision. As a result of this process, the following strategic funding decisions were made. The source of funding comes from the enrollment workload adjustment and increased tuition revenues due to enrollment growth and tuition increases.

1. A Master's program in Community and Regional Planning. \$450,000 has been allocated for this program. Funding will be for faculty, student support staff, Graduate Assistant positions and operating funds to include enhanced library materials.
2. Graduate Assistantships – \$223,768 allocated for ten graduate assistantships. These are in addition to new assistantships planned for MA Community and Regional Planning.
3. Critical funding for Information Technology - \$400,000.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

4. Two staff positions to assist with student advising – one in the College of Education and the other in the College of Health Sciences - \$124,768.
5. Three research positions in The Division of Research. These include a Sr. Research Administrator, Technology Transfer Officer and a Research Equipment Technician - \$312,187.
6. Funding for the continuation of converting adjunct faculty positions to permanent special lecturer status - \$218,917.
7. Funding for Student Disability Services - \$75,000.
8. Modest inflationary increases in academic units' operating budgets -\$95,000.
9. Two faculty positions in the College of Engineering plus funding for a graduate assistant and operating funds in the Materials Science Department totaling more than \$340,000.
10. Funding to expand Distance Education program - \$100,000.
11. Funding for Fixed Cost increases - \$125,000.

Although future year funding challenges remain real and complex for Boise State, the existing institutional values and core beliefs position us well to be a university with defining characteristic of public engagement, academic excellence, vibrant culture and exceptional scholarship.

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IDAHO STATE UNIVERSITY
Budget Distribution by Activity and Expense Class
July 1, 2008 - June 30, 2009

	FY2008 Original Budget		FY2009 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
1 By Function/ Exp Class						
3 By Function:						
4 Instruction	\$57,382,732	54.86%	\$59,415,551	53.53%	\$2,032,819	3.54%
5 Research	2,162,103	2.07%	3,015,928	2.72%	853,825	39.49%
6 Public Service	0	0.00%	0	0.00%	0	0.00%
7 Library	5,020,114	4.80%	5,186,926	4.67%	166,812	3.32%
8 Student Services	6,370,822	6.09%	6,618,099	5.96%	247,277	3.88%
9 Physical Plant	13,192,068	12.61%	13,794,504	12.43%	602,436	4.57%
10 Institutional Support	9,994,618	9.56%	11,018,110	9.93%	1,023,492	10.24%
11 Academic Support	7,504,443	7.17%	8,854,082	7.98%	1,349,639	17.98%
12 Athletics	2,968,100	2.84%	3,089,100	2.78%	121,000	4.08%
13 Total Bdgt by Function	\$104,595,000	100.00%	\$110,992,300	100.00%	\$6,397,300	6.12%
14 By Expense Class:						
15 Personnel Costs:						
16 Salaries:						
17 Faculty	\$34,167,693	32.67%	\$34,801,902	31.36%	\$634,209	1.86%
18 Executive/Admin	3,783,423	3.62%	3,837,433	3.46%	54,010	1.43%
19 Managerial/Prof	9,883,287	9.45%	11,061,843	9.97%	1,178,556	11.92%
20 Classified	11,972,821	11.45%	12,359,159	11.14%	386,338	3.23%
21 Grad Assist	1,651,957	1.58%	1,688,036	1.52%	36,079	2.18%
22 Irregular Help	2,488,225	2.38%	2,640,536	2.38%	152,311	6.12%
23 Total Salaries	\$63,947,406	61.14%	\$66,388,909	59.81%	\$2,441,503	3.82%
24 Personnel Benefits	20,848,544	19.93%	23,253,646	20.95%	2,405,102	11.54%
25 Total Pers Costs	\$84,795,950	81.07%	\$89,642,555	80.76%	\$4,846,605	5.72%
26 Operating Expense:						
27 Travel	\$850,747	0.81%	\$1,079,965	0.97%	229,218	26.94%
28 Utilities	3,728,519	3.56%	3,817,519	3.44%	89,000	2.39%
29 Insurance	473,989	0.45%	681,389	0.61%	207,400	43.76%
30 Other Oper. Exp	11,596,522	11.09%	12,632,120	11.38%	1,035,598	8.93%
31 Total Oper. Exp	\$16,649,777	15.92%	\$18,210,993	16.41%	\$1,561,216	9.38%
32 Capital Outlay:						
33 Depart Equipment	\$756,409	0.72%	\$710,988	0.64%	(45,421)	-6.00%
34 Library Acquisitions	2,392,864	2.29%	2,427,764	2.19%	34,900	1.46%
35 Total Cap Outlay	\$3,149,273	3.01%	\$3,138,752	2.83%	(\$10,521)	-0.33%
36 Tot Bdgt by Exp Class	\$104,595,000	100.00%	\$110,992,300	100.00%	\$6,397,300	6.12%
37 Expenses from One-Time Funds	\$1,921,000		\$2,267,000		346,000	
38 Activity Total	\$106,516,000		\$113,259,300		\$6,743,300	6.33%
39 TOTAL FTE POSITIONS	1,095.68		1,117.69		22.01	2.01%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IDAHO STATE UNIVERSITY
FY2009 BUDGET OVERVIEW
GENERAL EDUCATION

The FY09 overall on-going operating budget (\$110,992,300) represents an increase of 6.12% over FY08. State appropriations increased by \$5,399,300 (including \$177,200 increase of State Endowment funding) which is a 7.3% increase. Included is a one-time State appropriation for instructional and instruction related capital equipment replacement (\$2,101,900).

Revenue generated by student fees increased 4.1% (\$1,344,000).

The appropriation provided for a 3% increase in personnel costs. Consistent with current law, all salary increases were based upon pay for performance. Classified employee merit increases were determined by the application of a "merit matrix" as required by the State of Idaho. In addition, ISU used various funding sources to accommodate academic rank promotions (\$129,613) and a classified employee pay scale adjustment by the Idaho Division of Human Resources (DHR). Additionally, a pool of funds was accumulated by providing no budget increase for vacant positions. This funding pool was used to provide equity increases (if justified by salary data comparisons & performance) for high performing faculty & staff.

The student fee increase is the primary source of funds for the increased operating expenses associated with the implementation of the Enterprise Resource Planning system (ERP) - \$838,500.

Through specific appropriation funding and institutional allocations, funding was also provided for:

1. Rendezvous Occupancy \$100,000
2. Library Materials \$200,000 (Includes \$165,100 one-time funding)
3. CAES \$692,900 one-time funding
4. Human Resource Staff \$102,300 (2 FTE workload changes/DHR requirements)
5. Research Support \$100,000
6. Student Counseling Staff \$60,000
7. Alumni Services Support \$55,000
8. Emergency Notification System \$75,000
9. Utility Inflation \$80,000
10. Recruitment/Retention \$96,000
11. Other Misc.

Critical to the budget analysis was ensuring a relationship between the University's strategic plan and the college's/unit's mission plan.

UNIVERSITY OF IDAHO

Budget Distribution by Activity and Expense Class

July 1, 2008 - June 30, 2009

	FY2008 Original Budget		FY2009 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
1 By Function/ Exp Class						
3 By Function:						
4 Instruction	\$64,229,873	46.30%	\$67,647,865	46.03%	\$3,417,992	5.32%
5 Research	6,590,482	4.75%	7,218,520	4.91%	628,038	9.53%
6 Public Service	3,500	0.00%	3,500	0.00%	0	0.00%
7 Library	7,893,053	5.69%	7,935,788	5.40%	42,735	0.54%
8 Student Services	9,909,433	7.14%	10,193,973	6.94%	284,540	2.87%
9 Physical Plant	21,676,475	15.62%	24,438,952	16.63%	2,762,477	12.74%
10 Institutional Support	15,664,985	11.29%	17,657,356	12.01%	1,992,371	12.72%
11 Academic Support	9,882,732	7.12%	8,824,288	6.00%	(1,058,444)	-10.71%
12 Athletics	2,883,160	2.08%	3,048,458	2.07%	165,298	5.73%
13 Total Bdgt by Function	\$138,733,693	100.00%	\$146,968,700	100.00%	\$8,235,007	5.94%
14 By Expense Class:						
15 Personnel Costs:						
16 Salaries:						
17 Faculty	\$38,638,138	27.95%	\$41,620,713	28.99%	\$2,982,575	7.72%
18 Executive/Admin	5,481,983	3.97%	5,687,920	3.96%	205,937	3.76%
19 Managerial/Prof	12,740,506	9.22%	11,967,806	8.34%	(772,700)	-6.06%
20 Classified	16,111,824	11.66%	16,316,335	11.36%	204,511	1.27%
21 Grad Assist	3,529,859	2.55%	3,652,298	2.54%	122,439	3.47%
22 Irregular Help	1,432,479	1.04%	1,174,502	0.82%	(257,977)	-18.01%
23 Total Salaries	\$77,934,789	56.39%	\$80,419,574	56.01%	\$2,484,785	3.19%
24 Personnel Benefits	25,895,903	18.74%	28,459,292	19.82%	2,563,389	9.90%
25 Total Pers Costs	\$103,830,692	75.12%	\$108,878,866	75.84%	\$5,048,174	4.86%
26 Operating Expense:						
27 Travel	\$650,329	0.47%	\$673,588	0.47%	23,259	3.58%
28 Utilities	5,543,394	4.01%	5,743,394	4.00%	200,000	3.61%
29 Insurance	940,100	0.68%	990,100	0.69%	50,000	5.32%
30 Other Oper. Exp	21,959,377	15.89%	21,890,952	15.25%	(68,425)	-0.31%
31 Total Oper. Exp	\$29,093,200	21.05%	\$29,298,034	20.41%	\$204,834	0.70%
32 Capital Outlay:						
33 Depart Equipment	\$1,304,401	0.94%	\$1,304,401	0.91%	0	0.00%
34 Library Acquisitions	3,989,299	2.89%	4,091,799	2.85%	102,500	2.57%
35 Total Cap Outlay	\$5,293,700	3.83%	\$5,396,200	3.76%	\$102,500	1.94%
36 Tot Bdgt by Exp Class	\$138,217,592	100.00%	\$143,573,100	100.00%	\$5,355,508	3.87%
37 Expenses from One-Time Funds	\$516,100		\$3,395,600		\$2,879,500	
38 Activity Total	\$138,733,692		\$146,968,700		\$8,235,008	5.94%
39 TOTAL FTE POSITIONS	1,227.95		1,230.85		2.90	0.24%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

University of Idaho
FY2009 Budget Overview
General Education

The FY2009 operating budget for General Education totals \$146,968,700, which includes one-time allocations for capital outlay, maintenance and infrastructure, CAES, and library materials in the amount of \$3,395,600. On-going operating allocations are \$5,355,500 or 3.87% higher than in FY 2008. The total allocation for FY 2009 is 5.94% higher than FY 2008 which was \$138,733,700. The allocation also includes an increase in the CEC of 3% and an increase in the amount the state contributes to the health plan to \$8,700 per FTE.

A combination of the new resources provided by the State, as well as ongoing internal resource reallocations has allowed the University to work toward utilizing resources in more effective ways in support of the university strategic plan. The budget planning formally commenced in January, 2008 when a consultant was brought to campus to train the campus community in linking budget planning to strategic priorities. In February, a series of meetings began with deans and unit directors to discuss how to best reallocate our resources in a way that would support our academic and administrative operations. As a result of those meetings, an ongoing reallocation plan was implemented that will allow the university to support strategic objectives in enrollment, research, and advancement initiatives in the next several years.

The ASUI leadership assisted with an integral component for the FY09 operating budget with their solid support of a fee increase proposal. The board approved a student fee increase of 5.00% overall with 4.2% of that increase approved for the matriculation fee. This increase in the matriculation fee along with a projected flat enrollment will result a slight increase in funding for the general education budget for FY 2009 from student fees. The facility portion of the fee was increased by 9.7% in partial alignment of the plan presented in FY 2007 to allow for bonding initiatives and to address deferred maintenance needs in the coming years.

Two additional fee components contained within the proposal that the Board approved in April were additional increases in the professional fees dedicated to the UI College of Law and Art and Architecture. These increases, which are part of a multi-year plan, will enable those colleges to sustain programs and services at a level that ensures quality and continued accreditation. Additional details of the FY09 allocations are shown on the attached allocation summary.

LEWIS-CLARK STATE COLLEGE
Budget Distribution by Activity and Expense Class
July 1, 2008 - June 30, 2009

	FY2008 Original Budget		FY2009 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
By Function/ Exp Class						
By Function:						
Instruction	\$10,797,167	47.35%	\$12,105,548	48.61%	\$1,308,381	12.12%
Research	137,700	0.60%	149,561	0.60%	11,861	8.61%
Public Service	93,372	0.41%	97,711	0.39%	4,339	4.65%
Library	990,761	4.34%	1,025,703	4.12%	34,942	3.53%
Student Services	1,790,481	7.85%	1,970,712	7.91%	180,231	10.07%
Physical Plant	2,806,410	12.31%	2,828,958	11.36%	22,548	0.80%
Institutional Support	3,405,857	14.94%	3,787,783	15.21%	381,926	11.21%
Academic Support	1,894,113	8.31%	1,969,972	7.91%	75,859	4.00%
Athletics	887,939	3.89%	966,452	3.88%	78,513	8.84%
Total Bdgt by Function	\$22,803,800	100.00%	\$24,902,400	100.00%	\$2,098,600	9.20%
By Expense Class:						
Personnel Costs:						
Salaries:						
Faculty	\$6,484,454	28.44%	\$7,204,236	28.93%	\$719,782	11.10%
Executive/Admin	1,153,633	5.06%	1,187,649	4.77%	34,016	2.95%
Managerial/Prof	2,926,032	12.83%	3,112,224	12.50%	186,192	6.36%
Classified	2,414,774	10.59%	2,502,567	10.05%	87,793	3.64%
Grad Assist	0	0.00%	0	0.00%	0	0.00%
Irregular Help	378,000	1.66%	408,000	1.64%	30,000	7.94%
Total Salaries	\$13,356,893	58.57%	\$14,414,676	57.88%	\$1,057,783	7.92%
Personnel Benefits	4,918,184	21.57%	5,669,985	22.77%	751,801	15.29%
Total Pers Costs	\$18,275,077	80.14%	\$20,084,661	80.65%	\$1,809,584	9.90%
Operating Expense:						
Travel	\$0	0.00%	\$0	0.00%	0	0.00%
Utilities	887,979	3.89%	888,000	3.57%	21	0.00%
Insurance	125,000	0.55%	147,700	0.59%	22,700	18.16%
Other Oper. Exp	3,140,944	13.77%	3,392,239	13.62%	251,295	8.00%
Total Oper. Exp	\$4,153,923	18.22%	\$4,427,939	17.78%	\$274,016	6.60%
Capital Outlay:						
Depart Equipment	\$86,000	0.38%	\$101,000	0.41%	15,000	17.44%
Library Acquisitions	288,800	1.27%	288,800	1.16%	0	0.00%
Total Cap Outlay	\$374,800	1.64%	\$389,800	1.57%	\$15,000	4.00%
Tot Bdgt by Exp Class	\$22,803,800	100.00%	\$24,902,400	100.00%	\$2,098,600	9.20%
Expenses from One-Time Funds	\$191,600		\$951,200		759,600	
Activity Total	\$22,995,400		\$25,853,600		\$2,858,200	12.43%
TOTAL FTE POSITIONS	292.95		308.23		15.28	5.22%

Lewis-Clark State College
FY2009 Budget Overview
General Education

The FY2009 General Education budget for Lewis-Clark State College (LCSC) reflects a 9.20% increase over the College's FY2008 budget. Major factors in the overall increase are a 3% Change in Employee Compensation (CEC) appropriation and 8.55 additional FTE as part of the Governor/Legislature initiative to expand statewide nursing and health science programs.

General Education personnel funding for LCSC increased by 9.90% over FY2008. The overall budget increase of 7.16% reflects net decreases in funding for operating expenses and capital outlay. As in FY2008 (in which LCSC received much-needed, but atypically high appropriations for construction of a new nursing/health science facility and alteration and repair needs), the FY2009 budget reflects a year in which one-time investments at LCSC are healthy, but baseline funding increases (i.e., additional ongoing funds other than personnel costs) to offset inflation and sustain other instructional programs at their current levels are minimal.

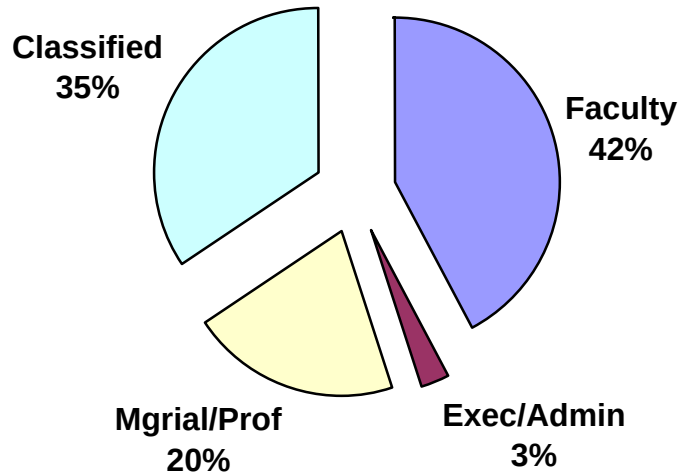
The primary drivers in the net increase in LCSC's General Education positions (15.28 FTE) were the additional nursing/science slots noted above and conversion of adjunct faculty slots to regular faculty (lecturer) positions.

LCSC's budget for FY2009 is consistent with previous budgets developed by the current administration—it is lean and conservative in terms of estimates of student enrollment for the upcoming academic year, and resources are focused on the College's primary assigned mission areas, with prioritization of funding determined through an integrated strategic planning, programming, budgeting, and assessment process. A modest student fee increase for FY2009 (5%) will help to partially offset inflationary costs and sustain instructional programs at roughly the FY08 operations tempo.

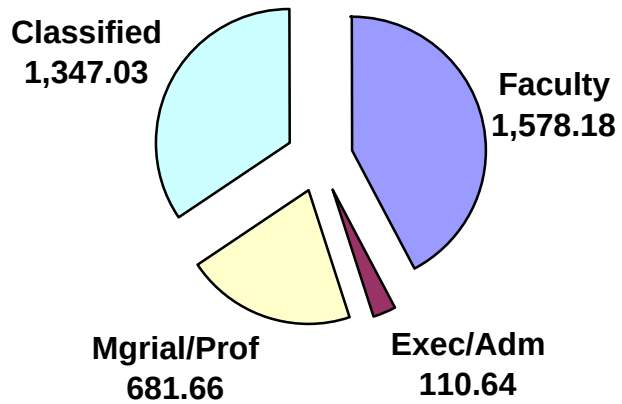
Our overall assessment of LCSC's \$24.9 million General Education budget for FY2009 is that, with prudent management, we can continue to effectively deliver the instructional programs in the primary mission areas assigned to us by the State Board and provide access to high quality, efficient educational services.

Insert Budget Distribution by Activity and Expense Class worksheet Positions by Type charts

**College & Universities
FY09 Budgeted Positions by Type - % of Total**



**College & Universities
FY09 Budgeted Positions by Type - FTP**



COLLEGE & UNIVERSITIES
Operating Budget Personnel Costs Summary
July 1, 2008 - June 30, 2009

		FY2008 Operating Budget				FY2009 Operating Budget			
Classification		FTE	Salaries	Benefits	Total	FTE	Salaries	Benefits	Total
BOISE STATE UNIVERSITY									
1	Faculty	553.63	\$41,844,699	\$12,714,968	\$54,559,667	568.54	\$44,627,389	\$14,447,345	\$59,074,734
2	Executive/Administrative	33.18	3,811,832	1,052,902	4,864,734	34.12	4,395,192	1,224,230	5,619,422
3	Managerial/Professional	304.58	15,417,723	5,472,609	20,890,332	319.13	17,111,971	6,369,945	23,481,916
4	Classified	389.39	11,150,170	5,162,770	16,312,940	396.57	11,668,223	6,017,168	17,685,391
5	Irregular Help		2,136,204	456,745	2,592,949		1,826,753	274,013	2,100,766
6	Graduate Assistants		2,794,296	111,772	2,906,068		2,861,428	114,457	2,975,885
7	TOTAL	1,280.78	\$77,154,924	\$24,971,766	\$102,126,690	1,318.36	\$82,490,956	\$28,447,158	\$110,938,114
8	Number of New Positions					37.58			
9									
10									
IDAHO STATE UNIVERSITY									
12	Faculty	451.53	\$34,167,693	\$10,393,870	\$44,561,563	457.21	\$34,801,902	\$11,277,302	\$46,079,204
13	Executive/Administrative	29.24	3,783,423	996,943	4,780,366	29.44	3,837,433	1,054,538	4,891,971
14	Managerial/Professional	192.65	9,883,287	3,477,399	13,360,686	206.02	11,061,843	4,143,475	15,205,318
15	Classified	422.26	11,972,821	5,763,386	17,736,207	425.02	12,359,159	6,516,507	18,875,666
16	Irregular Help		2,488,225	209,182	2,697,407		2,640,536	253,890	2,894,426
17	Graduate Assistants		1,651,957	7,764	1,659,721		1,688,036	7,934	1,695,970
18	TOTAL	1,095.68	\$63,947,406	\$20,848,544	\$84,795,950	1,117.69	\$66,388,909	\$23,253,646	\$89,642,555
19	Number of New Positions					22.01			
20									
21									
UNIVERSITY OF IDAHO									
23	Faculty	510.22	\$38,638,138	\$12,489,500	\$51,127,638	514.03	\$41,620,713	\$14,137,296	\$55,758,009
24	Executive/Administrative	40.03	5,481,983	1,530,000	7,011,983	39.94	5,687,920	1,640,064	7,327,984
25	Managerial/Professional	211.07	12,740,506	4,445,900	17,186,406	214.86	11,967,806	4,381,918	16,349,724
26	Classified	466.63	16,111,824	7,108,700	23,220,524	462.02	16,316,335	7,727,477	24,043,812
27	Irregular Help	0.00	1,432,479	286,504	1,718,983	0.00	1,174,502	509,735	1,684,237
28	Graduate Assistants	0.00	3,529,859	35,299	3,565,158	0.00	3,652,298	62,802	3,715,100
29	TOTAL	1,227.95	\$77,934,789	\$25,895,903	\$103,830,692	1,230.85	\$80,419,574	\$28,459,292	\$108,878,866
30	Number of New Positions					2.90			
31									
32									
LEWIS CLARK STATE COLLEGE									
34	Faculty	122.22	\$6,484,454	\$2,218,961	\$8,703,415	133.82	\$7,204,236	\$2,607,418	\$9,811,654
35	Executive/Administrative	13.90	1,153,633	345,569	1,499,202	13.90	1,187,649	371,761	1,559,410
36	Managerial/Professional	67.35	2,926,032	1,126,417	4,052,449	69.97	3,112,224	1,290,102	4,402,326
37	Classified	89.48	2,414,774	1,191,554	3,606,328	90.54	2,502,567	1,363,250	3,865,817
38	Irregular Help	0.00	378,000	35,683	413,683	0.00	408,000	37,454	445,454
39	Graduate Assistants	0.00	0	0	0	0.00	0	0	0
40	TOTAL	292.95	\$13,356,893	\$4,918,184	\$18,275,077	308.23	\$14,414,676	\$5,669,985	\$20,084,661
41	Number of New Positions					15.28			
42									
43									
TOTAL COLLEGE & UNIVERSITIES									
45	Faculty	1,637.60	\$121,134,984	\$37,817,299	\$158,952,283	1,673.60	\$128,254,240	\$42,469,361	\$170,723,601
46	Exec/Admin	116.35	14,230,871	3,925,414	18,156,285	117.40	15,108,194	4,290,593	19,398,787
47	Mgrial/Prof	775.65	40,967,548	14,522,325	55,489,873	809.98	43,253,844	16,185,440	59,439,284
48	Classified	1,367.76	41,649,589	19,226,410	60,875,999	1,374.15	42,846,284	21,624,402	64,470,686
49	Irregular Help	0.00	6,434,908	988,114	7,423,022	0.00	6,049,791	1,075,092	7,124,883
50	Graduate Assistants	0.00	7,976,112	154,835	8,130,947	0.00	8,201,762	185,193	8,386,955
51	TOTAL	3,897.36	\$232,394,012	\$76,634,397	\$309,028,409	3,975.13	\$243,714,115	\$85,830,081	\$329,544,196
52	Number of New Positions					77.77			

BOISE STATE UNIVERSITY

Detail of Personnel Changes

July 1, 2007 - June 30, 2008

FUNDING SOURCE								
			FTE					
1	Department	Description	Change	Amount	CEC	EWA	Other Allocations	Base Reallocation
2								
3	Faculty							
4	Instruction							
5	Arts and Sciences		7.00	564,743	288,538	276,205		
6	Social Sciences and Public Affairs		3.76	322,165	174,711	147,454		
7	Business & Economics		0.00	223,083	221,625	1,458		
8	Education		-0.19	125,744	136,597	-10,853		
9	Engineering		2.47	328,654	145,088	183,566		
10	Health Sciences		1.87	269,202	164,879	104,323		
11	General Education		0.00	161,458	177,777	-16,319		
12	Public Service		0.00	0	0	0		
13	Library		2.00	117,133	114,957	2,176		
14	Student Services		-1.00	-77,834	0	-77,834		
15	Institutional Support		0.00	0	0	0		
16	Academic Support		-1.00	-83,590	6,959	-90,549		
17	Subtotal Faculty		14.91	1,950,758	1,431,131	519,627	0	0
18								
19	Executive/Administrative							
20	Instruction		0.00	9,185	9,185			0
21	Research		0.00	7,613	7,613			0
22	Library		0.00	10,047	10,047			0
23	Student Services		0.00	19,760	19,760			0
24	Operation & Maint of Plan		0.00	4,743	4,743			0
25	Institutional Support		1.00	265,603	135,603	130,000		
26	Academic Support		0.00	80,851	80,851			0
27	Auxiliary Enterprises	Athletics	-0.06	0	3,301			-3,301
28	Subtotal Executive/Administrative		0.94	397,802	271,103	130,000	0	-3,301
29								
30	Managerial /Professional							
31	Instruction							
32	Arts & Sciences		2.00	74,975	16,238			58,737
33	Social Sciences and Public Affairs		-0.15	-10,126	4,786			-14,912
34	Business & Economics		-1.00	-35,574	8,715			-44,289
35	Education		1.84	74,178	3,278			70,900
36	Engineering		-0.53	-16,447	9,329			-25,776
37	Health Sciences		0.04	5,913	4,277			1,636
38	General Studies		-1.00	-42,765	1,331			-44,096
39	Extended Studies		-0.15	10,011	17,641			-7,630
40	Research		2.25	239,914	41,407			198,507
41	Public Service		1.25	53,516	14,708	38,808		
42	Library		0.00	6,158	6,158			
43	Student Services		2.32	224,933	88,468	136,465		
44	Operation & Maint of Plan		1.50	84,373	32,663	51,710		

BOISE STATE UNIVERSITY

Detail of Personnel Changes

July 1, 2007 - June 30, 2008

FUNDING SOURCE							
		FTE				Other	Base
1	Department	Change	Amount	CEC	EWA	Allocations	Reallocation
45	Institutional Support	-1.60	285,812	250,398	35,414		
46	Academic Support	8.43	575,357	161,412	413,945		
47	Auxiliary Enterprises	-0.65	199,608	121,000		78,608	
48	Subtotal Managerial/Professional	14.55	1,729,836	781,809	676,342	78,608	193,077
50	Total Exempt	30.40	4,078,396	2,484,043	1,325,969	78,608	189,776
51							
52	Classified						
53	Instruction						
54	Arts and Sciences	0.50	21,054	28,755			-7,701
55	Social Sciences and Public Affairs	0.00	13,870	13,870			0
56	Business & Economics	0.38	16,959	5,984			10,975
57	Education	0.00	6,139	6,139			0
58	Engineering	-0.50	-4,774	6,552			-11,326
59	Health Sciences	0.00	19,055	19,055			0
60	General Studies	0.00	901	901			0
61	Extended Studies	0.00	7,122	7,122			0
62	Research	0.01	10,127	2,038			8,089
63	Public Service	0.08	3,700	1,110			2,590
64	Library	-1.28	-1,306	44,604			-45,910
65	Student Services	0.00	33,794	35,312			-1,518
66	Operation & Maint of Plant	0.00	87,777	87,319			458
67	Institutional Support	5.00	237,076	37,321			199,755
68	Academic Support	2.99	66,559	31,731			34,828
69	Subtotal Classified	7.18	518,053	327,813	0	0	190,240
70							
71	Total Increases/(Decreases)	37.58	4,596,449	2,811,856	1,325,969	78,608	380,016
72	SUMMARY:						
73	Faculty	14.91	1,950,758	1,431,131			0
74	Executive/Administrative	0.94	397,802	271,103			-3,301
75	Managerial/Professional	14.55	1,729,836	781,809			193,077
76	Classified	7.18	518,053	327,813			190,240
77	Total	37.58	4,596,449	2,811,856	1,325,969	78,608	380,016

IDAHO STATE UNIVERSITY
Detail of Personnel Changes
July 1, 2008 - June 30, 2009

				FUNDING SOURCE		
Department	Description	FTE	Amount	MCO	Other Allocations	Base Reallocation
<u>Faculty</u>						
1 Biology	Professor	(0.60)	(29,955)			(29,955)
2 Biology	Associate Professor	0.50	25,761			25,761
3 Mathematics	Associate Professor	(1.00)	(52,894)			(52,894)
4 Music	Associate Professor	1.00	66,271			66,271
5 Music	Associate Professor	1.00	59,807			59,807
6 Anthropology	Assistant Professor	0.50	24,003			24,003
7 Business	Assist Dean/Instructor	(1.00)	(87,589)			(87,589)
8 Management	Professor	0.50	25,292			25,292
9 Education	Associate Lecturer	1.00	38,168			38,168
10 Education	Professor	(1.00)	(80,891)			(80,891)
11 Engineering/CAES	Assistant Professor	0.65	39,979		30,754	9,225
12 Engineering	Assistant Professor	(0.40)	(38,064)			(38,064)
13 Health Sciences	Assist Prof/Associate Dean	0.50	43,846			43,846
14 Dental Hygiene	Associate Professor	1.00	78,624			78,624
15 College of Tech	Instructor	1.00	48,901			48,901
16 CAES	Associate Professor	0.60	61,701		61,701	
17 CAES	Associate Professor	0.50	51,418		51,418	
18 CAES	Professor	0.25	24,430		24,430	
19 CAES	Associate Professor	0.50	31,959		31,959	
20 CAES	Professor	0.50	74,173		74,173	
21 CAES	Assistant Professor	0.50	31,647		31,647	
22 Misc:		(0.82)	(48,672)	0	0	(48,672)
Subtotal Faculty		5.68	387,915	0	306,082	81,833
<u>Executive/Administrative</u>						
1 IF Education Program	Dean Acad Programs ISU-IF	0.49	60,617			60,617
2 Health Sciences	Associate Dean	(0.50)	(43,846)			(43,846)
3 Miscellaneous		0.21	38,275	0	0	38,275
Subtotal Executive/Administrative		0.20	55,046	0	0	55,046
<u>Managerial/Professional</u>						
1 Education	Technology Support Manager	1.00	40,019			40,019
2 CAES	Instrument Technician	1.00	52,770		52,770	
3 CAES	Director of INSE	0.68	97,479		97,479	
4 Office of Inst Research	FAC Coordinator/Team Lead	0.80	88,009			88,009
5 Student Counseling	Counselor	1.00	69,466		60,000	9,466
6 Registration	Assistant Registrar	1.00	48,922			48,922
7 Custodial	Executive Housekeeper	(1.00)	(26,894)			(26,894)
8 Energy Conserv Projects	Resource Conserv Mgr	(0.67)	(29,227)			(29,227)
9 President's Office	Special Events Coordinator	1.00	32,323			32,323
10 President's Office	Executive Assistant	1.00	53,477			53,477
11 Human Resources	Employee Relations Specialist	1.00	45,406		45,406	
12 University Relations	Sr Univ Relations Coordinator	(0.50)	(34,871)			(34,871)
13 Alumni	Assistant Director	1.00	38,293		38,293	
14 Office of Acad Affairs	Asst Vice Pres F&A/Acad Affairs	1.00	66,061			66,061
15 Computer Services	Sys Analyst for Identity Mgmt	1.00	47,487			47,487
16 Computer Services	Systems Administrator Sr	0.81	43,754		43,754	
17 ERP Operations	Computer Analyst	1.00	37,003			37,003
18 ERP Operations	Application & Security Analyst	1.00	44,034			44,034
19 Athletics	Assoc Athletic Dir	1.00	64,272			64,272
20 Athletics	Assistant Athletic Trainer	0.96	32,011			32,011
21 Athletics	Asst Strength/Cond Coach	(1.00)	(26,208)			(26,208)
22 Misc.		0.29	43,444	0	0	43,444
Subtotal Managerial/Professional		13.37	827,028	0	337,702	489,326

IDAHO STATE UNIVERSITY
Detail of Personnel Changes
July 1, 2008 - June 30, 2009

				FUNDING SOURCE		
Department	Description	FTE	Amount	MCO	Other Allocations	Base Reallocation
<u>Classified</u>						
1 Business	AA2	(0.52)	(17,330)			(17,330)
2 Business	Program Specialist	1.00	42,016			42,016
3 Business	AA2	(1.00)	(33,488)			(33,488)
4 Business	Program Specialist	1.00	40,019			40,019
5 Computer Info Sys	IT Support Technician	1.00	32,772			32,772
6 College of Tech	Instruction Assistant	0.50	11,513			11,513
7 College of Tech	Web Design Specialist	(0.50)	(16,193)			(16,193)
8 CAES	Admin Assistant 2	1.00	27,331		27,331	
9 Library	Library Assistant 1	0.50	12,293			12,293
10 Student Counseling	Office Specialist 2	(0.68)	(13,984)			(13,984)
11 Registration	Technical Records Spec 1	(1.00)	(22,963)			(22,963)
12 Custodial	Custodian Leadworker	1.00	20,030			20,030
13 Custodial	Custodian	1.00	17,597		17,597	
14 Custodial	Custodian	1.00	17,597		17,597	
15 Central Heat Plant	Mech Systems Operator	1.00	26,749			26,749
16 Energy Conserv Projects	Drafter	1.00	26,187			26,187
17 President's Office	Admin Assistant 2	(1.00)	(32,323)			(32,323)
18 President's Office	Program Specialist	(1.00)	(53,477)			(53,477)
19 Human Resources	Personnel Technician	1.00	27,331		27,331	
20 Security	IT Info Systems Tech Sr.	1.00	38,293		38,293	
21 Web Communications	Web Design Specialist	1.00	32,386			32,386
22 Computer Services	IT Programmer Analyst	(1.00)	(42,099)			(42,099)
23 Computer Services	IT Systems Analyst	(1.00)	(36,754)			(36,754)
24 Computer Services	IT Support Technician	1.00	29,890			29,890
25 ERP Operations	IT Systems Analyst	(1.00)	(37,003)			(37,003)
26 ERP Operations	IT Support Technician	(1.00)	(36,754)			(36,754)
27 Athletics	Office Specialist 2	(1.00)	(20,322)			(20,322)
28 Athletics	Office Specialist 2	(1.00)	(20,322)			(20,322)
29 Misc:		0.46	12,496	0	0	12,496
Subtotal Classified		2.76	31,489	0	128,149	(96,660)
Total Increases		22.01	1,301,477	0	771,933	529,545
SUMMARY:						
Faculty		5.68	387,915			
Executive/Administrative		0.20	55,046			
Managerial/Professional		13.37	827,028			
Classified		2.76	31,489			
		22.01	1,301,477			

UNIVERSITY OF IDAHO
Detail of Personnel Changes
July 1, 2008 through June 30, 2009

				Funding Source		
Department	Description	FTE	Amount	MCO	Other Allocations	Base Reallocation
Faculty:						
1 College of Agricultural and Life Sciences	Academic Faculty	2.56	208,163			208,163
2 College of Business	Academic Faculty	0.10	5,000			5,000
3 College of Education	Academic Faculty	(0.57)	(40,444)			(40,444)
4 College of Engineering	Academic Faculty	(2.10)	(139,072)			(139,072)
5 College of Letter, Arts and Social Sciences	Academic Faculty	0.41	67,615			67,615
6 College of Natural Resources	Academic Faculty	0.75	54,506			54,506
7 College of Science	Academic Faculty	2.07	130,203			130,203
8 University Research	Academic Faculty	0.61	47,299			47,299
9 Miscellaneous Changes		(0.02)				-
Subtotal - Faculty:		3.81	333,270	-	-	333,270
Executive/Administrative:						
1 Athletics	Director	(0.03)	6,601			6,601
2 College of Business	Associate Dean	0.08	29,689			29,689
3 College of Natural Resources	Dean	0.01	3,293			3,293
4 University Outreach	Assoc VP/Assoc Director	0.01	2,415			2,415
5 University Outreach	Assoc VP/CEO Boise	(0.14)	8,246			8,246
6 Miscellaneous Changes		(0.02)				-
Subtotal - Executive/Administrative:		(0.09)	50,244	-	-	50,244

UNIVERSITY OF IDAHO
Detail of Personnel Changes
July 1, 2008 through June 30, 2009

				Funding Source		
Department	Description	FTE	Amount	MCO	Other Allocations	Base Reallocation
Managerial/Professional:						
1 Athletics	Assoc Ath. Dir./External Affairs	0.06	5,902			5,902
2 Auditing Services	Staff Internal Audit	1.00	40,539			40,539
3 Central University	Learning Disabilities Specialist	0.06	188			188
4 College of Agricultural and Life Sciences	Assistant to Director	1.00	47,133			47,133
5 College of Agricultural and Life Sciences	Assistant Director, Development	(0.02)	(1,573)			(1,573)
6 College of Agricultural and Life Sciences	Associate Manager, Beef and Sheep	0.23	8,115			8,115
7 College of Agricultural and Life Sciences	Manager, Livestock Feed	(0.15)	(3,759)			(3,759)
8 College of Agricultural and Life Sciences	Computer Specialist	(0.05)	(2,902)			(2,902)
9 College of Agricultural and Life Sciences	Manager, Broadcast System	0.09	5,209			5,209
10 College of Agricultural and Life Sciences	Associate Manager, Dairy Feed	(0.33)	(10,414)			(10,414)
11 College of Education	Program Coordinator	(0.80)	(28,005)			(28,005)
12 College of Education	Director, Development	0.01	114			114
13 College of Engineering	Manager, IT Operations	1.00	62,026			62,026
14 College of Engineering	Director, Admin and Fiscal Operations	1.00	74,318			74,318
15 College of Engineering	Public Information Officer	1.00	46,010			46,010
16 College of Graduate Studies	Assistant Director, Admissions	(0.59)	(25,016)			(25,016)
17 College of Law	UI Systems Analyst	1.00	41,226			41,226
18 College of Letter, Arts and Social Sciences	Tech, Piano	(1.00)	(40,456)			(40,456)
19 College of Letter, Arts and Social Sciences	Director, Admin and Fiscal Operations	0.12	11,358			11,358
20 College of Letter, Arts and Social Sciences	Director, Development	(1.00)	(28,704)			(28,704)
21 College of Letter, Arts and Social Sciences	Director, Development	0.44	20,003			20,003
22 College of Science	Geological Res - Gen Supervisor	0.21	13,200			13,200
23 Enrollment Management	Database Analyst	(0.90)	(42,156)			(42,156)
24 Enrollment Management	Database Analyst	0.95	45,776			45,776
25 Enrollment Management	IT Programmer Analyst	0.06	478			478
26 Enrollment Management	Associate Registrar	(0.15)	1,480			1,480
27 Enrollment Management	Director, Native American Center	(0.09)	1,495			1,495
28 Facilities Management	A & E Project Manager	1.00	58,573			58,573
29 Other Academic Area	Native American Tribal Liason	(0.30)	749			749
30 Strategic Budget/Controler	Administrative Accountant	(1.00)	(49,504)			(49,504)
31 Strategic Budget/Controler	Payroll Admin Manager	1.00	38,376			38,376
32 Student Affairs	Program Coordinator	(0.01)	250			250
33 Technology	Desktop Security Analyst	0.44	25,811			25,811
34 Technology	Assistant Manager, Network & Sys	(0.15)	(9,273)			(9,273)
35 Technology	IT Services Analyst	0.32	20,127			20,127
36 Technology	System Development Analyst	(0.51)	(17,090)			(17,090)
37 Technology	Management Systems Analyst	0.41	17,768			17,768
38 University Advancement	Manager, ITV	(0.02)	509			509
39 University Advancement	Director, Media Relations	0.01	1,778			1,778
40 University Advancement	Assistant to VP	(0.29)	(17,086)			(17,086)
41 University Advancement	Director, Profession Dev/Marketing	0.28	23,624			23,624
42 University Advancement	Senior Director of Development	(0.03)	(3,344)			(3,344)
43 University Advancement	Director, Advancement Info Systems	(0.50)	(6,178)			(6,178)
44 University Outreach	Financial and Admin Services Officer	(0.04)	1,318			1,318
45 University Outreach	Program Director	0.66	47,586			47,586
46 University Research	Crystallographer	(0.61)	(46,144)			(46,144)
47 University Research	Cost Accountant	0.08	3,879			3,879
48 Vice Provost for Academic Affairs	Director, IPO	0.33	4,476			4,476
49 Vice Provost for Academic Affairs	International Student Recruitment	(0.35)	(12,701)			(12,701)
50 Miscellaneous Changes		(0.08)				-
Subtotal - Managerial/Professional:		3.79	325,089	-	-	325,089

UNIVERSITY OF IDAHO
Detail of Personnel Changes
July 1, 2008 through June 30, 2009

					Funding Source		
Department	Description	FTE	Amount	MCO	Other Allocations	Base Reallocation	
Classified:							
1 Administrative Operations	Administrative Assistant	0.41	13,262			13,262	
2 Auditing Services	Technical Records Specialist	(1.00)	(32,198)			(32,198)	
3 Business Systems/Accounting	Coordinator, Student Accounts	(0.32)	(12,770)			(12,770)	
4 College of Agricultural and Life Sciences	Management Assistant	(0.95)	(52,002)			(52,002)	
5 College of Agricultural and Life Sciences	Student Recruitment	(1.00)	(41,018)			(41,018)	
6 College of Agricultural and Life Sciences	Management Assistant	(0.15)	(4,556)			(4,556)	
7 College of Agricultural and Life Sciences	Engineering, Tech	(0.82)	(23,233)			(23,233)	
8 College of Agricultural and Life Sciences	Budget Specialist	(0.23)	(7,687)			(7,687)	
9 College of Agricultural and Life Sciences	Farm Assistant	(0.25)	(6,406)			(6,406)	
10 College of Agricultural and Life Sciences	Dairy Center Assistant	(0.24)	(5,267)			(5,267)	
11 College of Agricultural and Life Sciences	Dairy Center Assistant	(0.24)	(5,237)			(5,237)	
12 College of Agricultural and Life Sciences	Supervisor, Feedmill	(0.11)	(6,351)			(6,351)	
13 College of Agricultural and Life Sciences	Supervisor, Accounting Unit	(0.15)	(5,549)			(5,549)	
14 College of Agricultural and Life Sciences	Technical Records Specialist	0.31	7,010			7,010	
15 College of Agricultural and Life Sciences	Tech, Financial	(0.21)	(5,410)			(5,410)	
16 College of Agricultural and Life Sciences	Manager, Greenhouse Facilities	(0.05)	(2,028)			(2,028)	
17 College of Agricultural and Life Sciences	Video Network Engineer	(0.50)	(19,240)			(19,240)	
18 College of Agricultural and Life Sciences	Compressed Video	(0.50)	(16,724)			(16,724)	
19 College of Art and Architecture	Tech, Financial	0.03	573			573	
20 College of Business	Administrative Assistant	(1.00)	(36,608)			(36,608)	
21 College of Business	Administrative Assistant	1.00	37,773			37,773	
22 College of Business	Advising Specialist	0.34	10,319			10,319	
23 College of Business	Administrative Assistant	(1.00)	(25,418)			(25,418)	
24 College of Business	Administrative Assistant	1.00	25,501			25,501	
25 College of Education	Management Assistant	(0.03)	(1,496)			(1,496)	
26 College of Education	Tech, Financial	(0.06)	1,018			1,018	
27 College of Education	Administrative Assistant	0.01	978			978	
28 College of Education	Technical Records Specialist	0.03	1,019			1,019	
29 College of Engineering	Manager, IT Operations	(1.00)	(54,018)			(54,018)	
30 College of Engineering	Specialist, Fiscal/Personnel	(1.00)	(62,067)			(62,067)	
31 College of Engineering	Program Advisor	0.50	9,391			9,391	
32 College of Engineering	Administrative Assistant Senior	(0.03)	(1,172)			(1,172)	
33 College of Law	IT Support Technician	(1.00)	(39,998)			(39,998)	
34 College of Letter, Arts and Social Sciences	Adminstrative Assistant	0.16	6,348			6,348	
35 College of Letter, Arts and Social Sciences	Program Advisor	(0.05)	854			854	
36 College of Letter, Arts and Social Sciences	Tech, Piano	0.92	40,470			40,470	
37 College of Letter, Arts and Social Sciences	Administrative Assistant	0.50	14,040			14,040	
38 College of Natural Resources	Administrative Assistant	0.05	2,207			2,207	
39 College of Natural Resources	Administrative Assistant	0.05	2,131			2,131	
40 College of Natural Resources	Academic and Admin Service Coord	0.08	394			394	
41 College of Natural Resources	Administrative Assistant	0.20	(1,360)			(1,360)	
42 College of Science	Electronic Instrument Specialist	(0.29)	(9,132)			(9,132)	
43 College of Science	Administrative Assistant	(0.03)	757			757	
44 College of Science	Adminstrative Assistant	(0.17)	(903)			(903)	
45 Enrollment Management	Customer Service Rep	0.12	1,711			1,711	
46 Enrollment Management	Graduation and Commencement Svcs	-	7,259			7,259	
47 Enrollment Management	Transfer Advisor	(0.47)	(15,561)			(15,561)	
48 Enrollment Management	Athletic Eligibility	(0.17)	1,259			1,259	
49 Enrollment Management	Financial Aid Advisor	(0.03)	1,061			1,061	
50 Facilities Management	Foreperson, Custodian	1.00	29,598			29,598	
51 Facilities Management	Customer Service Rep	1.00	29,286			29,286	
52 Human Resources	Management Assistant	0.44	16,016			16,016	
53 President's Area	Administrative Assistant	1.00	28,080			28,080	
54 President's Area	Administrative Assistant	0.17	3,652			3,652	
55 Strategic Budget/Controler	Technical Records Specialist	1.00	31,491			31,491	

UNIVERSITY OF IDAHO
Detail of Personnel Changes
July 1, 2008 through June 30, 2009

Department	Description	FTE	Amount	Funding Source		
				MCO	Other Allocations	Base Reallocation
56 Strategic Budget/Controler	Technical Records Specialist	(1.00)	(26,000)			(26,000)
57 Student Affairs	Administrative Assistant	(0.15)	(3,358)			(3,358)
58 Student Affairs	Program Advisor	(0.30)	(6,549)			(6,549)
59 Student Affairs	Team Cleaning Specialist	(1.00)	(20,758)			(20,758)
60 Student Affairs	Team Cleaning Specialist	1.00	22,880			22,880
61 Student Affairs	Maintenance Mechanic	(0.92)	(20,515)			(20,515)
62 Student Affairs	Building Superintendent	0.55	21,477			21,477
63 Technology	Media Equipment Specialist	(0.01)	1,590			1,590
64 Technology	IT Service Coordinator	(0.36)	(19,541)			(19,541)
65 University Advancement	Specialist, Video	(0.01)	257			257
66 University Advancement	Photo Specialist Senior	(0.01)	582			582
67 University Advancement	Administrative Assistant	(0.24)	(1,142)			(1,142)
68 University Advancement	UI Foundation Assistant	0.50	20,353			20,353
69 University Advancement	Program Advisor	0.04	725			725
70 University Research	Executive Assistant	0.01	512			512
71 Miscellaneous Changes		0.02				-
Subtotal - Classified:		(4.61)	(199,438)	-	-	(199,438)
Summary:						
	Faculty	3.81	333,270	-	-	333,270
	Executive/Administrative	(0.09)	50,244	-	-	50,244
	Managerial/Professional	3.79	325,089	-	-	325,089
	Classified	(4.61)	(199,438)	-	-	(199,438)
Total:		2.90	509,165	-	-	509,165

Lewis-Clark State College
Detail of Personnel Changes
July 1, 2008 - June 30, 2009

	Department	Description	FTE	Pers Costs	Funding Source		
					MCO	Other Allocations	Base Reallocation
1 Faculty							
2	Business	Lecturer	1.00	35,000		35,000	
3	Business	Lecturer	-1.00	-32,905			-32,905
4	Humanities	Lecturer	1.00	32,000		16,000	16,000
5	Natural Sciences	Lecturer	1.00	30,000		15,000	15,000
6	Natural Sciences	Assistant Professor	1.00	47,000		47,000	
7	Nursing & Health Sciences	Assistant Professor	0.10	3,740			3,740
8	Nursing & Health Sciences	Associate Professor	1.00	50,000		50,000	
9	Nursing & Health Sciences	Associate Professor	1.00	50,000		50,000	
10	Nursing & Health Sciences	Associate Professor	1.00	50,000		50,000	
11	Nursing & Health Sciences	Associate Professor	1.00	56,000		56,000	
12	Nursing & Health Sciences	Assistant Professor	1.00	47,000		47,000	
13	Nursing & Health Sciences	Assistant Professor	1.00	47,000		47,000	
14	Nursing & Health Sciences	Assistant Professor	1.00	47,000		47,000	
15	Nursing & Health Sciences	Assistant Professor	0.50	26,503		26,503	
16	Social Science	Assistant Professor	1.00	41,000		41,000	
17	Total Faculty		11.60	529,338	0	527,503	1,835
18							
19 Executive/Administrative							
20							0
21							0
22	Total Exec/Admin		0.00	0	0	0	0
23							
24 Managerial/Professional							
25							
26	Academic Support	Director, Tennis Center	0.72	33,260			33,260
27	Academic Support	Asst. Coord, Tennis Center	0.55	15,455			15,455
28	Athletics	Women's Track Coach	0.06	5,000		5,000	
29	Business	Program Advisor	1.00	32,000			32,000
30	College Communications	Asst. Director, Sports Info	0.67	21,440		11,000	10,440
31	Community Programs	Director, Distance Learning	-0.02	-1,100			-1,100
32	Community Programs	Director, Adult Basic Ed	0.05	2,600			2,600
33	Community Programs	Instructional Designer/Trainer	0.50	16,000		16,000	
34	Community Programs	Family Education	0.11	2,000			2,000
35	Events & Campus Cards	Director	-0.50	-26,744			-26,744
36	Events & Campus Cards	Asst. Director	-0.50	-19,970			-19,970
37	Institutional Research	Research Analyst, Senior	-1.00	-39,591			-39,591
38	Natural Science	Stockroom Manager	-0.08	-1,259			-1,259
39	Student Services	Counselor	0.06	2,530			2,530
40	Student Services	Program Coordinator/Recruiter	1.00	39,444		39,444	
41							
42	Total Mgrl/Prof		2.62	81,065	0	71,444	9,621
43							81,065
44 Classified							
45	Business/ISBDC	Administrative Asst 1	-0.05	-1,220			-1,220
46	Center for Arts & History	Office Specialist 2	0.41	10,280			10,280
47	Controller's Office	Financial Technician	0.12	3,500			3,500
48	Institutional Research	Technical Records Specialist 2	1.00	31,429			31,429
49	Nursing & Health Sciences	Administrative Asst 1	-0.04	-650			-650
50	Physical Plant	Custodian	-0.38	-6,703			-6,703
51						0	
52	Total Classified		1.06	36,636	0	0	36,636
53 Total Personnel Cost Changes			15.28	647,039	0	598,947	48,092
54							
55 SUMMARY							
56	Faculty		11.60	529,338			
57	Executive/Administrative		0.00	0			
58	Managerial/Professional		2.62	81,065			
59	Classified		1.06	36,636			
60	Total		15.28	647,039			

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Postsecondary Professional-Technical Education System
Fiscal Year 2009 Budget Overview

The allocation and reallocation of funds for the FY2009 Postsecondary Professional-Technical Education System is based on the Strategic Plan for Professional-Technical Education in Idaho – FY2005 – 2009, as well as Board and Legislative Intent.

The FY2008 budget reflects an overall increase in the on-going budget of \$1,506,200 or 4.73% in the state general fund. In addition, the Legislature appropriated an increase of \$12,000 in student fees at EITC and \$595,600 of one-time funding from the State General Fund for replacement OE and CO and One-Time Instructional Equipment. The overall increase in the state general fund allocation includes: (1) CEC at 3% in the amount of \$844,500; (2) cost of benefits increases in the amount of \$877,700; and (3) changes to the Risk Management costs and Controller fees at EITC which resulted in an increase of \$34,000.

Reallocation

Personnel costs and capital outlay were reallocated to operating expenses.

Postsecondary Professional-Technical Education System

Operating Budget Distribution by Activity and Expense Standard Class

July 1, 2008 - June 30, 2009

	Original FY 2008	Percent of Total	Original FY 2009	Percent of Total	Change from Prior Year	Percent Change
By Activity:						
Instruction	35,644,095	93.62%	37,303,260	93.81%	1,659,165	4.65%
Plant Maintenance & Operations	1,758,805	4.62%	1,867,840	4.70%	109,035	6.20%
One-Time Funding	671,800	1.76%	595,600	1.50%	(76,200)	-11.34%
Total Operating Budget	38,074,700	100.00%	39,766,700	100.00%	1,692,000	4.44%
TOTAL BUDGET	38,074,700	100.00%	39,766,700	100.00%	1,692,000	4.44%
By Expense Standard Class:						
Personnel Costs-						
Faculty	14,825,168	39.64%	15,371,674	39.24%	546,506	3.69%
Executive/Administrative	940,256	2.51%	850,086	2.17%	(90,170)	-9.59%
Managerial/Professional	3,386,362	9.05%	3,384,854	8.64%	(1,508)	-0.04%
Classified	3,409,865	9.12%	3,728,874	9.52%	319,009	9.36%
Irregular Help	743,525	1.99%	871,303	2.22%	127,778	17.19%
Total Salaries	23,305,176	62.31%	24,206,791	61.80%	901,615	3.87%
Personnel Benefits	8,464,294	22.63%	9,302,353	23.75%	838,059	9.90%
Total Personnel Costs	31,769,470	84.94%	33,509,144	85.55%	1,739,674	5.48%
Operating Expenses-	4,516,663	12.08%	4,668,760	11.92%	152,097	3.37%
Capital Outlay-	1,116,767	2.99%	993,196	2.54%	(123,571)	-11.07%
Total On-Going Operating Budget	37,402,900	100.00%	39,171,100	100.00%	1,768,200	4.73%
One-Time Funding	671,800		595,600			
TOTAL BUDGET	38,074,700	100.00%	39,766,700	100.00%	1,692,000	4.44%
Total Full Time Positions (FTP)	504.10		510.27		6.17	1.22%

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**Postsecondary Professional-Technical Education System
Operating Budget Personnel Costs
Summary
July 1, 2008 - June 30, 2009**

FY 2008 Operating Budget					FY 2009 Operating Budget			
<u>Classification</u>	<u>FTP</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Total</u>	<u>FTP</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Total</u>
Faculty	315.69	14,825,168	5,340,466	20,165,634	320.71	15,371,674	5,879,654	21,251,328
Exec/Admin	9.98	940,256	268,736	1,208,992	8.45	850,086	248,628	1,098,714
Manage/Prof	62.25	3,386,362	1,182,911	4,569,273	59.55	3,384,854	1,237,598	4,622,452
Classified	116.18	3,409,865	1,559,166	4,969,031	121.56	3,728,874	1,810,136	5,539,010
Irreg Help	0.00	743,525	113,015	856,540	0.00	871,303	126,337	997,640
TOTAL	504.10	23,305,176	8,464,294	31,769,470	510.27	24,206,791	9,302,353	33,509,144

**Postsecondary Professional-Technical Education System
Operating Budget Personnel Costs
Position Change Schedule
July 1, 2008 - June 30, 2009**

				Funding Source		
		Position		Salary	Above	Base
Program	Description		FTP	Amount	MCO	Reallocation
Faculty						
Boise State University						
LPN	Instructor		1.00	61,333	0	61,333
Heavy Equipment Tech	Instructor		1.00	40,000	0	40,000
Industrial Maintenance	Instructor		(1.00)	(50,336)	0	(50,336)
Computer Network Tech	Instructor		1.00	42,000	0	42,000
Computer Service Tech	Instructor		(1.00)	(42,016)	0	(42,016)
Applied Academics	Instructor		(0.75)	(29,313)	0	(29,313)
BSU Total			0.25	21,668	0	21,668
College of Southern Idaho						
Information Technology	Instructor		(0.50)	(19,000)	0	(19,000)
Information Technology	Instructor		0.30	12,000	0	12,000
Human Services	Instructor		0.50	18,000	0	18,000
Residential Construction	Instructor		(0.58)	(23,279)	0	(23,279)
Residential Construction	Instructor		1.00	41,640	0	41,640
Law Enforcement	Instructor		0.30	12,000	0	12,000
Residential Construction	Instructor		0.50	18,000	0	18,000
Surgical First Assistant	Instructor		1.00	37,500	0	37,500
Fisheries Technology	Instructor		0.50	28,600	0	28,600
CSI Total			3.02	125,461	0	125,461
Eastern Idaho Technical College						
Electronics	Instructor		(1.00)	(20,250)	0	(20,250)
Practical Nursing	Instructor		1.00	35,000	0	35,000
EITC Total			0.00	14,750	0	14,750
Idaho State University						
Dental Lab Assistant Tech	Instructor		(0.51)	(16,266)	0	(16,266)
Dental Lab Assistant Tech	Instructor		0.50	16,775	0	16,775
Electronics Systems Tech	Instructor		(1.00)	(54,538)	0	(54,538)
Electronics Systems Tech	Instructor		0.92	56,221	0	56,221
General Education	Instructor		0.18	8,048	0	8,048
Business Information	Instructor		(1.00)	(44,533)	0	(44,533)
Web Page Design and Mgt			1.00	45,906	0	45,906
Electronic Wireless/Telecom			(1.00)	(44,616)	0	(44,616)
Electro-Tech - Core	Instructor		1.00	45,074	0	45,074
ISU Total			0.09	12,071	0	12,071
Lewis-Clark State College						
Auto Mechanics Tech	Instructor		(1.00)	(31,018)	0	(31,018)
Sabbaticals	Instructor		(0.50)	(15,150)	0	(15,150)
Sabbaticals	Instructor		0.59	18,831	0	18,831
LCSC Total			(0.91)	(27,337)	0	(27,337)
North Idaho College						
Human Services	Instructor		(1.00)	(60,549)	0	(60,549)
Allied Health	Instructor		1.00	62,365	0	62,365
Human Resources	Instructor		(1.00)	(39,555)	0	(39,555)
ATEC	Instructor		1.00	40,742	0	40,742
ATEC	Instructor		0.47	22,603	0	22,603
ATEC	Instructor		(1.00)	(46,691)	0	(46,691)
HVAC/R	Instructor		1.00	35,953	0	35,953

**Postsecondary Professional-Technical Education System
Operating Budget Personnel Costs
Position Change Schedule
July 1, 2008 - June 30, 2009**

				Funding Source	
	Position		Salary	Above	Base
Program	Description	FTP	Amount	MCO	Reallocation
BUSO	Instructor	(1.00)	(64,398)	0	(64,398)
Landscape	Instructor	(1.00)	(44,999)	0	(44,999)
North Idaho College Continued					
BUSO	Instructor	(0.70)	(20,428)	0	(20,428)
Radiography Technician	Instructor	1.00	41,706	0	41,706
AUTO	Instructor	0.50	9,708	0	9,708
Diesel	Instructor	0.50	8,961	0	8,961
EMT	Instructor	1.00	41,706	0	41,706
Medical Assistant	Instructor	1.00	41,706	0	41,706
Welding	Instructor	0.80	20,162	0	20,162
Outdoor Power	Instructor	0.50	10,455	0	10,455
AUTO	Instructor	(1.00)	(36,994)	0	(36,994)
AUTO	Instructor	0.50	9,708	0	9,708
NIC Total		2.57	32,161	0	32,161
Total Faculty		5.02	178,774	0	178,774
Executive/Administrative					
Boise State University					
Administration	Associate Dean	(1.00)	(78,749)	0	(78,749)
Administration	Associate Dean	(0.53)	(42,983)	0	(42,983)
NIC Total		(1.53)	(121,732)	0	(121,732)
Total Executive/Administrative		(1.53)	(121,732)	0	(121,732)
Managerial/Professional					
Boise State University					
Administration	Network Administrator	(1.00)	(54,266)	0	(54,266)
Administration	Network Administrator	(1.00)	(51,501)	0	(51,501)
Administration	Network Administrator	0.50	31,279	0	31,279
Administration	Network Administrator	0.50	31,279	0	31,279
Administration	Grants Writer	1.00	62,908	0	62,908
Information Technology	Director	(1.00)	(69,244)	0	(69,244)
Student Support	Education Specialist	(0.61)	(25,647)	0	(25,647)
Student Support	Systems Coordinator	(1.00)	(44,720)	0	(44,720)
Research & Development	Coordinator	(0.40)	(21,107)	0	(21,107)
Marketing	Marketing Specialist	(0.50)	(20,600)	0	(20,600)
Marketing	Marketing Specialist	0.66	22,219	0	22,219
ABE	Coordinator	(0.52)	(29,421)	0	(29,421)
ABE	Coordinator	0.30	21,241	0	21,241
Instructional Support	Special Project Coord	0.10	5,589	0	5,589
Health Programs	Center Manager	1.00	63,902	0	63,902
BSU Total		(1.97)	(78,089)	0	(78,089)
College of Southern Idaho					
Developmental Studies	Department Chair	(0.50)	(34,352)	0	(34,352)
Developmental Studies	Department Chair	1.00	74,066	0	74,066
Student Services	Counselor	(0.80)	(33,287)	0	(33,287)
Student Services	Counselor	1.00	43,157	0	43,157
WorkSmart	CND Coordinator	(1.00)	(33,242)	0	(33,242)
WorkSmart	CND Coordinator	0.50	20,509	0	20,509
Disabilities Student Svcs	Coordinator	(1.00)	(52,615)	0	(52,615)
CSI Total		(0.80)	(15,764)	0	(15,764)
Idaho State University					

**Postsecondary Professional-Technical Education System
Operating Budget Personnel Costs
Position Change Schedule
July 1, 2008 - June 30, 2009**

				Funding Source	
				Above	Base
<u>Program</u>	<u>Position Description</u>	<u>FTP</u>	<u>Salary Amount</u>	<u>MCO</u>	<u>Reallocation</u>
133 Electronics Department	Chair	(1.00)	(67,309)	0	(67,309)
134 Electronics Department	Chair	0.86	70,648	0	70,648
135 Workforce Training	Training Developer	(1.00)	(48,194)	0	(48,194)
136 Workforce Training	Assistant Director	1.00	49,691	0	49,691
137	ISU Total	(0.14)	4,837	0	4,837
141	<u>Managerial/Professional Continued</u>				
142	Lewis-Clark State College				
143 Workforce Training	Coordinator	(0.63)	(25,878)	0	(25,878)
144 Workforce Training	Coordinator	0.64	26,368	0	26,368
145	LCSC Total	0.01	490	0	490
146	North Idaho College				
147 Workforce Training	Assistant Vice President	(1.00)	(80,289)	0	(80,289)
148 Workforce Training	Executive Director	1.00	82,698	0	82,698
149 RE & Resort Rec Mgmt	Division Chair	0.20	10,550	0	10,550
150	NIC Total	0.20	12,959	0	12,959
151	Total Managerial/Professional	(2.70)	(75,567)	0	(75,567)
152	<u>Classified</u>				
153	Boise State University				
154 Administration	Bus Operation Specialist	(1.00)	(48,714)	0	(48,714)
155 Instructional Support	Admin Assistant 1	1.00	25,044	0	25,044
156 Administration	Admin Assistant 1	1.00	24,000	0	24,000
157 Administration	Admin Assistant 1	(0.50)	(12,304)	0	(12,304)
158 Instructional Support	Admin Assistant 1	1.00	25,480	0	25,480
159 Student Support	Tech Records Specialist	1.00	25,000	0	25,000
160 Student Support	Tech Records Specialist	(0.75)	(19,095)	0	(19,095)
161 Student Support	Admin Assistant 1	0.50	14,655	0	14,655
162 Student Support	Admin Assistant 1	(0.25)	(6,401)	0	(6,401)
163 Administration	Finance Tech	1.00	29,039	0	29,039
164 Welding	Non-Inst Aide	(0.20)	(4,987)	0	(4,987)
165 Welding	Non-Inst Aide	0.50	12,397	0	12,397
166 Auto Tech	Non-Inst Aide	(0.63)	(14,960)	0	(14,960)
167 Auto Tech	Non-Inst Aide	0.50	12,397	0	12,397
168 Culinary Arts	Non-Inst Aide	0.50	13,666	0	13,666
169	BSU Total	3.67	75,217	0	75,217
170	College of Southern Idaho				
171 Practical Nursing	Lab Aide	0.30	7,500	0	7,500
172 Student Services	Specialist	(1.00)	(32,601)	0	(32,601)
173	CSI Total	(0.70)	(25,101)	0	(25,101)
174	Idaho State University				
175 Public Relations & Information	Admin Assistant I	(0.75)	(14,448)	0	(14,448)
176 Public Relations & Information	Admin Assistant I	0.58	15,324	0	15,324
177 Technical Department	Office Specialist 2	(1.00)	(23,442)	0	(23,442)
178 Technical Department	Office Specialist 1	1.00	24,856	0	24,856
179 Electronics Department	Office Specialist 2	(1.00)	(24,190)	0	(24,190)
180 Electronics Department	Office Specialist 1	1.00	25,688	0	25,688
181 Fiscal Records Office	Financial Specialist	(0.25)	(8,293)	0	(8,293)
182 Fiscal Records Office	Accountant	0.50	18,949	0	18,949
183 Practical Nursing	Instruction Assistant	0.50	11,513	0	11,513
184	ISU Total	0.58	25,957	0	25,957

**Postsecondary Professional-Technical Education System
Operating Budget Personnel Costs
Position Change Schedule
July 1, 2008 - June 30, 2009**

				Funding Source	
				Above MCO	Base Reallocation
	<u>Program</u>	<u>Position Description</u>	<u>FTP</u>	<u>Salary Amount</u>	
185	Lewis-Clark State College				
186	Auto Mechanics Tech	Instructional Aide	1.00	32,569	0 32,569
187	BTS	Print Tech/Inst Aide	(0.80)	(24,835)	0 (24,835)
188	BTS	Print Prod Spec/Inst Aide	0.70	25,495	0 25,495
189	LCSC Total		0.90	33,229	0 33,229
190	North Idaho College				
191	Trades & Industry	Sr. Admin Assistant	(1.00)	(29,480)	0 (29,480)
192	Professional, Tech, Workforce	Executive Assistant	1.00	38,081	0 38,081
193	Carpentry	Lab Aide Instructor	0.36	8,384	0 8,384
194	Trades & Industry	Tool Room Attendant	0.71	16,299	0 16,299
195	AUTO	Tool Room Attendant	(0.80)	(14,762)	0 (14,762)
199	<u>Classified Continued</u>				
200	North Idaho College Continued				
201	AUTO	Tool Room Attendant	0.71	17,569	0 17,569
202	Allied Health	Administrative Assistant	(1.00)	(18,361)	0 (18,361)
203	Allied Health	Administrative Assistant	0.85	22,932	0 22,932
204	Culinary Arts	Lab Aide Instructor	(0.40)	(7,217)	0 (7,217)
205	Culinary Arts	Lab Aide Instructor	0.50	8,961	0 8,961
206	NIC Total		0.93	42,406	0 42,406
207	Total Classified		5.38	151,708	0 151,708
208					
209	TOTAL		6.17	133,183	0 133,183
210					
211					
212					
213			<u>FTP</u>	<u>Salary Amount</u>	
214	SUMMARY:				
215	Faculty		5.02	178,774	
216	Executive/Administrative		(1.53)	(121,732)	
217	Managerial/Professional		(2.70)	(75,567)	
218	Classified		5.38	151,708	
219	Total		6.17	133,183	

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

University of Idaho
FY2009 Budget Overview
Agricultural Research and Extension

The Agricultural Research and Extension Appropriation (ARES) received an increase in appropriations over the FY08 base of 1.9%. This will be used to cover an average 3% increase in CEC. ARES also received benefit cost funding of \$434,600. Please see the accompanying allocation summary.

UNIVERSITY OF IDAHO
AVAILABILITY AND ALLOCATION OF FUNDS FOR FY2009
AGRICULTURAL RESEARCH AND EXTENSION SYSTEM

1 FUNDS AVAILABLE	FTE	AMOUNT
2		
3 FY2009 Operating Budget Base	370.46	\$ 32,687,600
4 Adjustments: Reappropriation		12,800
5 Adjustments: Other Appropriation Adjustments		3,016,000
6 Adjustments: Remove One-Time		(3,528,800)
7 Adjustments: Base Adjustments		(4,971,900)
8 Federal Appropriations		4,814,661
9 Miscellaneous Receipts		189,900
10 Adjustments: Internal Reallocations	2.59	
11 FY2009 Adjusted Budget Base	<u>373.05</u>	<u>\$ 32,220,261</u>
12		
13 Additional Funding for FY2009		
14 Benefit Costs		\$ 434,600
15 CEC		648,900
16 Total Additional Funding	<u>-</u>	<u>\$ 1,083,500</u>
17 Total Funds Available for FY2009	<u>373.05</u>	<u>\$ 33,303,761</u>
18		
19		
20		
21 ALLOCATION OF FUNDS		
22		
23 FY2009 Adjusted Budget Base	373.05	\$ 32,220,261
24		
25 MCO Increases to Budget Base		
26 Benefit Costs		\$ 434,600
27 CEC		648,900
28 Total MCO Increases	<u>-</u>	<u>\$ 1,083,500</u>
29		
30 Enhancements to Budget Base		
31		\$ -
32		-
33 Total Enhancements	<u>-</u>	<u>\$ -</u>
34		
35 Total Increases	<u>-</u>	<u>\$ 1,083,500</u>
36		
37 FY2009 Operating Budget	<u>373.05</u>	<u>\$ 33,303,761</u>

AGRICULTURAL RESEARCH & EXTENSION SERVICE

Operating Budget Personnel Costs Summary

July 1, 2008- June 30, 2009

Classification	FY2008 Operating Budget				FY2009 Operating Budget			
	FTE	Salaries	Benefits	Total	FTE	Salaries	Benefits	Total
Faculty	189.32	\$13,261,969	\$4,374,967	\$17,636,936	188.97	\$13,650,406	\$4,595,157	\$18,245,563
Executive/Administrative	3.12	456,416	125,125	581,541	3.12	468,224	128,400	596,624
Managerial/Professional	35.15	1,806,350	665,800	2,472,150	38.70	1,993,202	767,600	2,760,802
Classified	145.40	4,995,013	2,186,800	7,181,813	142.25	5,034,645	2,326,100	7,360,745
Irregular Help		312,324	62,500	374,824		334,220	66,800	401,020
Graduate Assistants		527,636	5,300	532,936		543,465	5,400	548,865
TOTAL	372.99	\$21,359,708	\$7,420,492	\$28,780,200	373.04	\$22,024,162	\$7,889,457	\$29,913,619

**Agricultural Research and Extension Service
Operating Budget Personnel Cost Summary
July 1, 2008 through June 30, 2009**

Department	Description	FTE	Amount	Funding Source		
				MCO	Other Allocations	Base Reallocation
Faculty:						
Ag Economics & Rural Sociology	Reallocation	0.13	30,624			30,624
Ag & Extension Education	Reallocation	(0.05)	1,200			1,200
Biological & Ag Engineering	Reallocation	(0.30)	(1,557)			(1,557)
Animal & Veterinary Science	Reallocation	(1.63)	(106,434)			(106,434)
MMBB	Reallocation	(0.48)	(59,319)			(59,319)
Plant, Soil & Entomological Sci.	Reallocation	(0.66)	(24,179)			(24,179)
Food Science & Toxicology	Reallocation	(0.53)	(31,832)			(31,832)
Family & Consumer Sciences	Reallocation	1.25	86,787			86,787
N. Cummings Research Ext Ed Center	Reallocation	1.00	92,518			92,518
District I	Reallocation	0.97	40,772			40,772
District II	Reallocation	(0.02)	4,815			4,815
District III	Reallocation	(0.06)	(60,194)			(60,194)
District IV	Reallocation	0.01	88			88
Net Various Changes	Reallocation	0.02				
Total Exempt/Faculty		(0.35)	(26,711)	0	0	(26,711)
Managerial/ Professional:						
College of Ag Administration	Reallocation	0.64	9,470			9,470
Ag Economics & Rural Sociology	Reallocation	(1.00)	(54,247)			(54,247)
Ag & Extension Education	Reallocation	(0.09)	1,573			1,573
Animal & Veterinary Science	Reallocation	1.26	50,610			50,610
Palouse Research Ext Ed Center	Reallocation	1.64	64,968			64,968
Plant, Soil & Entomological Sci.	Reallocation	0.72	39,004			39,004
Food Science & Toxicology	Reallocation	(0.10)	4,320			4,320
Net Various Changes	Reallocation	0.48				
Total Managerial/Professional		3.55	115,698	0	0	115,698
Executive/Admin:						
Ag Admin	Reallocation					
Ag Admin	Reallocation					
Total Exec/Admin		0.00	0	0	0	0
Classified:						
College of Ag Administration	Reallocation	(0.32)	(10,492)			(10,492)
Ag Economics & Rural Sociology	Reallocation	0.15	5,076			5,076
Ag & Extension Education	Reallocation	1.00	42,286			42,286
Biological & Ag Engineering	Reallocation	(0.19)	(4,196)			(4,196)
Animal & Veterinary Science	Reallocation	(2.56)	(88,648)			(88,648)
MMBB	Reallocation	(0.28)	2,692			2,692
Palouse Research Ext Ed Center	Reallocation	1.27	33,593			33,593
Plant, Soil & Entomological Sci.	Reallocation	(1.74)	(57,245)			(57,245)
Net Various	Reallocation	(0.48)				
Total Classified		(3.15)	(76,934)	0	0	(76,934)
Total FTE Changes		0.05	12,053	0	0	12,053

HEALTH PROGRAMS

FY 2009 Operating Budget

		<u>FY 2008 BUDGET</u>	<u>FY 2009 BUDGET</u>	<u>PERCENT of CHANGE</u>
1				
2	By Program:			
3	WI Veterinary Education	1,843,700 #	1,874,200	1.65%
4	WWAMI Medical Education	3,664,000	3,719,600	1.52%
5	IDEP Dental Education	1,275,400	1,342,200	5.24%
6	University of Utah Medical Education	1,088,800	1,143,600	5.03%
7	Family Practice Residency Programs	1,984,400	1,635,700	-17.57%
8	Prof. Student. Exch. Prog. - Optometry	228,800	236,800	3.50%
9	Psychiatry Residency	40,600	81,900	101.72%
10	Total Programs	<u><u>10,125,700</u></u>	<u><u>10,034,000</u></u>	-0.91%
11	By Fund Source:			
12	General Fund	9,180,700	9,459,900	3.04%
13	Student Fee Revenue	528,300	574,100	8.67%
14	Millenium Fund	416,700	0	0.00%
15	Total Funds	<u><u>10,125,700</u></u>	<u><u>10,034,000</u></u>	-0.91%
16	By Expenditure Classification:			
17	Personnel Costs	2,075,900	2,157,900	3.95%
18	Operating Expenditures	1,693,100	1,745,200	3.08%
19	Capital Outlay	25,900	0	0.00%
20	Trustee & Benefits	5,914,100	6,130,900	3.67%
21	Lump Sum	416,700	0	0.00%
22	Total Expenditures	<u><u>10,125,700</u></u>	<u><u>10,034,000</u></u>	-0.91%
23	Full Time Position	20.39	20.39	0.00%

24 Budget Overview

Personnel costs reflect the 3% employee compensation (CEC) increase included in Senate Bill 49 for FY 2009. The Legislature provided the second year of funding for the Pyschiatry Residency Program. This program was first funded in FY 2008, with funding being built out over four years.

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SPECIAL PROGRAMS

FY 2009 Operating Budget

	FY 2008 BUDGET	FY 2009 BUDGET	PERCENT of CHANGE
By Program:			
Forest Utilization Research	626,600	647,700	3.37%
Geological Survey	874,800	907,300	3.72%
Scholarships and Grants:			
Idaho Promise Scholarship - A	331,300	331,300	0.00%
Idaho Promise Scholarship - B	4,446,700	4,446,700	0.00%
Atwell Parry Work Study Program	1,344,500	1,344,500	0.00%
Minority/"At Risk" Scholarship	111,000	111,000	0.00%
Teachers/Nurses Loan Forgiveness	168,600	215,300	27.70%
Freedom Scholarship		13,000	100.00%
Peace Officer/Firefighter Scholarship	57,200	37,500	-34.44%
Grow Your Own Teacher Scholarship	366,500	366,500	0.00%
Leveraging Educ Asst Program (LEAP)	721,400	721,400	0.00%
Special Leveraging Educ Asst Part (SLEAP)	179,600	179,600	0.00%
Byrd Honors	207,500	207,500	0.00%
Need & Merit Based Scholarships	1,925,000	1,925,000	0.00%
Unallocated Federal Appropriation	43,200	43,200	0.00%
Total Scholarships and Grants	9,902,500	9,942,500	0.40%
Museum of Natural History	595,500	599,300	0.64%
Small Business Development Centers	302,700	324,100	7.07%
Idaho Council for Economic Development	57,500	54,700	-4.87%
Technical Help	176,200	187,000	6.13%
Total Programs	12,535,800	12,662,600	1.01%
By Fund Source:			
General Fund	12,095,800	12,222,600	1.05%
Federal Funds	440,000	440,000	0.00%
Economic Recovery Reserve Fund			
Total Funds	12,535,800	12,662,600	1.01%
By Expenditure Classification:			
Personnel Costs	2,382,800	2,506,300	5.18%
Operating Expenditures	135,200	189,900	40.46%
Capital Outlay	57,800	23,900	
Trustee/Benefit Payments	9,960,000	9,942,500	-0.18%
Total Expenditures	12,535,800	12,662,600	1.01%
Full Time Position	48.92	34.40	-29.68%

Budget Overview

Special Programs are appropriated under Senate Bill 1476 for 2009. The reduction in FTP is due to an object transfer of Personnel Costs to Operating Expenditures for Small Business Development Centers and TechHelp.

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FY2009 ALTERATION AND REPAIR PROJECTS

AGENCY / INSTITUTION	PBFAC RECOMMENDATIONS	AGENCY REQUESTS	PRIORITY
EDUCATION, STATE BOARD OF			
BOISE STATE UNIVERSITY			
General Building Infrastructure, Multi-Purpose Classroom Bldg.	995,000	995,000	1
HVAC Upgrade, Science/Nursing	750,000	750,000	2
Replace Roof, Albertsons Library	400,000	400,000	3
Replace Roof, Administration Building	125,000	125,000	4
Replace Roof, Kinesiology Annex	100,000	100,000	5
Upgrade Emergency Phone System, Campus Wide	150,000	150,000	6
Replace Fire Alarm System, Morrison Center	170,000	170,000	7
Upgrade Handrails and Guardrails, Campus Wide	100,000	100,000	8
Door Access/Security System, Phase 3, Campus Wide (#07199)	175,000	175,000	9
Upgrade Master Key System, Phase 1 of 3, Campus Wide		200,000	10
Campus Lighting, Phase 5 (#08199)		100,000	11
Upgrade Ventilation, Liberal Arts Building		100,000	12
Classroom Renovations, Education Building		385,000	13
Remodel Faculty Offices, Liberal Arts Building		110,000	14
Renovations for Nuclear Magnetic Resonance Equip., Sci/Nursing		263,000	15
Conversion to Research Laboratory, Engineering Technology		300,000	16
Research Laboratory Remodel, Engineering Technology		300,000	17
General Building Infrastructure, Micron Engineering		550,000	18
Conversion to Research Laboratory, Micron Engineering Cntr.		815,000	19
Office Remodel, Science/Nursing		250,000	20
Information Technology Infrastructure, Ph 5, Campus Wide (#06194)		500,000	21
Engineering Teaching Lab Conversion, Engineering Technology		145,000	22
Research Laboratories Remodel, Micron Engineering Center		475,000	23
Steam and Condensate Line Replacement, Campus Wide		200,000	24
Space Consolidation and Renovation, Administration Building		350,000	25
Utility Relocation Master Plan, Sanitary Sewer, Expansion Area		50,000	26
Relocate Sewer Line, Expansion Area		155,000	27
Replace Fire Alarm System, Ph 5, Campus Wide, (#08215)		75,000	28
Upgrade Elevator, Administration Building		285,000	29
Convert Pneumatic Controls to DDC, Engineering Technology		200,000	30
Pedestrian/Bicycle Circulation Master Plan and Safety Improvements, Phase 2, Campus Wide (#08200)		75,000	31
Renovate Friendship Bridge, Cesar Chavez Lane		175,000	32
Upgrade Patio, Business Building		200,000	33
Pedestrian Safety Improvements, Cesar Chavez Lane		230,000	34
Biology Teaching Labs Remodel, PAAW		960,000	35
Convert Teaching Labs to Research Labs, Science/Nursing		995,000	36
Remodel Physics Classroom to Research Labs, Multi-Purpose Classroom Building		325,000	37
Chilled Water Distribution System, Micron Engineering Cntr.		450,000	38
Engineering Teaching Laboratory Remodel, Engineering Tech.		140,000	39
Materials Science Undergraduate Lab Remodel, Micron Eng.		470,000	40
Classroom Conversion, Engineering Technology		180,000	41
Classroom Remodel, Engineering Technology		70,000	42

FY2009 ALTERATION AND REPAIR PROJECTS

AGENCY / INSTITUTION	PBFAC RECOMMENDATIONS	AGENCY REQUESTS	PRIORITY
Research Laboratory Remodel, Micron Engineering Center		160,000	43
Wet Research Lab Remodel		230,000	44
Vestibules, Education and Business Buildings		85,000	45
Upgrade Card Access System, Micron Engineering Building		105,000	46
Renovate First Floor, Science/Nursing Building		995,000	47
Renovate Geosciences Space, Math/Geoscience Building		995,000	48
Landscape Improvements, Expansion Area		150,000	49
Facility Condition Assessment, Campus Wide		150,000	50
Upgrade HVAC, Math/Geoscience Building (supplement #07200)		150,000	51
Upgrade Locker Room, Kinesiology Building		60,000	52
Physics Lab Remodel, Multi-Purpose Classroom Building		100,000	53
Engineering Computer Lab Remodel, Micron Engineering Center		145,000	54
Remodel Transportation Lab, Micron Engineering Center		120,000	55
Laboratory Remodel, Micron Engineering Center		490,000	56
Faculty Studios & Art History Seminar Classroom, Capitol Village 6		280,000	57
Student Computer Lab Remodel, Engineering Technology		140,000	58
Research Laboratory Remodel, Micron Engineering Center		490,000	59
SUBTOTAL	2,965,000	17,888,000	

IDAHO STATE UNIVERSITY

Renovate, Ph 2, Measurements and Control Engineering Research Center (#07227)	575,000	575,000	1
Repair Walking Deck, Administration and Liberal Arts Bldgs.	34,500	34,500	2
Renovate Beam Laboratory, Physical Science Building	195,500	195,500	3
Renovate HVAC System, Chemistry Building	258,750	258,750	4
Renovate HVAC System, Dowling Building	57,500	57,500	5
Renovate Offices, College of Engineering	287,500	287,500	6
Renovate Flume Laboratory, Physical Science Building	112,400	112,400	7
Storm Water Retention	402,400	402,400	8
Pave Parking Area, Diesel Automotive Technology Program	77,700	77,700	9
Remodel Health and Nutrition Science Space, Reed Gym	589,000	589,000	10
Renovate Anthropology Laboratories, Graveley Hall	270,300	270,300	11
Renovate, College of Business Building		995,000	12
Renovate HVAC System, Red Hill Building		138,000	13
Renovate HVAC System, Industrial Crafts Building		207,000	14
Renovate HVAC System, Vocational Arts Building		202,000	15
Replace Roof Top Units, Trade and Technology Building		115,000	16
Replace Steam Lines, Between Buildings 21, 22, 23, 24, 26		127,000	17
Replace Steam Heaters, Reed Gymnasium		138,000	18
Renovate HVAC System, Family Medicine		64,000	19
Renovate HVAC System, Tingey Building		98,000	20
Renovate HVAC System, RFC Building		403,000	21
Remodel Locker Rooms, Reed Gymnasium		997,000	22
Repairs, Goranson Hall		126,000	23
Remodel Telecommunications Area, Red Hill Building		668,000	24
SUBTOTAL	2,860,550	7,138,550	

FY2009 ALTERATION AND REPAIR PROJECTS

AGENCY / INSTITUTION	PBFAC RECOMMENDATIONS	AGENCY REQUESTS	PRIORITY
UNIVERSITY OF IDAHO			
Replace Heat System and Controls & Hot/Cold Water Systems, Ridenbaugh	997,500	997,500	1
Replace Steam Tunnel Lid, University Avenue	1,055,300	1,055,300	2
Lagoon Repair and Improvements, Reclaimed Water System	875,000	875,000	3
Emergency Generator, Renfrew Hall (Life Safety)		787,500	4
Replace Hello Steps, Administration Building Lawn	156,500	156,500	5
Retrofit and Repairs, Boiler D, Power Plant		385,900	6
Pedestrian Pathway Lighting, Safety & Security, Perimeter Dr.		399,400	7
HVAC Upgrade, Phase 3, Life Science South (#07251)		1,053,500	8
Extend Steam and Chilled Water Tunnel, Renfrew Hall to Law		1,154,500	9
Exterior Envelope Repairs, Administration Building		789,900	10
Replace Roofs, EHS and Ag Engineering Offices		157,500	11
Emergency Generator, Holm Center (Life Safety)		239,600	12
HVAC System Improvements, Administration Building		888,900	13
Repair North Entry Steps and Mosaic Tile, Administration Bldg.		225,900	14
Elevator Life Safety Modifications, Phase 4 (#08251)		551,300	15
Exterior Envelope Repairs, Education Building		1,050,000	16
Replace Roofs, West Wing/Penthouse/E&W Sides of Penthouse, Ag Science Building		420,000	17
HVAC System Repair, Phase 2, Gibb Hall (#08255)		900,000	18
Pedestrian Improvements, 7th Street		350,000	19
Re-Pipe DWV and Heating Systems, Student Health Center		830,000	20
Replace West Entry Concrete Plaza, CNR (Safety)		175,000	21
SUBTOTAL	3,084,300	13,443,200	
LEWIS-CLARK STATE COLLEGE			
4th Street Parking, Phase 2 (#07150)	950,000	950,000	1
Replace Roof, Administration Building		174,000	2
Pave Parking Lot, Industrial-Agriculture Building Compound		250,000	3
Replace Windows, Language Center		149,000	4
Transmission Lab and Classroom Expansion, Auto Mechanic Program, Mechanical and Technical Building		750,000	5
SUBTOTAL	950,000	2,273,000	
NORTH IDAHO COLLEGE			
Parking Lot Overlay/Seal Coating, Lee-Kildow Hall/Molstead Library/Winton-Post Hall	289,000	289,000	1
Replace HVAC Controls, Phase 2, Christianson Gym/Hedlund/Lakeside Center/Winton-Post Hall (#08181)	75,000	75,000	2
Replace Chiller Unit, Molstead Library	140,000	140,000	3
Abate and Demolish, Campus Mill River House (TO ASBESTOS)		72,000	4
New Boilers, Phase 1 of 2		200,000	5
Carpet Replacement, Campus Wide		65,000	6
Paint Interior, Selected Buildings		52,000	7
Prox Card Locking/Security System, Molstead Library,		250,000	8

FY2009 ALTERATION AND REPAIR PROJECTS

AGENCY / INSTITUTION	PBFAC RECOMMENDATIONS	AGENCY REQUESTS	PRIORITY
Sherman Administration Building			
Campus Safety and Security Improvements		180,000	9
Student Information Portal		124,400	10
Baseline Re-Set of Classroom Technology		200,000	11
Facilities Maintenance Shop and Vehicle Garage		300,000	12
SUBTOTAL	504,000	1,947,400	
COLLEGE OF SOUTHERN IDAHO			
Air Conditioning, PE Building	299,100	299,100	1
Air Conditioning, Diesel and Welding Classroom	49,200	49,200	2
Refrigeration Unit and Controls, Desert Building	90,400	90,400	3
Re-Lamp, Shields Building	109,500	109,500	4
Re-Lamp, Canyon Building	170,600	170,600	5
Re-Lamp Evergreen Building		129,600	6
Re-Lamp, Aspen Building		58,900	7
Re-Lamp, Desert Building		61,800	8
Sump Pump Replacements		32,000	9
Carpet, Taylor Building and UI Wing of Evergreen Building		46,600	10
Water Tree and Fire Alarm System, Expo Building		50,600	11
Floor Tile, Burley Center		48,600	12
Replace Water Line, Canyon Building		145,900	13
Fire Lane, Canyon and Desert Buildings		199,000	14
Fire Lane Connector, Evergreen Building		53,900	15
Fire Alarm Systems, Gym and Desert Building		74,600	16
Exterior Renovation and Repairs, Heater and Chiller Buildings		93,400	17
SUBTOTAL	718,800	1,713,700	
EASTERN IDAHO TECHNICAL COLLEGE			
Replace Dual Duct VAV Boxes/Install Wire Tray, Christofferson Building 3	310,000	310,000	1
Bead Blast Floor/Prep/Repaint, Room 150, Sessions Bldg. 1	56,200	56,200	2
Replace Sprinkler System/Re-Landscape, Christofferson Bldg.	43,000	43,000	3
Replace Old Lighting Fixtures, Sessions Building 1	132,700	132,700	4
Replace Old Lighting Fixtures, Christofferson Building 3	102,000	102,000	5
Grounds Care Equipment Shed, Maintenance Building 4	65,000	65,000	6
Security Electronic Lock System, Campus Wide		210,000	7
Replace Asphalt, Re-Stripe, Parking Lot, Sessions Bldg. 1		275,000	8
SUBTOTAL	708,900	1,193,900	
UNIVERSITY PLACE (IDAHO FALLS)			
Replace Carpet, Tiered Classroom, Center for Higher Ed Bldg.	126,555	126,555	1
Repair Broken Sidewalks and Steps, Campus Wide		100,050	2
SUBTOTAL	126,555	226,605	

FY2009 ALTERATION AND REPAIR PROJECTS

AGENCY / INSTITUTION	PBFAC RECOMMENDATIONS	AGENCY REQUESTS	PRIORITY
IDAHO SCHOOL FOR THE DEAF AND BLIND			
Fire Sprinklers, Round Building		250,000	1
Fire Sprinklers, North End, Infirmary Building		100,000	2
Resurface Track		80,000	3
SUBTOTAL	0	430,000	
IDAHO STATE HISTORICAL SOCIETY			
Stabilize/Restore, Cooperative Mercantile, Franklin Historic Site	85,000	85,000	1
Pave Asphalt, Artifact Storage Annex, State Historical Museum	55,000	55,000	2
Rehabilitate Trustees Dorm, Old Penitentiary		275,000	3
Stabilize/Restore Two Yard Guard Towers, Old Penitentiary	40,000	40,000	4
Repair Roofs, Hatch and Doney Houses, Franklin Historic Site	56,000	56,000	5
SUBTOTAL	236,000	511,000	
TOTAL SBE:	12,154,105	46,765,355	

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REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS
Subsection B: Budget Policies

April, 2002

Budget Policies

3. Operating Budgets (Appropriated)

b. Approval of Operating Budgets

- (2) During the spring of each year, the chief executive officer of each institution, school or agency prepares an operating budget for the next fiscal year based upon guidelines adopted by the Board. Each budget is then submitted to the Board in a summary format prescribed by the executive director for review and formal approval before the beginning of the fiscal year.

4. Operating Budgets (Nonappropriated - Auxiliary Enterprises)

b. Approval of Operating Budgets

- (1) Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

5. Operating Budgets (Nonappropriated - Local Service Operations)

- c. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

6. Operating Budgets (Nonappropriated - Other)

- b. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCIES AND INSTITUTIONS OF THE STATE BOARD

SUBJECT

FY 2009 Line Item Budget Requests

REFERENCE

April 17, 2008 Instructions to agencies and institutions regarding
submission of line item budget requests

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.B.1.
Title 67, Chapter 35, Idaho Code

BACKGROUND

As discussed at its April 2008 meeting, the Board will accept the line item requests and provide guidance at the June, 2008 meeting. Subsequently, the Board will approve the final budget request at the August, 2008 meeting. Following Board approval in August, the budget requests will be submitted to DFM and LSO by September 1, 2008.

The line items represent the unique needs of the institutions and agencies and statewide needs. The Line Items are prioritized by the Board for each agency and institution, following review.

DISCUSSION

The following Line Item guidelines were provided:

1. Tie Line Item requests to goals within institution/agency strategic plan and to Board strategic plan.
2. Substantiate why non-appropriated Line Items from the FY 2009 budget request are not being prioritized first for FY 2010.
3. Prioritize Line Item requests in the following categories:
 - a. Occupancy Costs
 - b. Maintenance, Infrastructure and Critical Operating Expenses
 - c. Center for Advanced Energy Studies (CAES) (Higher Education)
 - d. Biomedical Research Initiative with Veterans Affairs Medical Center
 - e. New or Expanded Programs
 - f. Enhancements for institution or agency effectiveness, competitiveness, and/or efficiency

The information included in the final budget request must include supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

The motions for all of the budget requests are organized as follows:

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Table of Contents:

College and Universities.....	Tab A
Community Colleges	Tab B
Agricultural Research and Extension	Tab C
Special Programs.....	Tab D
Health Programs	Tab E
Agencies	Tab F
Office of State Board of Education	
Idaho School for Deaf and Blind	
Professional-Technical Education	
Idaho Div. of Vocational Rehabilitation	
Idaho Public Television	
Idaho State Historical Society	
Idaho Commission on Libraries	

Each summary page includes a page reference where the detailed narrative information for each line item can be found. This narrative is located behind the individual tab.

The line items include the two collaboration projects: Center for Advanced Energy Studies and the Biomedical Research with the Veterans Administration.

IMPACT

Approval of Supplemental requests provides funding needed for programs in the upcoming (FY 2009) fiscal year.

Once the Board has provided guidance on priority, category, dollar limit, etc, Board staff will work with the Business Affairs and Human Resources Committee, DFM and the agencies/institutions to prepare line items to be approved at the August meeting.

STAFF COMMENTS AND RECOMMENDATIONS

None provided at this time.

BOARD ACTION

To accept the Line Items requests from the agencies and institutions and to direct the Business and Human Resources Committee, in cooperation with the Division of Financial Management and the agencies and institutions, to develop a list of Line Items in priority order to be approved at the August Board meeting.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: College and Universities

Line Items for the College and Universities are summarized as follows:

Grouped by Subject	Page 2
Grouped by Institution	Page 4

The summaries list the page number where the detail and supporting documentation can be found for each Line Item.

College and Universities
FY 2010 Line Items
Grouped by Subject

			FTP	General
1	FY 2009 Operating Budget		3,975.13	\$ 420,491,800
2	Priority Institution Amount			
3				
4	Infrastructure (including Occupancy)		34.90	10,180,900
5	1 BSU 988,400			
6	5 BSU 800,000			
7	7 BSU 1,000,000			
8	1 ISU 1,019,000			
9	9 ISU 564,000			
10	10 ISU 587,200			
11	2 UI 722,200			
12	3 UI 4,019,500			
13	1 LCSC 480,600			
14				
15	Center for Advanced Energy Studies		21.91	3,248,800
16	3 BSU 728,700			
17	2 ISU 1,500,000			
18	4 UI 1,020,100			
19				
20	Bio Medical Research		8.30	1,580,000
21	8 BSU 300,000			
22	6 ISU 610,000			
23	10 UI 670,000			
24	16 ISU 843,000			
25				
26	Effectiveness, competitiveness, and		15.50	6,518,800
27	6 BSU 696,000			
28	1 UI 4,150,000			
29	8 UI 206,500			
30	9 UI 123,300			
31	1 SW Needs 500,000			
32				

College and Universities
FY 2010 Line Items
Grouped by Subject

				FTP	General
1	FY 2009 Operating Budget			3,975.13	\$ 420,491,800
2	Priority	Institution	Amount		
33	New/Expanded Programs			38.00	5,990,000
34	2	BSU	676,500		
35	4	BSU	700,000		
36	3	ISU	260,000		
37	4	ISU	402,100		
38	5	ISU	800,000		
39	7	ISU	221,200		
40	8	ISU	109,600		
41	11	ISU	148,500		
42	12	ISU	185,300		
43	13	ISU	195,400		
44	14	ISU	93,400		
45	15	ISU	86,500		
46	5	UI	258,700		
47	6	UI	125,000		
48	7	UI	1,300,000		
49	2	LCSC	282,600		
50	3	LCSC	145,200		
52	Total Line Items			118.61	\$ 27,518,500
53	Percentage of FY 2009 Operating Budget			2.98%	6.54%

College and Universities
Fiscal Year 2010 Line Items
Grouped by Institution in Priority Order

			FTP	General
1	FY 2009 Operating Budget		3,975.13	\$ 420,491,800
2	Institution/Priority/Line Item	Detail Page		
3	Boise State University			
4	1 Maintenance/Infrastructure: Occupancy	6	5.38	988,400
5	2 New/Expanded Programs: Ph.D in Public Policy	8	5.00	676,500
6	3 New/Expanded Programs: Center for Advanced Energy Studies (CAES)	10	5.50	728,700
7	4 New/Expanded Programs: Research Partnerships	12	2.00	700,000
8	5 Maintenance/Infrastructure: Office of Information Technology	16		800,000
9	6 Effectiveness, competitiveness, and efficiency: Research Support Staff	18	8.00	696,000
10	7 Maintenance/Infrastructure: Base Operating Funds	20		1,000,000
11	8 New/Expanded Programs: Biomedical Research	22	3.00	300,000
12	Idaho State University			
13	1 Maintenance/Infrastructure: Occupancy	23	4.16	1,019,000
14	2 New/Expanded Programs: Center for Advanced Energy Studies (CAES)	26	8.05	1,500,000
15	3 New/Expanded Programs: College of Nursing Program Expansion	29	3.00	260,000
16	4 New/Expanded Programs: College of Pharmacy Meridian Expansion	32	3.00	402,100
17	5 New/Expanded Programs: Biomedical Research Institute	35	7.50	800,000
18	6 New/Expanded Programs: Biomedical Research Institute	38	3.00	610,000
19	7 New/Expanded Programs: Institute for Mesoamerican Research	40	3.00	221,200
20	8 New/Expanded Programs: ISU Dental Hygiene Program to Idaho Falls	43	1.50	109,600
21	9 Maintenance/Infrastructure: Library Inflation	46		564,000
22	10 Maintenance/Infrastructure: ERP Implementation Support	49	1.00	587,200
23	11 New/Expanded Programs: Early College Training Programs	52	1.00	148,500
24	12 New/Expanded Programs: Online Speech/Language Pathology Program	55	2.00	185,300
25	13 New/Expanded Programs: Counseling PhD Boise Expansion	58	1.00	195,400
26	14 New/Expanded Programs: Respiratory Therapy Clinical Coordinator/Instructor	61	1.00	93,400
27	15 New/Expanded Programs: Paramedic Instructor/Human Simulation Lab Coordinator	64	1.00	86,500
28	16 New Expanded Programs: Veterans Administration Biomedical Research Coll.	67	3.50	843,000

College and Universities
Fiscal Year 2010 Line Items
Grouped by Institution in Priority Order

			FTP	General
1	FY 2009 Operating Budget		3,975.13	\$ 420,491,800
2	Institution/Priority/Line Item	Detail Page		
29	University of Idaho			
30	1 Effectiveness, competitiveness, efficiency: Salary Enhancements	69		4,150,000
31	2 Maintenance/Infrastructure: Occupancy	71	6.05	722,200
32	3 Maintenance/Infrastructure: Maintenance	73	16.00	4,019,500
33	4 New/Expanded Programs: Center for Advanced Energy Studies (CAES)	76	8.36	1,020,100
34	5 New/Expanded Programs: Environmental Safety Support	78	2.00	258,700
35	6 New/Expanded Programs: Security Audit	80		125,000
36	7 New/Expanded Programs: Graduate Assistants	82		1,300,000
37	8 Effectiveness, competitiveness, efficiency: Finance and Administration support	84	3.00	206,500
38	9 Effectiveness, competitiveness, efficiency: Research Compliance Officer	86	1.00	123,300
39	10 New/Expanded Programs: Biomedical Research		2.30	670,000
40	Lewis-Clark State College	88		
41	1 Maintenance/Infrastructure: Occupancy	90	2.31	480,600
42	2 New/Expanded Programs: Teacher Education - PACE	94	3.00	282,600
43	3 New/Expanded Programs: Biology Faculty		2.00	145,200
44	System-wide Needs	96		
45	1 New/Expanded Programs: Increase HERC Infrastructure Funds	98		500,000
46				
47	Total Line Items		118.61	\$ 27,518,500
48	Percentage of FY 2009 Operating Budget		2.98%	6.54%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Boise State University

FUNCTION: Occupancy

ACTIVITY:

Agency No.: 512

Function No.: 01

Activity No.:

FY 2010 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: Occupancy			Priority Ranking 1 of 8
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5.38				
PERSONNEL COSTS:					
1. Salaries and benefits	164,400				
2.					
3.					
TOTAL PERSONNEL COSTS:	164,400				
OPERATING EXPENDITURES by summary object:					
1. Custodial Supplies	14,000				
2. Utilities	245,300				
3. Maintenance	433,700				
4. Other (Security, landscape, Insurance)	131,000				
TOTAL OPERATING EXPENDITURES:	724,000				
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	988,400				

In order to maintain non-auxiliary space, this request is to cover utility costs, custodial costs and general maintenance costs for Park Center, Norco Building floors 3 and 4, Norco Building 1st floor classroom, capitol village space and non-auxiliary office pace in the parking deck. These funds are needed to ensure state facilities are properly maintained.

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?

No FTP is being requested.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.

This request is for operating funds only. Funding will ensure no further erosion of buying power for purchases such as postage, phone services, employee development, professional services, gasoline, and institutional supplies.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

Students, faculty and staff as well as visitors to the campus will be impacted if this funding is approved. If funds are not approved, operating budgets, will continue to show a weakening condition and maintenance projects and other day-to-day operating needs may need to be delayed. It is also expected that academic operating budgets will tighten, resulting in a less robust plan for continuous improvement.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was not requested in the FY 2009 budget request.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Boise State University
FUNCTION: Ph. D in Public Policy and Administration

Agency No.: 512

FY 2010 Request

Function No.: 01

Page ____ of ____ Pages
 Original Submission X or

ACTIVITY:

Activity No.:

Revision No. ____

A: Decision Unit No: 12.02		Title: Ph.D in Public Policy and Administration			Priority Ranking 2 of 8
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5				5
PERSONNEL COSTS:					
1. Salaries	290,000				290,000
2. Benefits	108,090				108,090
3. Graduate Assistants (7)	87,360				87,360
TOTAL PERSONNEL COSTS:	485,450				485,450
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses	12,000				12,000
2. OE -- Tuition Waivers for 7 Grad. Assts.	49,000				49,000
TOTAL OPERATING EXPENDITURES:	61,000				61,000
CAPITAL OUTLAY by summary object:					
1. Library Books and Periodicals	130,000				130,000
TOTAL CAPITAL OUTLAY:	130,000				
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	676,450				676,450

How connected to institution/agency and Board strategic plans:

The new program is aligned with the primary areas of emphasis defined for Boise State University by the State Board of Education Institutional Role and Mission statement (social sciences, public affairs), and the statewide mission programs assigned to Boise State University by State Board of Education policy III.Z (public policy, urban regional planning). It connects to the Board's vision of quality and accessible education that provides for an intelligent and well-informed citizenry. The program is listed by Boise State University in the State Board of Education 8-Year Plan for Educational Development) and was approved by the State Board of Education in April 2008.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

The program supports Boise State University's strategic plan in that it will contribute to the institution's continued development of "academic excellence," "public engagement" and "exceptional research."

There is a critical need for policy research and effective public administration in Idaho. The proposed Ph.D. in Public Policy and Administration at Boise State University will focus specifically on policy research – policy analysis and program evaluation. The focus on policy research is beneficial because students will leave the program with analytical skills that are applicable to any policy area that can contribute to state and local government.

Description:

This FY2010 budget request is for funding to launch a research-based Doctor of Philosophy in Public Policy and Administration program in the College of Social Sciences and Public Affairs. This program will help fulfill Boise State University's obligation to provide needed public policy and political science programs for the state. There already exists a strong faculty in the Department of Political Science and Department of Public Policy Administration that form a solid base for this degree.

The request includes funding for three new faculty lines, seven graduate assistants, administrative and research support staff, enhanced library acquisitions, and operating expense. This new program will complement the existing Master of Public Administration program and the newly approved Master of Community and Regional Planning program. All three programs take full advantage of the location of Boise State University in the state center of government, commerce, and industry, and in the most populous city and county of Idaho. The doctoral program in public policy and administration is also closely connected with the leading role of Boise State University in the Energy Policy Institute, which is part of the Center for Advanced Energy Studies, a key partnership between Idaho's three universities and the Idaho National Laboratory.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Boise State University

FUNCTION: CAES

ACTIVITY:

Agency No.: 512

Function No.: 01

Activity No.:

FY 2010 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.03		Title: Center for Advanced Energy Studies			Priority Ranking 3 of 8
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5.5				
PERSONNEL COSTS:					
1. Salaries	492,600				
2. Benefits	175,235				
3. 2 Graduate Assistants stipends and fringe. Both in materials science	47,840				
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Graduate Assistants tuition waivers	13,000				
2.					
TOTAL OPERATING EXPENDITURES:	13,000				13,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	728,675				728,675

How connected to institution/agency and Board strategic plans:

This request directly supports the State Board of Education's objective support and enhancement to the state's infrastructure and capacity for advanced energy studies through collaborative efforts among UI, ISU, BSU and the Idaho National Laboratory.

Boise State University's involvement in CAES is directly linked to our research and public policy mission with the primary emphasis defined by the State Board of Education's Institutional Role and Mission statement in public affairs and our developed strengths in sciences and engineering. The program supports Boise State University's strategic plan in that it will contribute to the institution's continued development of "academic excellence," "public engagement" and "exceptional research."

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

This FY2010 budget request is for funding to support and build the educational, research, and policy capabilities of Boise State University both in the areas of policy and science/engineering. Although one-time funding was provided for FY 2009, permanent funding needs to be secured.

Specifically, Boise State is requesting funding for three faculty positions (one in nuclear-materials and two in energy policy), one technician, one administrative support position, a half-time assoc. director and two graduate assistants in materials science.

Boise State is home to the CAES Energy Policy Institute (EPI). The institute focuses on energy related policy research, analysis, and education. It brings together policy personnel from the three Idaho Universities and INL to analyze and examine proposed energy policy and seek solutions for suitable energy. The value of the public policy piece is critical to understanding how society and its institutions address energy issues

Boise State has not had a chance to fully discuss with UI, ISU, and the CAES leadership about what the group will propose for an FY 2010 budget. Therefore, this request may be adjusted to reflect the consensus of those discussions.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Boise State University
FUNCTION: Research Partnerships
ACTIVITY:

Agency No.: 512
 Function No.: 01
 Activity No.:

FY 2010 Request
 Page ____ of ____ Pages
 Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.04		Title: Research Partnerships			Priority Ranking 4 of 8
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2				
PERSONNEL COSTS:					
1. Salaries	149,200				
2. Benefits	50,800				
3					
TOTAL PERSONNEL COSTS:	200,000				200,000
OPERATING EXPENDITURES by summary object:					
1. Matching Funds	500,000				
2.					
TOTAL OPERATING EXPENDITURES:	500,000				500,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	700,000				700,000

How connected to institution/agency and Board strategic plans:

This initiative is consistent with the mission of the Idaho State Board of Education in that it helps to provide services that are high quality, readily accessible, relevant to the needs of the state. This proposed activity is also consistent with one of the State Board's objectives for quality, i.e., foster an academic environment that encourages and enables cooperative (public/private partnerships) efforts to engage in relevant research. This initiative fully supports the University's strategic plan *Charting the Course* in that it will develop network and outreach opportunities with the community (Goal #1), and it will support public engagement and promote exceptional research, two tenets of what comprises a Metropolitan Research University of Distinction

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Description:

Boise State University requests a line item of \$700K to establish research partnerships with business and governmental agencies to aid and assist businesses in an effort to preserve free competitive enterprise and to maintain and strengthen the overall economy of our State and region.

Approximately \$500K of the funds will be used to match private and public sector dollars and in-kind contributions to conduct collaborative research that creates intellectual property, creates jobs, and ultimately leads to the benefit and growth of the Idaho business community. The remaining \$200K will be used to hire an Assistant Director and an Administrative Assistant to support the Boise State Technology Transfer Office. This will further develop the necessary infrastructure to mine, protect, and assess the commercialization potential of the intellectual property that is developed as a result of these efforts.

Boise State will also create a series of metrics that will be used to measure and track the effectiveness of the proposed activity on the economic development and diversification of the state. It should be recognized that a healthy businesses climate is critical to the economic strength of our State, region and nation, and the innovation and entrepreneurial spirit that originates from this sector helps the United States compete in today's global marketplace.

Questions:

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

\$700,000 is requested to establish research partnerships. See information above on more details.

2. What resources are necessary to implement this request?

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

Two FTE: an Assistant Director and an Administrative Assistant

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
- c. List any additional operating funds and capital items needed.

This request is for operating funds only. Funding will ensure no further erosion of buying power for purchases such as postage, phone services, employee development, professional services, gasoline, and institutional supplies.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

This initiative if funded would strengthen the economy of our State. The entrepreneurial spirit that originates from this sector would help the United States compete in today's global marketplace.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was not requested in the FY 2009 budget request.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

The innovation and entrepreneurial spirit continues to thrive in Idaho as evidenced by the following data:

- According to the 2006 Idaho Patent Report published by Stoel Rives LLP, Idaho produced more patents per capita than any other state in the nation in 2006. A review of the 1,528 patents issued in Idaho in 2006 indicates that the vast majority of them were issued in science/engineering areas, including mechanical devices (48%), computer hardware/electrical devices (17%), chemical/material science (11%), semiconductor manufacturing (8%), and imaging/optical technologies (3%). This is indicative of a state economy that is rapidly progressing towards becoming specialized in high-tech areas.
- According to the 2007 State New Economy Index developed and published by the Ewing Marion Kaufman Foundation and the Information Technology and Innovation Foundation, Idaho ranks 5th in the nation in Entrepreneurial Activity and 6th in the nation for Innovation Capacity (i.e., fraction of total jobs in high-tech industries, scientists and engineers in the workplace, etc.).
- In a 2005 survey reported by the *U.S. News and World Report*, Idaho ranked 6th in the nation for creating new companies per capita.
- *Forbes* ranked Boise, ID, 3rd in the nation in its ranking of "Best Places for Business and Careers" in 2007.
- *Forbes* ranked Idaho 6th in the nation on its list of "Best States for Business."

It is evident that Idaho has provided an attractive climate for new and existing business and the talent that accompanies them. However, a closer examination of the above data reveals some concerns regarding Idaho's economic outlook. For example, it should be noted that Idaho's ranking in the Best States for Business in *Forbes* remained at 6th from 2006 to 2007, while a number of surrounding states such as Washington experienced a jump from 12th (2006) to 5th (2007), and Utah from 4th (2006) to 2nd (2007). The report points to specific trends in the areas of performance and development capacity in which Idaho performs below average, including average annual pay to workers, change in private research and change in energy costs. Additionally, a closer look at the Idaho patent data indicates that over 77% of the 1,528 Idaho patents issued in 2007 were awarded to individuals from two companies located in Boise, ID - Micron Technology, Inc. and Hewlett-Packard Development Company. Unfortunately, these companies have recently experienced some workforce reductions and/or outsourcing of services that may deleteriously affect their patent production in the future.

Consequently, steps must be taken now to energize and diversify the economic environment in the State and region to ensure Idaho can maintain the robust economic growth and

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diversification it has experienced over the past decade. Per discussions with individuals from the Idaho Department of Commerce, one of the ways to reinvigorate the economy is to encourage technology-driven research via private/public partnerships to produce intellectual property that local and regional businesses could utilize and market to increase their competitiveness. In addition, in a recent Idaho Statesman article that discussed Boise becoming the next high tech center in the Western U.S., dated January 9, 2008, leaders of the Idaho computer science community indicated that money should be spent on Universities to help develop the innovations that will become the tech businesses of tomorrow. Both of these approaches to stimulate the economy and enhance innovation in Idaho and the region are accomplished by the initiative outlined in this initiative.

Boise State is the logical choice to serve as the primary public partner and spearhead this effort for a number of reasons. First, Boise State is located in the population and business hub (i.e., Treasure Valley) of the state. Second, the Idaho State Board of Education has identified business and economics as part of the institutional role and mission of Boise State University. Finally, Boise State has the premier Engineering College in Idaho and is poised to be the state's leader in a number of key academic and research areas, including biomolecular/biomedical sciences, nanosciences, materials science, and geosciences.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Boise State University
FUNCTION: Critical Operating Funds
for Information Technology Department

Agency No.: 512

FY 2010 Request

Function No.: 01

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Original Submission X or

ACTIVITY:

Activity No.:

Revision No. ____

A: Decision Unit No: 12.05		Title: Critical Operating Expenses - OIT			Priority Ranking 5 of 8
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. OE	800,000				800,000
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:	-				
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	800,000				800,000

How connected to institution/agency and Board strategic plans:

Fully fund OIT's operating budget for on-going contractual obligations, equipment renewal and known growth. This request is connected to the State Board's vision of systems that collect data and allow for well-informed decision making. It will support Boise State's vision by ensuring resource availability to sustain a growing infrastructure due to significant growth in students served and supports numerous goals in our institutional strategic plan.

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Description:

A fully funded operating budget for the Office of Information Technology permits consistent and stable support with long term planning and budget monitoring possible. Without stable long term funding the assurance of attaining specific strategies and goals outlined in Boise State's Strategic Plan are at the discretion of funds available. Information Technology initiatives are most commonly multi-year high dollar initiatives. Annual one-time funding to meet the on-going operating costs precludes sound budget management and planning.

Questions:

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

On-going operating funds to pay for technology contractual agreements, licensing costs, persistent system upgrade costs are requested. These expenses are required to ensure system support and to remain in compliance with reporting regulations.

2. What resources are necessary to implement this request?

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

No new positions are being requested.

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

No human resources will be re-directed.

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

On-going operating funds to pay for contracts with software vendors and required technology system upgrades.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

Boise State University students, faculty and staff are served by this request, as are all Idaho citizens and others that utilize web technology and receive information from Boise State University.

If this is not funded, it will be necessary for Boise State to seek other funding to meet this need.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

The total need identified in Boise State's FY 2009 budget request was \$1.2 million. No permanent funding was appropriated. Boise State has allocated \$400,000 of permanent funding for FY 2009 (revenues coming from increased student tuition). The remaining unfunded need is \$800,000.

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AGENCY: Boise State University

FUNCTION: Research Support

ACTIVITY:

Agency No.: 512

Function No.: 01

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.06		Title: Research Support Staff		Priority Ranking 6 of 8	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8				
PERSONNEL COSTS:					
1. Salaries	520,000				
2. Benefits	176,000				
3.					
TOTAL PERSONNEL COSTS:	696,000				
OPERATING EXPENDITURES by summary object:					
1.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	696,000				696,000

How connected to institution/agency and Board strategic plans:

This initiative is consistent with the mission of the Idaho State Board of Education in that it helps to provide research services that are high quality, readily accessible, relevant to the needs of the state. This proposed activity is also consistent with one of the State Board's objectives for quality, i.e., foster an academic environment that encourages and enables cooperative (public/private partnerships) efforts to engage in relevant research.

Filling this important personnel need also fully supports the University's strategic plan *Charting the Course* (CTC) in that it will help recruit and retain faculty and staff to support the vision (CTC, Goal 6), obtain fiscal resources (via sponsored projects) necessary to support the vision (CTC, Goal 10), and it will promote exceptional research, one of the tenets of a Metropolitan Research University of Distinction.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Description:

Boise State has done an excellent job recently in hiring high-quality faculty that have demonstrated substantial success in publishing their work and securing Federal funding. However, these top researchers, particularly in the sciences and engineering, are often saddled with completing day-to-day mundane tasks (calibrating instruments, daily QA/QC of equipment, running samples, etc.) necessary to keep their research programs competitive.

Boise State University's Division of Research has collected data on the immediate and long-term need for facility managers/technicians in the Colleges of Arts and Sciences (COAS) and Engineering (COEN). The overwhelming majority of the need for these personnel at the University exists in these two colleges. Based on the information collected, it is proposed that the University pursue resources to hire eight facility managers/technicians. Even though hiring these eight positions will not meet the immediate level of need, the impact within these colleges will be tremendous. It is expected that each position will be hired at an annual salary of \$65K/year plus fringe, resulting in a total request of \$696K for FY10.

Questions:

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

See description above -

2. What resources are necessary to implement this request?

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

These would be full-time benefit eligible positions. Titles are expected to be Facility Managers/Technicians and would work in the College of Arts and Sciences and the College of Engineering.

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

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

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

Taking steps to hire research-related personnel (i.e., facility managers/technicians) that are able to provide support for research will assist with moving the University's research enterprise forward. Without these personnel, the growth of research in terms of external awards and research expenditures will likely level off and researchers will soon find the infrastructure support inadequate to support their research agendas.

Students, faculty and staff would be impacted. If funding is not approved, research expenditures will likely level off and researchers will soon find the University infrastructure inadequate to support their research agendas.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Boise State University

Agency No.: 512

FY 2010 Request

FUNCTION: Base Operating Funds

Function No.: 01

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ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.07		Title: Base Operating Funds			Priority Ranking 7 of 8
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3.					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Multiple summary objects	1,000,000				
2.					
TOTAL OPERATING EXPENDITURES:	1,000,000				1,000,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,000,000				1,000,000

How connected to institution/agency and Board strategic plans:

This request will assist with ensuring adequacy of funding in the university's operating expenditure budget to provide a high quality learning environment for students as well as good working conditions for faculty and staff. It helps provide the basic infrastructure support that will allow Boise State University to achieve the goals and strategies as outlined in its strategic plan.

Description:

The request represents approximately a 5% increase to the operating expenditures budget. FY2007 was the last year base funding was received (\$336,000) to partially off-set inflation in the operating expenditure budget.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Questions:

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

No FTP is being requested.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
- c. List any additional operating funds and capital items needed.

This request is for operating funds only. Funding will ensure no further erosion of buying power for purchases such as postage, phone services, employee development, professional services, gasoline, and institutional supplies.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

Students, faculty and staff as well as visitors to the campus will be impacted if this funding is approved. If funds are not approved, operating budgets, will continue to show a weakening condition and maintenance projects and other day-to-day operating needs may need to be delayed. It is also expected that academic operating budgets will tighten, resulting in a less robust plan for continuous improvement.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was not requested in the FY 2009 budget request.

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AGENCY: Boise State University
FUNCTION: Biomedical Research
 Initiative with VA Medical Center

Agency No.: 512

FY 2010 Request

Function No.: 01

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ACTIVITY:

Activity No.:

Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.08		Title: Biomedical Research		Priority Ranking 8 of 8	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3				
PERSONNEL COSTS:					
1. Salaries	228,000				
2. Benefits	72,000				
3					
TOTAL PERSONNEL COSTS:	300,000				
OPERATING EXPENDITURES by summary object:					
1.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	300,000				300,000

How connected to institution/agency and Board strategic plans:

This collaborative initiative will enhance the State's infrastructure and capacity for biomedical research. Final details are yet to be determined, although this is being worked through with the collaborating partners.

This is an estimate only at this time.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Facility Occupancy

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Revision No.

A: Decision Unit No: 12.01		Title: New Facility Occupancy			Priority Ranking 1 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	4.16				4.16
PERSONNEL COSTS:					
1. Salaries	74,500				74,500
2. Benefits	52,700				52,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	127,200				127,200
OPERATING EXPENDITURES by summary object:					
1. Utilities	217,500				217,500
2. Materials	21,000				21,000
3. Maintainance	653,300				653,300
TOTAL OPERATING EXPENDITURES:	891,800				891,800
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,019,000				1,019,000

How connected to institution/agency and Board strategic plans:

This request is consistent with the current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: Access and Efficiency)

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Description:

This request for occupancy consists of three facilities. \$323,400 is the amount needed to fully fund the occupancy costs for the Rendezvous Center (\$623,400 cost less the \$300,000 previously funded - FY08 & FY09). Item 2 is for the Meridian Facility that was purchased and will be refurbished during FY08. This is a request of \$546,400 Item 3 is for the Universities portion of the CAES facility at \$149,400.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **The request is for funding to operate & maintain State facilities.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **4.16 FTE Custodial Staff**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None**
 - c. List any additional operating funds and capital items needed. **None**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **The request is for ongoing funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **Funding will allow the University to operate & maintain the facilities for the instructional purpose they were intended for. Lack of funding would potentially necessitate an increase in student tuition costs.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the FY09 budget request.**

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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<u>Year</u>	<u>FY10</u>	<u>Gross</u>	<u>% State</u>	<u>\$ State</u>	<u>Fringe</u>	<u>Insurance</u>	<u>Total</u>
Yr. 1	Nuclear Engineering Chair	\$148,345.60	50%	\$74,172.80	\$17,059.74		\$91,232.54
Yr. 1	Assistant Professor NE, Fuels & Modelling	\$63,356.80	50%	\$31,678.40	\$7,286.03	\$4,350.00	\$43,314.43
Yr. 1	Research Professor NE, Fuel Cycle	\$139,256.00	70%	\$97,479.20	\$22,420.22		\$119,899.42
Yr. 1	Research AoP NE, Nuclear Materials	\$102,835.20	60%	\$61,701.12	\$14,191.26	\$5,220.00	\$81,112.38
Yr. 1	Research AoP NE, Radiochemistry	\$102,835.20	50%	\$51,417.60	\$11,826.05	\$4,350.00	\$67,593.65
Yr. 1	Research AoP Physics, Detectors	\$64,126.40	50%	\$32,063.20	\$7,374.54	\$4,350.00	\$43,787.74
Yr. 1	Research AP Physics, Materials	\$63,294.40	50%	\$31,647.20	\$7,278.86	\$4,350.00	\$43,276.06
Yr. 1	Professor NE, Reactors	\$48,859.20	25%	\$24,429.60	\$5,618.81	\$4,350.00	\$34,398.41
Yr. 1	Asst. Prof. Health Physics - Reactors	\$58,801.60	50%	\$29,400.80	\$6,762.18	\$4,350.00	\$40,512.98
Yr. 1	Technician/Assistant Lecturer Nuc. Eng.	\$52,769.60	100%	\$52,769.60	\$12,137.01	\$8,700.00	\$73,606.61
Yr. 1	AA II	\$31,512.00	100%	\$31,512.00	\$7,247.76	\$8,700.00	\$47,459.76
Yr. 2	Asst. Prof. Mechanical/Materials	\$65,000.00	50%	\$32,500.00	\$7,475.00	\$4,350.00	\$44,325.00
Yr. 2	Assoc. Prof. Applied Math/Modeling	\$75,000.00	50%	\$37,500.00	\$8,625.00	\$4,350.00	\$50,475.00
Yr. 2	Assoc. Prof. Hydrogen	<u>\$80,000.00</u>	50%	<u>\$40,000.00</u>	<u>\$9,200.00</u>	<u>\$4,350.00</u>	<u>\$53,550.00</u>
Totals:		\$1,095,992.00		\$628,271.52	\$144,502.45	\$61,770.00	\$834,543.97
		FTE:	8.05				
		People:	14				

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Idaho Falls

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.02		Center for Advanced Energy Title: Studies in Idaho Falls			Priority Ranking 2 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8.05				8.05
PERSONNEL COSTS:					
1. Salaries	628,272				628,272
2. Benefits	206,272				206,272
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	834,544				834,544
OPERATING EXPENDITURES by summary object:					
1. Materials	40,000				40,000
2. Travel	13,525				13,525
TOTAL OPERATING EXPENDITURES:	53,525				53,525
CAPITAL OUTLAY by summary object:					
1. Equipment	111,931				111,931
2. Startup Packages	500,000				500,000
TOTAL CAPITAL OUTLAY:	611,931				611,931
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,500,000				1,500,000

How connected to institution/agency and Board strategic plans:

The Center for Advanced Energy Studies (CAES) collaborative between the Idaho National Laboratory (INL), Idaho State University, University of Idaho, and Boise State University represents a vital effort to integrate cutting-edge energy studies in the ISU College of Engineering with national interests being developed at the INL. Research and teaching efforts centered on CAES further the following Goals, as articulated in ISU's current strategic plan:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 19-20, 2008

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

The Center for Advanced Energy Studies (CAES) is a collaborative initiative between Boise State University (BSU), Idaho State University (ISU), the University of Idaho (UI) and the Idaho National Laboratory (INL) that will address the critical energy issues facing our nation. Operating as a jointly managed research center, CAES will maximize the utilization of the energy-related capabilities of its member institutions and sponsors. Cross-organizational, peer-to-peer technical collaboration in areas of nuclear, renewable, fossil and alternative energy will be encouraged.

To ensure the success of CAES, as an enduring Idaho institution, approximately three million dollars in recurring funding is requested to build the research, policy, and educational capabilities of CAES. Specifically funding (PC) is requested to partially support 25 research active faculty members, 5 senior technicians, 3 full time CAES Associate Directors, and 3 administrative support persons (one per Associate Director), who will be recruited and hired over a period of four years. Operating (OE) and capital costs (CO) are also requested to support start up costs for faculty, as well continuing costs to support ongoing needs such as scientific instrumentation, and software.

These research faculty members will be hired by their respective universities on fiscal or academic year appointments as appropriate, with support for at least 6 months per year on this request. These hires will also be supported through CAES joint appointments and or joint research with the INL for the balance of their academic appointments and on grants and contracts for the summer. Researchers will be located in or spend time in the new CAES research building located in Idaho Falls, which is scheduled for occupancy August 1, 2008. The costs presented are based upon FY2008 estimates.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request is for ongoing appropriated funding to make permanent the one-time funding granted by the State Legislature in the spring of 2008, as well as to build on the original base funding for the second year (see attachment). We request ongoing appropriated funding for the personnel listed below, as well as for the operating expenses listed above. This request also contains one-time funding under capital outlay for equipment and faculty startup packages.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **8.05 FTE, as described in attached spreadsheet.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **As listed in the attached documentation.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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- c. List any additional operating funds and capital items needed. **None.**
- 3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **The request is for ongoing funding.**
- 4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **Funding will allow the CAES collaborative to develop and maintain facilities and personnel vital to the developing understanding of alternative energy studies at the global, national, regional, and local scales.**
- 5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the FY09 budget request.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University
FUNCTION: General Education
ACTIVITY: Health/Medical Education

Agency No.: 513
Function No.: 1000
Activity No.:

FY 2010 Request
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 Original Submission X or
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ISU College of Nursing Program					
A: Decision Unit No: 12.03		Title: Expansion		Priority Ranking 3 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.0				3.0
PERSONNEL COSTS:					
1. Salaries	157,461				157,461
2. Benefits	77,555				77,555
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	235,016				235,016
OPERATING EXPENDITURES by summary object:					
1. Travel	3,000				3,000
2. Communications	3,000				3,000
3. Materials and Supplies	19,000				19,000
TOTAL OPERATING EXPENDITURES:	25,000				25,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	260,016				260,016

How connected to institution/agency and Board strategic plans:

The need to address the nursing shortage and faculty shortage is well documented in Idaho and the country. ISU is poised to respond to the demand for professional nurses, nurse specialists, nurse educators and researchers with the addition of faculty and staff to support program enhancements. The support requested is for senior, PhD prepared faculty to develop doctoral education in Idaho - a critical step to address faculty shortages. If additional faculty, staff and resources are not funded, enrollment cannot be increased to meet current and future critical needs for a highly educated nursing workforce. As SBOE-designated lead institution of higher education for the health professions in Idaho, ISU's expansion of the Nursing programs in the Kasiska College of Health Professions and the College of Technology is consistent with the institution's health-professions driven strategic planning. Research and teaching efforts centered on these programs also further the following Goals, as articulated in the current ISU and SBOE strategic plans:

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This budget request includes the faculty, staff and operational resources required to add (2) FTE senior level graduate faculty to increase the number of students who can be accepted in the programs at all levels, and to add a WebMaster and technical support to assist students, faculty and staff with online, Moodle, IT and statistical needs as all programs are offered online and/or with a variety of instructional technologies. The request is for ongoing addition to the base. \$25,000 is also requested to support additional communications, travel and materials and supplies for additional faculty and staff.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **See above. The request is for ongoing addition to the base.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **2.0 FTE new senior nursing faculty @ \$195,630 in ongoing appropriated funding, and 1.0 FTE webmaster @ 39,386 in ongoing appropriated funding.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **\$25,000. is requested to support additional communications, travel and materials and supplies for additional faculty and staff.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **Anticipate grant and donor contributions to continue to support upgrades to the teaching and research missions; development of a state-of-the-art simulation/clinical laboratory is currently underway and will support alternative clinical experience requirements.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **The need to address the nursing shortage and faculty shortage is well documented in Idaho and the country. ISU is poised to respond to the demand for professional nurses, nurse specialists, nurse educators and researchers with the addition of faculty and staff to support the above-mentioned program enhancements. Additional support requested is for senior, PhD prepared faculty to develop nursing education in Idaho - a critical step to address nursing shortages. Increasing Fast Track options for second degree students to the BS option will increase the number of BS prepared nurses into the workforce in one year rather than the usual time of (3) years. The ISU School of Nursing is the only organization with the experience and knowledge to lead in responding to meeting the future health care needs of Idaho citizens by increasing enrollment in the Fast Track option and to begin doctoral education. If additional faculty, staff and resources are not funded, enrollment cannot be increased to meet current and future critical needs for a highly educated nursing workforce.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University College Pharmacy

Agency No.: 513

FY 2010 Request

FUNCTION: General Education

Function No.: 1000

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Original Submission X or

ACTIVITY: Boise/Meridian

Activity No.:

Revision No. ____

College of Pharmacy Meridian					
A: Decision Unit No: 12.04	Title: Expansion			Priority Ranking 4 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				
PERSONNEL COSTS:					
1. Salaries	(AD-131,000)				
2. Benefits	(Fac- 90,000)				
3. Group Position Funding	311,000				311,000
	91,067				91,067
TOTAL PERSONNEL COSTS:	402,067				402,067
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	402,067				402,067

How connected to institution/agency and Board strategic plans:

The ISU College of Pharmacy offers the Doctor of Pharmacy degree, a four-year professional doctorate, preceded by at least two years of pre-pharmacy academic studies. All students complete their first and second professional year on the Pocatello campus. Currently, approximately 40% of the students spend their third academic third year studying at the ISU campus in Boise. Students may complete their fourth year at clinical sites in Boise, Pocatello, Coeur d'Alene or Reno. The ISU expansion of the Doctor of Pharmacy degree in Meridian is consistent with the ISU Strategic Plan, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This request is to add an associate dean and two faculty members in order to expand the number of students admitted into the Idaho State University College of Pharmacy program leading to the Doctor of Pharmacy degree, which is the only degree to enter into the practice of pharmacy. There is a national shortage of pharmacists that is also evident in Idaho. The Idaho Department of Commerce and Industry conservatively estimates over the next ten years there will be a demand for approximately 90 pharmacists per year in Idaho. Other economists have placed this number closer to 120 when considering retirement demographics of current practicing pharmacists in Idaho. Since this request addresses a need for health care in Idaho, it has direct connections to the Idaho State Board of Education's Strategic Plan and to Idaho State University's Strategic Plan with the most pertinent items listed above.

These additional positions are necessary to implement the full four years of the professional program at Meridian. The salary expenses of \$131,000 for an associate dean and \$90,000 for each of the faculty members are congruent with salaries for similar positions with Pharmacy peers. The College has already secured funding for the facility to house this program through a donation by The ALSAM Foundation. The "Sam Skaggs Pharmacy Complex" will be housed within the future Idaho State University Health Sciences Building at Meridian. Additional costs should be covered by increases in the professional fees generated from 80 new students. Additionally, this plan will better utilize existing faculty resources and available clinical practice sites needed for introductory pharmacy practice experiences. More globally, the citizens of Idaho will be better served in that additional opportunities will be available for residents to obtain a pharmacy education and there will be additional pharmacists to meet the needs of the State.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? What resources are necessary to implement this request?

An associate dean and two faculty positions are requested to begin the implementation of offering the full four years of the professional program leading to the Doctor of Pharmacy degree at Meridian. Once the program is fully operational, 40 students per class will be admitted at each campus. This reflects a total program increase of 80 students over four years or 33%. It is anticipated much of the funding (approximately \$250,000) for these positions will come from

BUSINESS AFFAIRS AND HUMAN RESOURCES
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ISU tuition fees generated by the new students. The College of Pharmacy's current staffing level and funding to teach the professional program is adequate for the 60 students enrolled per year. Approximately \$680,000 for salaries for additional faculty and staff, and other expansion expenses will come from student professional fees.

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

Associate Dean, \$131,000, full-time with benefits, anticipated date of hire is July 1, 2009, term of service is indefinite. The associate dean will provide oversight of both administrative and student services details of the Meridian campus.

Two Associate Professors, \$90,000 each, full-time with benefits, anticipated date of hire is July 1, 2009, term of service is indefinite.

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

All of the College's current resources will be directed toward this effort.

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

No additional funds are required as part of this request. The building renovation is being funded through a donation from The ALSAM Foundation. Company/corporate donations are being solicited for capital items; student fees will fund any additional expenses.

2. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

Please see the description in Item 1 above.

3. 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 citizens of the State of Idaho are being served by this request including those Idaho residents seeking an affordable education to become a pharmacist and those citizens seeking health care provided by pharmacists. Since many Idaho students attend the College, it is anticipated when they those students become pharmacists, they will return to their home communities and pharmacy services will continue to be provided in rural Idaho, as well as in the more metropolitan areas.

If the request is not funded, the Accreditation Council for Pharmacy Education will not allow the class size to be expanded and the full four years will not be available in Meridian. Those seeking an affordable pharmacy education will be impacted and the shortage of pharmacists in Idaho will grow more severe impacting patients seeking health care.

4. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This request is a continuation of the unfunded FY09 budget request.

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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Health/Medical Education

Agency No.: 513

Function No.: 1000

Activity No.:

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Original Submission X or

Revision No. ____

Idaho Biomedical Research					
A: Decision Unit No: 12.05	Title: Institute		Priority Ranking 5 of 16		
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	7.5				7.5
PERSONNEL COSTS:					
1. Salaries	422,638				422,638
2. Benefits	136,357				136,357
TOTAL PERSONNEL COSTS:	558,995				558,995
OPERATING EXPENDITURES by summary object:					
1. Faculty Release Time	83,250				83,250
2. Graduate Assistantships	117,612				117,612
3. ISU Library: Web of Science	40,000				40,000
TOTAL OPERATING EXPENDITURES:	240,862				240,862
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	799,857				799,857

How connected to institution/agency and Board strategic plans:

Idaho State University has created the interdisciplinary ISU Biomedical Research Institute (IBRI) embracing the latest advances in biomedical engineering, biotechnology, nanotechnology, neuroscience and bioinformatics and bio-signaling research & development in medicine, biology, and healthcare. We are developing the framework by exploiting the synergistic interactions among the existing scholarly resources within the ISU campus as well as drawing upon the State's biomedical and biotechnology industry and other segments of interdisciplinary biomedical research within the State of Idaho to further enhance and fulfill the mission and vision of this Institute. Through the interdisciplinary activities of IBRI, we seek to enhance ISU's role as the lead institution in Idaho for health professions. The institute is comprised of researchers in three focus areas: Behavioral & Neuroscience, Bio-Signaling & Communications and Functional Genomics and Biotechnology. Based on several strategic planning sessions and discussions, we believe that it is timely and opportune to establish a group of

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interdisciplinary researchers on ISU campus to focus their joint efforts on the important themes of bioengineering, biomedical engineering, bioinformatics, bio-signaling, medical informatics, and drug discovery. Research and teaching efforts centered on IBRI further the following strategic goals, as articulated in the current ISU and SBOE strategic plans:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: Access and Efficiency)

Description:

This line item request will provide expanded financial resources, such that the already existing groups of interested scientists/engineers/health professionals can further expand their membership and develop their efforts and strategies to attain the short and longer-term goals. Specifically, this request includes funding for 7.5 FTEs, as follows: 0.5 FTE for the IBRI Director; 4.0 research faculty, new positions (2 in neuroscience, 1 each in cell-signaling and genomics); 1.0 Administrative Assistant 1; 1.0 Network Technician; 1.0 Microscopy Technician. The request also includes \$83,250 of funding for faculty research release time, and \$117,612 for funding six Graduate Assistantships. The IBRI Director will continue to organize and manage the ISU INBRE program. The four research faculty positions are focused on achieving critical mass in the three research focus areas. These individuals will commit 100% effort to research and will develop competitive, independently funded research programs. The administrative assistant will have the primary responsibility of assisting the Director in coordinating all programs and activities of the IBRI. The Network Technician will serve as a systems administrator for the IBRI computer network and interfacing the Institute and the ISU Bioinformatics network. The duties will include maintaining the Institute server system, assessing and obtaining software, and assisting IBRI researchers in the network to enhance their hardware facilities and software. The Microscopy Technician will supervise and coordinate all activities of the ISU Biological Imaging Center. This individual will be trained in all aspects of the operation and maintenance of light and fluorescent microscopes available in this shared core Center available to all researchers at ISU. Collaborative projects are currently underway, and this individual will be responsible for facilitating additional collaborative projects. The faculty release funds will be used to support IBRI faculty release time from teaching to allow for more time to conduct research in pursuit of extramural funding. These funds will be used to support

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five IBRI researchers on a competitive basis. Six assistantships will be available for graduate student training in IBRI research laboratories. Awards will be competitive and ordinarily for a four year period, after which it is expected that students will be funded through IBRI investigator-initiated awards. In the event that the major professor has a lapse in funding, the IBRI will assure that assistantships will be provided to complete the student's Ph.D. degree program.

\$40,000 of this line item budget request will support the purchase of Web of Science journal services for ISU's Oboler Library to support the research efforts in this research institute. Web of Science is a major resource for research. ISU is the only library in the Intermountain region that lacks it.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request consists of recurring new appropriated funding for 7.5 FTE, as noted above, as well as both recurring and one-time funding as noted above.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
 - c. List any additional operating funds and capital items needed. **NA.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **This request is for ongoing and one-time appropriated funding, as articulated above.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the unfunded FY09 budget request.**

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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Boise/Meridian

Agency No.: 513

Function No.: 1000

Activity No.:

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Original Submission X or

Revision No.

ISU Clinical Laboratory Sciences					
A: Decision Unit No: 12.06	Title: Boise Expansion			Priority Ranking 6 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				2.0
PERSONNEL COSTS:					
1. Salaries	143,000				143,000
2. Benefits	58,000				58,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	201,000				201,000
OPERATING EXPENDITURES by summary object:					
1. Travel	3,000				3,000
2. Communications	49,000				49,000
3. Materials	5,000				5,000
TOTAL OPERATING EXPENDITURES:	57,000				57,000
CAPITAL OUTLAY by summary object:					
1. Startup/lab equipment (one-time)	250,000				250,000
2. Communications equip. (one-time)	102,000				102,000
TOTAL CAPITAL OUTLAY:	352,000				352,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	610,000				610,000

How connected to institution/agency and Board strategic plans:

As the SBOE-designated lead institution of higher education for the health professions in Idaho, ISU's expansion of the Clinical Laboratory Sciences Program Boise is consistent with the institution's health-professions driven strategic planning. Research and teaching efforts centered on the program also further the following Goals, as articulated in ISU's current strategic plan:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

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Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This request is for two faculty positions for the Clinical Laboratory Sciences Program (CLS), as well as a Network Administrator to serve the program's communications needs in the Boise/Meridian area. These positions will occupy space in the new ISU Health Sciences Center at Meridian, as well as at the Veterans Administration Hospital Center and Saint Luke's Regional Medical Center (SLRMC). The faculty position affiliated with the VA is focused on molecular science in the CLS program, and the faculty position to be affiliated with the SLRMC will be focused on overseeing the CLS preceptorship program in the SLRMC system and throughout the Boise area.

This funding request also includes funding for ongoing operating expenses, as well as one-time funding for startup equipment and communications equipment. The funding requested is consistent with the current emphasis on increasing the availability of health education in the Boise area, and is necessary to meet increased enrollment in Clinical Laboratory Sciences in Meridian, Idaho and surrounding rural areas. If this request is not funded ISU will not be able to offer the Clinical Laboratory Sciences curriculum to students in the fastest growing area in the state.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **As noted above.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **As noted above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **NA**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **As noted above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the unfunded FY09 budget request.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

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Institute for Mesoamerican Research					
A: Decision Unit No: 12.07	Title: Research			Priority Ranking 7 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				
PERSONNEL COSTS:					
1. Salaries	160,000				160,000
2. Benefits	61,212				61,212
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	221,212				221,212
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	221,212				221,212

How connected to institution/agency and Board strategic plans:

Dr. Richard Hansen, ISU Faculty member and Rupert farmer, is the world's leading expert on the early Maya Civilization in Guatemala. His research in the Mirador Basin discovered the earliest cities in the New World, the earliest road systems in the Americas, and the largest pyramids in the world. He has done this research in the context of preserving the last major region of tropical forest in Central America – a forest which houses plants and animals critical to pharmaceutical development, disease prevention, biodiversity, and the history of humanity. ISU seeks to build the Institute for Mesoamerican Research in order to highlight our interdisciplinary involvement in this renowned research project, to take advantage of the potential for pharmaceutical developments in that area, and to create an international presence by direct involvement in one of the world's most important heritage projects. This project is consistent with Idaho State University's current strategic plan and the SBOE current strategic plan as noted below:

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

The goal of this request is to create the infrastructure for a premier Institute for Mesoamerican Research at Idaho State University. This will be an internationally recognized institute that will bring faculty and students to Guatemala, and will forge international student and academic alliances and research interactions.

In the context of collecting artifacts, plants, soils, jades, ceramics, human remains and other items critical to understanding the history and environments of the Mirador Basin of Guatemala, Hansen has generated thousands of samples that have gone unanalyzed because of a lack of appropriate facilities and instrumentation. His direct involvement in the development of the ISU Center for Archaeology, Materials, and Applied Spectroscopy (CAMAS), and a new National Science Foundation award to fund the instrumentation in that center, has, with the appropriate staffing, created the opportunity for ISU to take charge of all materials, biomaterials, and pharmaceutical related analyses associated with the Mirador Basin Project as directed by Hansen.

Questions:

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

This request seeks funding for a senior ISU faculty member, and two laboratory scientists, to manage the ISU portion of the Mirador Basin research project, conduct analyses, create educational and research outlets and collaborations, and to generate external grants.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Associate/Full Professor – Institute Manager. \$60,000 / year. Full time Faculty.

Stable Isotope Mass Spectrometist - \$50,000 / year, Full time staff.

Materials Spectrometist - \$50,000 / year, Full time staff.

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

No existing resources will be redirected. Existing operations will be impacted by generating increased infrastructure leading to greater numbers of external grants.

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

None.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

All are ongoing.

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

This request will result in unlimited opportunities for student and faculty. If this request is not funded, ISU may miss out on one of the most high profile research efforts of the current century.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This is a new high-priority item which was not submitted last year since the opportunity for the project had not yet arisen at that time.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Idaho Falls

Agency No.: 513

Function No.: 1000

Activity No.:

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Original Submission X or

Revision No.

A: Decision Unit No: 12.08		Title: Expansion of ISU Dental Hygiene Program to Idaho Falls			Priority Ranking 8 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.5				1.5
PERSONNEL COSTS:					
1. Salaries	78,540				78,540
2. Benefits	6,543				6,543
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	85,083				85,083
OPERATING EXPENDITURES by summary object:					
1. Travel	3,000				3,000
2. Communications	1,500				1,500
3. Materials and Supplies	12,000				12,000
TOTAL OPERATING EXPENDITURES:	16,500				16,500
CAPITAL OUTLAY by summary object:					
1. Equipment	8,000				8,000
TOTAL CAPITAL OUTLAY:	8,000				8,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	109,583				109,583

How connected to institution/agency and Board strategic plans:

The Department of Dental Hygiene offers unique programs in Idaho and nationwide which provide quality educational experiences for undergraduate and graduate dental hygiene students. The program's goal is to provide residents of Idaho and the nation with access to outstanding dental hygiene education. As SBOE-designated lead institution of higher education for the health professions in Idaho, ISU's expansion of these programs is consistent with the institution's health-professions driven strategic planning. Service and teaching efforts centered on the programs also further the following Goals, as articulated in ISU's current strategic plan:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

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Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This request includes funding to expand the dental hygiene BS program by 4 students who will be educated in the Idaho Falls dental hygiene portion of the clinic and laboratory on the EITC campus. The personnel needs are 1 FTE equivalent for clinic education and laboratory setting teaching to maintain faculty student ratios that compare to the ISU Main campus. The FTE equivalency includes dental hygienists and dentists to educate and supervise the clinic care. Also, a .5 staff is needed to work in the clinic as a receptionist and coordinator for scheduling of patients, accounting, etc. No funding is currently devoted to this endeavor. Four new students will be admitted to the dental hygiene class for the Bachelor of Science degree program. The number of applicants for the program is healthy and the students admitted would receive preference if located in the region adjacent to Idaho Falls. The program for these four students would match the on campus program in Pocatello. Dentists and dental hygienists are requesting a program in this area; therefore, the impact is to graduate more students who are qualified to enter the workforce, especially in the Idaho Falls area.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **Money to expand the dental hygiene program by 4 students who will be educated in the Idaho Falls dental hygiene portion of the clinic and laboratory on EITC campus. The personnel needs are 1 FTE equivalent for clinic education and laboratory setting teaching to maintain faculty student ratios that compare to the ISU Main campus. The FTE equivalency includes dental hygienists and dentists to educate and supervise the clinic care. Also, a .5 staff is needed to work in the clinic as a receptionist and coordinator for scheduling of patients, accounting, etc. No funding is currently devoted to this endeavor.**
2. What resources are necessary to implement this request? **The money requested. The equipment is available at the clinic site. The expendable supplies will be supported by student course fees.**
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **This request is for ongoing appropriated funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **Four new students will be admitted to the dental hygiene class for the Bachelor of Science degree program. The number of applicants for the program is healthy and the students admitted would receive preference if located in the region adjacent to Idaho Falls. The program for these four students would match the on campus program in Pocatello. Dentists and dental hygienists are requesting a program in this area therefore the impact is to graduate more students who are qualified to enter the workforce, especially in the Idaho Falls area.**

If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the unfunded FY09 budget request.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.09		Title: Library Materials			Priority Ranking 9 of 16
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Three-year inflation catch-up (recurring)	564,000				564,000
TOTAL CAPITAL OUTLAY:	564,000				564,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	564,000				564,000

How connected to institution/agency and Board strategic plans:

The library provides the information resources that support the instruction and research missions of Idaho State University and, by extension, the Board's strategic plan. This request is consistent with the current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: Access and Efficiency)

Description:

This amount represents three years of inflationary increases in the information resources budget (books, journals, databases). The inflation requests for the last two years were funded as follows:

Year	Base Budget	Inflation Requested	Inflation Received
2007	\$2,392,864		
2008	\$2,392,864	\$167,500 (recurring)	\$159,800 (one-time)
2009	\$2,392,864	\$348,000 (recurring)	\$165,000 (one-time)
2010 (request)	\$2,392,864	\$564,000 recurring	

The library has already had one small cut in received journals in preparation for this next year. A larger cut will be necessary if recurring funds are not secured.

Questions:

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

The ISU Oboler Library is requesting \$564,000 (recurring) to cover inflation for 2008 and 2009 (which were funded with one time money) as well as 2010. The three years, added together, provide the total. This request is to restore funding to FY2007 buying power level.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **NA**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed.

Capital funds for library materials are the only funds needed.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

All funds must be ongoing to meet inflationary costs. The need for on-going funding reflects the recurring subscription costs of databases and journals. This request is from the general funds at this time.

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

This request serves the students, faculty, and staff of Idaho State University as well as the citizens of Idaho through interlibrary loan. If this request is not funded, the library will have to cut purchases by 20%. This cut would mean a reduction in databases, journals, and books.

If this request is not funded, faculty and student research and instruction will be adversely affected in all areas. Such a cut would be so large that it would affect mission critical areas such as health professions and biological sciences.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This request was part of the FY 2009 budget request but was not funded because it was seen as inflation, or MCO. However, it should be noted that this inflation rate is non-standard and cannot be absorbed by the library or institution without major cuts in resources and service.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.10		Title: ERP Implementation Support			Priority Ranking 10 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0				
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	54,000				54,000
OPERATING EXPENDITURES by summary object:					
1. Materials and Supplies	533,200				533,200
TOTAL OPERATING EXPENDITURES:	533,200				533,200
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	587,200				587,200

How connected to institution/agency and Board strategic plans:

The implementation of ISU's new ERP system is proceeding on schedule, and is operating within budget. However, as the existing computer system is phased out, a number of related software services will also need to be replaced. The university has also identified a number of services that will ensure the functionality, reliability, and efficiency of the system as it is placed into operation. Those items are enumerated in the description below. This request is consistent with current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: Access and Efficiency)

Description:

This request is for one-time appropriated funding to cover expenses related to ISU's implementation of our new Enterprise Resource Planning system. These items listed below will help to ensure the functionality, reliability, and efficiency of the ERP system as it has been planned to meet institutional needs well into the future. These expenses are detailed below:

Degree Audit	\$276,000
Software and consulting services to implement an on-line degree audit system to improve advising services and to improve the efficiency of degree certification efforts.	
Parking Software	\$62,000
Replaces the existing legacy application with a new software system that is fully integrated with the ERP system.	
Load Testing Services	\$50,000
Consulting services to test the capacity of the new ERP system to manage the expected load, and to tune the system for greater efficiency.	
Application Development Software	\$50,000
Software that will be used to migrate existing auxiliary applications from the legacy platform to the new hardware environment	
Computer Analyst	\$54,000
A one-year limited service position to manage and facilitate the migration of auxiliary applications to the new hardware environment (salary and fringe benefits). This position will help ensure an on-time conversion of these systems to the new environment.	
SAN upgrade	\$61,400
An increase in the storage capacity of the Storage Area Network (SAN) used to store institutional data	
Backup System upgrade	\$33,800
An increase in the storage capacity of the backup system used to protect institutional data	
TOTAL	\$587,200

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request is for one-time appropriated funds; core functions/needs of the larger ERP implementation are being met as planned and previously approved by SBOE.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **Computer Analyst – 1 year limited service.**

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- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
- c. List any additional operating funds and capital items needed. **None.**
- 3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above.**
- 4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **An effective campus wide information system is the foundation upon which effective institutional planning and operations rest. The purpose of the ERP project is to bring all financial services, human resources/payroll, and student information together in an integrated, secure, and user friendly environment. Examples of new features will include, but are not limited to:**
 - Students: pay tuition and fees online, apply for financial aid**
 - Faculty: submit grades, assist students on matters such as changing majors**
 - Staff & Faculty: track expenses in one location, enter purchase orders**

These services, as well as many other university services, will be integrated through a new university portal, which will provide a single point of access for university computer services. When ERP system is in full operation, we expect to experience significantly improved services for faculty, staff, and students. One of the significant goals of the project is to provide greater access to information for faculty and staff and to improve the efficiency of operation of the university
- 5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for one-time appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Agency: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.11		Title: Early College Training Programs			Priority Ranking 11 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	35,638				35,638
2. Benefits	15,484				15,484
TOTAL PERSONNEL COSTS:	51,122				51,122
OPERATING EXPENDITURES by summary object:					
1. Supplies and Materials	16,115				16,115
2. Travel	30,669				30,669
3. Postage	10,425				10,425
4. Telephone	265				265
TOTAL OPERATING EXPENDITURES:	93,974				93,974
CAPITAL OUTLAY by summary object:					
1. Computer Equipment (one-time)	2,000				2,000
2. Furniture (one-time)	1,800				1,800
TOTAL CAPITAL OUTLAY:	3,800				3,800
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	148,496				148,496

HOW CONNECTED TO INSTITUTION/AGENCY PLANS:

There are several advanced opportunities programs students may access to receive post-secondary credit for education completed while enrolled in the secondary system. One such program is dual credit or concurrent enrollment. Dual credit allows high school students to simultaneously earn credit toward a high school diploma and a postsecondary degree or certificate. Postsecondary institutions work closely with high schools to deliver college courses that are identical to those offered on the college campus. Credits earned in a dual credit class become part of the student's permanent college record. Students may enroll in dual credit programs taught at the high school or on the college campus. ISU's Early College Program is the premier concurrent enrollment program in the state. We are entering our second year of collaboration with public school district superintendents in Regions 5 and 6, as articulated by our MOUs, and look forward to continuing the expansion of concurrent enrollment programming and related teacher training and development throughout the state. For the academic year 2007-2008, ISU's Early College Program offered 267 concurrent enrollment course sections in 32

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locations across the state. Students in these courses generated 3,383 enrollments and completed 6,511 credit hours. This request is consistent with the current strategic plans of both ISU and the SBOE, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

DESCRIPTION:

The addition of a Field Coordinator will serve to expand the services of the seamless educational infrastructure at Idaho State University by achieving the following objectives:

1. Concurrent enrollment registration and recruitment - conduct onsite registration/recruitment of high school students.
2. Instructor support and training – conduct regional support workshops and training of high school teachers, as well as on-campus training workshops once per semester.

QUESTIONS:

1. What is being requested and why?

This funding request is for expansion of concurrent enrollment support (student registration and recruitment) and training of concurrent enrollment teachers. The proposed program will allow ISU to further develop concurrent enrollment academic programming by: (a) increasing student enrollment; and (b) improving teacher training, thereby program rigor, quality, and uniformity with on-campus classes.

The proposal includes of a Field Coordinator to perform the follow tasks: (a) conduct school site visits to register students; (b) recruit students for the concurrent enrollment program; (c) facilitate timely tuition payment and coordination with ISU financial services; (d) coordinate regional teacher support and training; (e) work with the Director of Early College and ICEE staff to offer biannual on-campus teacher training; (f) organize a first-annual year-end event to recognize program participants--students, teachers and liaisons; and (g) provide initial concurrent enrollment support to ISU – Boise campus.

2. What resources are necessary to implement this request?

- **Field Coordinator – full-time 12-month with benefits to begin July 1 supervised by Director, Early College Program and Director, Center for Professional Development, ICEE**
- **Field Coordinator Support – computer, office furniture, supplies, postage and telephone**
- **Travel/mileage for registration and recruitment – participating schools (31) to be visited once per trimester OR 3 times per year (93 visits)**
- **Travel/mileage for regional training – teacher trainings once per year in 4 locations (130 teachers total)**
- **Teacher training on-campus – workshops to be conducted once per semester or 2 times per year (130 teachers x 2 or 260 trained)**

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JUNE 19-20, 2008

- ISU, Boise campus – concurrent enrollment support services provided once per semester or 2 times per year
 - Student enrollment/recruitment packets and teacher training materials
3. Break out fund sources with anticipated expenditures. **This request is for new funding for program expansion.**
 4. Who is being served by this request and what are the expected impacts.

Target Populations: This request expands and strengthens the State Board mission of providing a seamless educational system. Secondary students are served in three ways: (1) enhance their post-secondary goals; (2) reduce duplication and provide for an easy transition between secondary and post-secondary education; and (3) reduce the overall cost of educational services and training. Concurrent enrollment teachers are also served through supportive programs and training workshops. This will ensure program quality, rigor, and uniformity with on-campus classes.

Expected Impact: Historical enrollment data indicate a gradual increase in concurrent enrollment participation at ISU. With the addition of the proposed expansion program, estimates are that enrollment will increase by the following: 2007-08 – 1979 students; 2008-09 – 2250 students; 2009-10 – 2500 students. Professional development credits for teachers will also increase proportionately (approximately 260 credits per semester or 560 per year). Ultimately, this expansion funding will allow closer student and faculty affiliations between school district concurrent enrollment programs and ISU programs and academic departments. High Schools with strong concurrent courses and instruction (as outlined in SBOE Guidelines) will increase the rigor needed to prepare Idaho students to meet the challenges of the 21st century.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

Agency No.: 513

FY 2010 Request

FUNCTION: General Education

Function No.: 1000

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ACTIVITY: Health/Medical Education

Activity No.:

Original Submission X or

Revision No. ____

ISU Online Speech/Language Pathology Program					
A: Decision Unit No: 12.12		Title: Pathology Program		Priority Ranking 12 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.0
PERSONNEL COSTS:					
1. Salaries	88,560				88,560
2. Benefits	59,040				59,040
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	147,600				147,600
OPERATING EXPENDITURES by summary object:					
1. Materials	25,000				25,000
2. Library/IT support	12,700				12,700
TOTAL OPERATING EXPENDITURES:	37,700				37,700
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	185,300				185,300

How connected to institution/agency and Board strategic plans:

Idaho State University is the sole provider for training of Speech-Language Pathologists (SLP) for the State of Idaho. Needs surveys and communication with Directors of Special Education, Department of Education staff, and State Board of Education staff have revealed a striking need for SLPs in rural Idaho school settings. Meeting this need is central to the mission of Idaho State University (Health Professions mission). This request is consistent with current ISU and SBOE strategic plans as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

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Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality/Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This is an expansion of an existing degree program (Master of Science Degree in Speech-Language Pathology at ISU). The existing program (Boise and Pocatello campuses) provides didactic instruction via interactive televised distance learning between the two geographic locations. Clinical instruction occurs on-site, as well as in off-site practicum locations. The proposed program will deliver regular semester coursework via online format, and will provide the bulk of clinical experience in the field. By this means, school districts will be able to “grow their own” speech-language pathologists who have a stake in the rural areas they already serve. Students in the program will have 2 summers of on-campus clinic and course work as well (one summer in Pocatello; one summer in Boise), and an externship experience at the end of the program. The target population is professionals within the rural Idaho public school system. Teachers and other professionals identified by school administrators, or self-identified, will be able to matriculate into the program by means of the currently approved and operational Online Pre-professional program in Speech-Language Pathology (SLP). This will provide the necessary coursework for entering this hybrid program. Students will meet the same entry requirements as students in the traditional Master’s program in SLP. Because our program is listed as a distance education program by our accrediting body, the department chair and student records staff receive between 2 and 3 contacts per week requesting information about our online MS program. The department could easily fill the seats in this program. Because of the nature of this program, designed to meet the needs of off-site individuals in rural Idaho, we do not foresee any matriculation from other programs at ISU. The program fee is sufficient deterrent that residential students at ISU would not perceive entering this program as advantageous.

The Center for Science and Economic Development (CSED) has been in ongoing communication with Directors of Special Education within the State of Idaho, and share their frustration in the inability to provide qualified speech-language pathologists to the rural school districts of Idaho. To determine need (demand) and output of the university (supply) the department surveyed Directors of Special Education. To summarize the results of the needs survey and discussion, Directors of Special Education expressed dismay that Idaho State University was unable to meet the needs of the public schools in supplying qualified, Master’s level speech-language pathologists (SLPs), particularly in the rural areas.

The needs survey and outcome analysis revealed that there is a high attrition rate for SLPs from the schools, that ISU was graduating sufficient numbers of qualified SLPs, and that the SLP graduates were largely remaining in Idaho. The issue of recruitment and retention into rural Idaho remained a large concern that required re-thinking the ability for applicants to attend the university or take courses in Pocatello or Boise. Students who are able to abandon their domiciles in rural Idaho to matriculate into ISU rarely return to those rural locations. A model was formulated that has provided students in rural Idaho to take the pre-requisite courses in speech-language pathology and audiology, in preparation for matriculation into the Master’s program in Speech-Language Pathology. This program, the Online Pre-professional Program,

BUSINESS AFFAIRS AND HUMAN RESOURCES
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began in Fall 2007, and shows signs of becoming a highly successful means of meeting these initial needs. There are currently 14 full-time online pre-professional students and numerous part-time students as well. Of the individuals in the full program, 69% of the 14 students are Idaho residents, predominantly from rural Idaho. These students must then matriculate into a Master's program in either speech-language pathology or audiology, and complete two years of course work and clinic before entering into their first employment in the field.

The Online Pre-professional Program is a vital first step in meeting the needs of rural Idaho, in that it allows individuals with ties to rural areas a means of beginning the process of upgrading their bachelor's degrees to Master's in Speech-Language Pathology. The risk and cost, as always, are that these individuals will either not be able to leave their geographic locations for the two year Master's program, or that they will leave to complete the coursework and clinic and then take positions in urban Idaho or out of state. While the Department has an excellent record for keeping graduates in state, the lure of urban living, coupled with economic limitations in rural settings, has resulted in a significant shortfall of qualified SLPs in the schools.

This program is designed to provide a mechanism for students in rural areas to complete their Master's coursework and clinical assignments with no relocation during the school year. The proposal also provides a method of training qualified Speech-Language Pathology Assistants through online coursework and field work. It is the philosophy of faculty at CSED that the most efficacious way to get individuals into rural settings is to "grow your own" from within the ranks of people who have a stake in the community. That is the driving force of this proposal.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request consists of recurring new appropriated funding for 2.0 FTE, as noted below.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **1.0 new faculty member in Speech-Language Pathology and 1.0 new clinical education coordinator.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
 - c. List any additional operating funds and capital items needed. **An additional annual budget for program operating expenses (@\$25,000) and library/IT support (@\$12,700) will be funded through proposed program fees (estimated @ \$37,700 annually).**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-general funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **This request if for ongoing appropriated funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Boise/Meridian

Agency No.: 513

Function No.: 1000

Activity No.:

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Original Submission X or

Revision No. ____

ISU Counseling PhD Boise					
A: Decision Unit No: 12.13	Title: Expansion			Priority Ranking 13 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.0
PERSONNEL COSTS:					
1. Salaries	70,000				70,000
2. Benefits	15,400				15,400
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	85,400				85,400
OPERATING EXPENDITURES by summary object:					
1. Materials and Supplies	10,000				10,000
TOTAL OPERATING EXPENDITURES:	10,000				10,000
CAPITAL OUTLAY by summary object:					
1. Startup funds (one-time)	100,000				100,000
TOTAL CAPITAL OUTLAY:	100,000				100,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	195,400				195,400

How connected to institution/agency and Board strategic plans:

Mental health issues are being recognized as an important factor in physical health, both from a disease perspective as well as from a wellness model. As the lead institution in health related concerns, this is a logical extension of already offered course work and degree. The expansion of an existing, high quality, fully accredited program to an area of the state in which this opportunity does not now exist seems to be a reasonable request for the continuation of ISU's role and mission in health related concerns and specifically mental health issues. This request is consistent with current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

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Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality/Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

This request is for the expansion of an existing program. Currently, the Department of Counseling offers a Ph.D. program in Counselor Education and Counseling on the Pocatello campus. We believe there is a strong need for this program to expand to the Treasure Valley because there are no doctoral programs in counselor education and counseling in this geographical area. We believe that ISU is in a unique position to begin to offer such a program.

The Department of Counseling conducted a needs assessment of all licensed counselors in Southwest Idaho and the results indicate a very strong need for a Ph.D. program in the Treasure Valley. Currently, there is no doctoral level program in counseling in this geographic area. ISU is in a unique position to begin to offer such a program. We currently have faculty located in Boise and we also have an active counseling clinic, both important components for a doctoral program. In addition, since we have a very successful program on the Pocatello campus, we already have curriculum in place, procedures for comprehensive exams, experience with internship, supervision, and dissertations. Our library has appropriate resources for doctoral study in counseling. Our programs are also accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). In summary, we already have in place the major components to offer a Ph.D. program in the Boise area.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request is for ongoing new appropriated funding for the Counseling faculty position listed below, in addition to ongoing funding for operating expenses. There is also a one-time capital outlay request for startup equipment, etc.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **1.0 FTE for a new senior faculty position in Boise.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
 - c. List any additional operating funds and capital items needed. **None.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **This request is for one-time startup funds in the amount of \$100, 000; the remaining amount of the budget request is for ongoing appropriated funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**

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5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the unfunded FY09 budget request.**

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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2010 Request

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Revision No.

Respiratory Therapy Clinical Coordinator/Instructor					
A: Decision Unit No: 12.14	Title:			Priority Ranking 14 of 16	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	55,000				55,000
2. Benefits	20,350				20,350
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	75,350				75,350*
OPERATING EXPENDITURES by summary object:					
1. Professional Development	2,500				2,500
2. Educational/Office Supplies	10,000				10,000
TOTAL OPERATING EXPENDITURES:	12,500				12,500*
CAPITAL OUTLAY by summary object:					
1. Computer/Printer (one-time)	2,500				2,500**
2. Office Furniture (one-time)	3,000				3,000***
TOTAL CAPITAL OUTLAY:	5,500				5,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	93,350				93,350
*ongoing					
**ongoing; 3-yr. cycle					
***one-time					

How connected to institution/agency and Board strategic plans:

According to the U.S. Department of Labor and other sources, Respiratory therapists, also known as respiratory care practitioners, evaluate, treat, and care for patients with breathing or other cardiopulmonary disorders. Practicing under the direction of a physician, respiratory therapists assume primary responsibility for all respiratory care therapeutic treatments and diagnostic procedures. Respiratory therapists consult with physicians and other health care staff to help develop and modify patient care plans. Respiratory therapists also are more likely to provide complex therapy requiring considerable independent judgment, such as caring for patients on life support in intensive-care units of hospitals.

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The U.S. Department of Labor statistics for 2007-2008 reveal that employment in the Respiratory Therapy field is expected to grow faster than average with job prospects being very good as paid positions replace unpaid volunteers. There is anticipated growth of 19 percent between 2006 and 2016 as per U.S. Department of Labor. Furthermore, the Department of Labor states that an increasing demand will come from substantial growth in the middle-aged and elderly population, a development that will heighten the incidence of cardiopulmonary disease. Growth in demand also will result from the expanding role of respiratory therapists in case management, disease prevention, emergency care, and the early detection of pulmonary disorders. The typical starting salary is between \$40,000 and \$56,000. The Respiratory Therapy training program addresses a critical industry need which will serve all communities and population of Idaho.

This request is consistent with current ISU and SBOE strategic plans as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

The addition of this position in the Respiratory Therapy Program will improve the quality and expand the scope of education offered by Idaho State University College of Technology Health Occupations department by allowing it to address a rapidly-developing, cutting edge field in the Health Professions. An associate degree in the Respiratory Therapy Program will enable people to acquire the specialized training they need to transition into the high-demand, high-salary field of Respiratory Therapist. This will, in turn, increase the number of postsecondary enrollments and address an increasing industry need.

Questions:

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

One FTE with supporting operating and capital expense is being requested to hire a Respiratory Therapy Clinical Coordinator/ Instructor to coordinate and teach in an established Respiratory Therapy Program. This 1 FTE will be required to have a bachelor degree along with the respective Respiratory Therapist certification.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Position title: Instructor; pay grade: not applicable; status: full-time; eligibility: fully benefited; date of hire: Fall 2009 (anticipated); terms of service: 9-month contract

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

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The existing chairperson and administrative assistant for the Health Occupations department will provide supervision and management and clerical and other support services, respectively, for this new program. This will increase the workload of these human resources.

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

Operating funds: educational/office supplies and professional development for approx. \$12,500 Capital items: computer/printer and office furniture for approx. \$5,500

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

See above

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

This request serves the citizens of the state of Idaho and other consumers of professional-health education and health care services, as well as the health care industry. If this request is not funded, these constituents are impacted. The state of Idaho will have failed to provide the opportunity for individuals to train, and the opportunity for industry to hire individuals trained, in a rapidly-developing, high-demand, high-salary field in health care.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This was not listed in the FY 2009 line item request.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: Pocatello Campus

Agency No.: 513

Function No.: 1000

Activity No.:

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A: Decision Unit No: 12.15		Title: Paramedic Instructor/Human Simulation Lab Coordinator			Priority Ranking 15 of 16
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	50,000				50,000
2. Benefits	18,500				18,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	68,500				68,500*
OPERATING EXPENDITURES by summary object:					
1. Professional Development	2,500				2,500
2. Educational/Office Supplies	10,000				10,000
TOTAL OPERATING EXPENDITURES:	12,500				12,500*
CAPITAL OUTLAY by summary object:					
1. Computer/Printer (one-time)	2,500				2,500**
2. Office Furniture (one-time)	3,000				3,000***
TOTAL CAPITAL OUTLAY:	5,500				5,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	86,500				86,500
*ongoing					
**ongoing; 3-yr. cycle					
***one-time					

How connected to institution/agency and Board strategic plans:

People's lives often depend on the quick reaction and competent care of emergency medical technicians (EMTs) and paramedics. Incidents as varied as automobile accidents, heart attacks, slips and falls, childbirth, and gunshot wounds all require immediate medical attention. EMTs and paramedics provide this vital service as they care for and transport the sick or injured to a medical facility. Paramedics assess the nature of the patient's condition while trying to determine whether the patient has any pre-existing medical conditions. Following medical protocols and guidelines, they provide appropriate emergency care and, when necessary, transport the patient. Some paramedics are trained to treat patients with minor injuries on the

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scene of an accident or they may treat them at their home without transporting them to a medical facility. Emergency treatment is carried out under the medical direction of physicians.

The Human Simulation Laboratory promotes excellence in clinical care, teaching, and research through the use of human simulation resources. Human Simulation for medical education, team training, patient safety and improvement in health care is considered by experts in the field, such as; Virginia Commonwealth University, Duke University, and the University of Texas, to be the new “standard” to be utilized in the health care arena of training and patient safety. As per the Virginia Commonwealth University, simulation offers opportunities for teaching new skills as well as supporting improved methods for documenting and demonstrating competence of health care providers in a varied array of occupations. Human Simulation offers opportunities for teaching new skills as well as supporting improved methods for documenting and demonstrating competence.

This request is consistent with the current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

The addition of this unique position in the Paramedic Science A.S. Program and the Human Simulation Laboratory will improve the quality and expand the scope of education offered by Idaho State University College of Technology Health Occupations department by allowing it to address a rapidly-developing, cutting edge field in the Health Professions. A certificate in EMT-B or an associate degree in Paramedic training program will enable people to acquire the specialized training they need to transition into the high-demand, high-salary field of Paramedic Science. This will, in turn, increase the number of postsecondary enrollments and address an increasing industry need.

The Human Simulation Laboratory addresses the need for critical life-saving and life preserving training in a real life situation without the human patient component. Human Simulation training is at the forefront in clinician training of which Idaho State University is currently on the cutting edge for offering this type of training in Idaho. Last year the Human Simulation Laboratory served and provided training to small acute care and large acute care facilities from North Idaho to Southeastern Idaho. The Human Simulation Laboratory also provided workshops to employees at the Idaho National Laboratory.

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Questions:

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

One FTE with supporting operating and capital expense is being requested to hire a Paramedic Instructor/Human Simulation Laboratory Coordinator to coordinate and teach in an established Paramedic Science and Human Simulation Laboratory. This 1 FTE will be required to have an associate degree or bachelor degree along with the respective Paramedic certification.

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.

Position title: Instructor; pay grade: not applicable; status: full-time; eligibility: fully benefited; date of hire: Fall 2009 (anticipated); terms of service: 9-month contract

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

The existing chairperson and administrative assistant for the Health Occupations department will provide supervision and management and clerical and other support services, respectively, for this new program. This will increase the workload of these human resources.

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

Operating funds: educational/office supplies and professional development for approx. \$12,500 Capital items: computer/printer and office furniture for approx. \$5,500

2. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

See above

3. 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?

This request serves the citizens of the state of Idaho and other consumers of professional-health education and health care services, as well as the health care industry. If this request is not funded, these constituents are impacted. The state of Idaho will have failed to provide the opportunity for individuals to train, and the opportunity for industry to hire individuals trained, in a rapidly-developing, high-demand, high-salary field in health care.

4. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This was not listed in the FY 2009 line item request.

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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY:

Agency No.: 513

Function No.: 1000

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Veterans Administration					
A: Decision Unit No: 12.16	Title: Biomedical Research Collaborative		Priority Ranking 16 of 16		
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.5				3.5
PERSONNEL COSTS:					
1. Salaries	300,000				300,000
2. Benefits	120,000				120,000
3. Group Position Funding (GAs)	120,000				120,000
TOTAL PERSONNEL COSTS:	540,000				540,000
OPERATING EXPENDITURES by summary object:					
1. Travel	3,000				3,000
2. Materials and Supplies	25,000				25,000
TOTAL OPERATING EXPENDITURES:	28,000				28,000
CAPITAL OUTLAY by summary object:					
1. Start-up equipment (one-time)	275,000				275,000
TOTAL CAPITAL OUTLAY:	275,000				275,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	843,000				843,000

How connected to institution/agency and Board strategic plans:

Idaho State University has begun developing the framework for a largescale biomedical research enterprise by exploiting the synergistic interactions among the existing scholarly resources within the ISU campus as well as drawing upon the State's biomedical and biotechnology industry and other segments of interdisciplinary biomedical research within the State of Idaho, most particularly infectious disease research at the Veterans Affairs Medical Center in Boise. Thus, in order to most effectively leverage biomedical expertise at institutions across Idaho, we seek to strengthen ISU's position as the lead institution in Idaho for biomedical research, in collaboration with the VA, the University of Idaho and Boise State University. Research and teaching efforts centered on the VA Biomedical Collaborative further the following strategic goals, as articulated in the current ISU and SBOE strategic plans:

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Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: Access and Efficiency)

Description:

This line item request will provide financial resources to fund two faculty positions, a post-doctoral fellowship position, and a portion of a grant writer, as well as graduate assistantships, to support the SBOE strategic plan to enhance biomedical research across the State of Idaho. As described in other institutional requests, the goal of this plan is to increase biomedical research and graduate education in biomedical fields in Idaho and to establish a critical mass of innovative, productive biomedical investigators at the Veterans Affairs Medical Center in Boise. This is a collaborative effort with Veterans Affairs, UI, and BSU.

Questions:

6. 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? **As noted above, funding for 3.5 fte, as well as funding for graduate assistantships.**
7. 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. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
 - c. List any additional operating funds and capital items needed. **NA.**
8. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **This request is for ongoing and one-time appropriated funding, as articulated above.**
9. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
10. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing and one-time appropriated funding.**

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AGENCY: University of Idaho

Agency No.: 514

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A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff		Priority Ranking 1 of 10	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	4,150,000				4,150,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	4,150,000				4,150,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	4,150,000				4,150,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

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Description:

The University of Idaho is requesting a CEC increase for FY 2010 in the amount of 4%. According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. This was requested for FY 2009.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

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A: Decision Unit No: 12.02		Title: Occupancy Costs			Priority Ranking 2 of 10
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	6.05				6.05
PERSONNEL COSTS:					
1. Salaries	107,560				107,560
2. Benefits	77,340				77,340
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	184,900				184,900
OPERATING EXPENDITURES by summary object:					
1. Supplies	15,800				15,800
2. Maintenance Costs	521,500				521,500
3. Services					
4. Other					
TOTAL OPERATING EXPENDITURES:	537,300				537,300
CAPITAL OUTLAY by summary object:					
1. Capital Equipment					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	722,200				722,200

How connected to institution/agency and Board strategic plans:

Description: Request for occupancy costs for general education buildings

Questions:

1. What is being requested and why? Occupancy costs. What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?

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- a.** List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. See attached.
- b.** Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

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A: Decision Unit No: 12.03		Title: Maintenance/Infrastructure			Priority Ranking 3 of 10
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	16.00				16.00
PERSONNEL COSTS:					
1. Salaries	562,100				562,100
2. Benefits	265,700				265,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	827,800				827,800
OPERATING EXPENDITURES by summary object:					
1. Supplies	170,000				170,000
2. Maintenance Costs					
3. Services					
4. Other	830,000				830,000
TOTAL OPERATING EXPENDITURES:	1,000,000				1,000,000
CAPITAL OUTLAY by summary object:					
1. Capital Equipment	2,191,700				2,191,700
TOTAL CAPITAL OUTLAY:	2,191,700				2,191,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	4,019,500				4,019,500

How connected to institution/agency and Board strategic plans:

Maintaining the physical infrastructure is one key to achieving all facets of the University of Idaho's strategic plan by allowing for a welcoming physical environment from which the work done to advance the goals may be completed. The four goals of the 2006 – 2010 strategic plan are:

- Teaching and Learning
- Scholarly and Creative Activity
- Outreach and Engagement
- Organizational, Culture, and Climate

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Ongoing maintenance and repair of the physical infrastructure will protect the state's previous investment as well as will benefit the students, employees, and public who utilize these assets.

Description: The University of Idaho is requesting additional funding in FY 2010 for facilities maintenance and repairs to assist in addressing the degradation of the physical infrastructure. The adequate maintenance and repair of the physical infrastructure is a critical component in providing support for the instructional, research and outreach missions of the University. Deferred maintenance needs at the University of Idaho exceed \$200,000,000. The University administration has a plan to fund some of the deferred maintenance through the issuance of bonds. However, deferred maintenance needs will continue to grow if funds are not forthcoming to address the ongoing maintenance and repair of our physical infrastructure.

Key to the mission of any higher education institution is the adequate maintenance and repair of its physical infrastructure - the buildings and utility systems that support the day-to-day research and instructional activities. The Association of Higher Education Facilities Officers, APPA, is recognized as the industry leader through which facility officers share best practices and train and develop leaders. APPA recognizes several key financial benchmarks which speak to the adequacy of maintenance funding. These key benchmarks are summarized below:

- Routine maintenance: Funding is targeted to support preventive and routine maintenance needs. Best practice funding rate is 1.5% of the current replacement value (CRV) of the physical plant.
- Capital repairs and renewal: Funding is targeted to support the major repairs of system components, and the eventual replacement of aging facility components. Best practice funding rate ranges from 1.5% to 3.0% of the CRV.
- Facility Condition Index: compares backlogged maintenance & repair needs to CRV. Best practice suggests a ratio of under 1.0%.

Questions:

1. What is being requested and why? **See description above.** What is the agency staffing level for this activity and how much funding by source is in the base? **See description above.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See attachment**

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

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.04		Title: Center for Advanced Energy Studies (CAES)			Priority Ranking 4 of 10
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8.36				8.36
PERSONNEL COSTS:					
1. Salaries	517,713.50				517,713.50
2. Benefits	194,395.00				194,395.00
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	712,108.50				712,108.50
OPERATING EXPENDITURES by summary object:					
1. Supplies	30,000.00				30,000.00
2. Maintenance Costs					
3. Services					
4. Other	73,510.00				73,510.00
TOTAL OPERATING EXPENDITURES:	103,510.00				103,510.00
CAPITAL OUTLAY by summary object:					
1. Capital Equipment	204,500.00				204,500.00
TOTAL CAPITAL OUTLAY:	204,500.00				204,500.00
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,020,118.50				1,020,118.50

How connected to institution/agency and Board strategic plans:

This request support the goals outlined in the University of Idaho - Idaho Falls (UIIF) strategic plan in the areas of "Clean Energy" and "Water and Energy" are linked to the Universities Strategic Goals 2 and 3. Specifically: Goal 2 – Scholarly and Creative Activity (UIIF – "Deliver strategically-focused integrated Energy, and Homeland Security research programs") and Goal 3 – Outreach and Engagement (UIIF – "Build stronger partnerships with INL and other state universities") This also support the SBOE goal #1.7 – support and enhance the state's infrastructure and capacity for advanced energy studies through collaborative efforts between our three public universities and the Idaho National Laboratory at the Center for Advanced Energy Studies.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The University of Idaho is committed to increasing the level of federally and industrially funded energy research occurring in Idaho. To date, significant federal funding has and continues to be invested into CAES by the INL and the US Dept. of Energy including funding over 50% of the CAES research building. Fully realizing the long term research and education benefits of CAES requires the commitment of new university/state resources.

Recurring funding is requested to build the research, policy, and educational capabilities of the Center for Advanced Energy Studies (CAES). Specifically eight (8) research active faculty members, two (2) senior technician positions, a full time Associate Director with a faculty appointment, and Administrative Support will be recruited and hired over a period of three years with the balance of the requested recurring funding being used for faculty start-up packages (primarily research equipment), and desk-top computer infrastructure. The costs presented are based on FY2008 estimates and have not been escalated for future years.

Specifically the faculty members will support the energy research mission of CAES and will include

- a) Three (3) nuclear scientists/engineers (hired by the College of Engineering in FY2008),
- b) Energy Geoscientist (College of Science; recruited and hired in FY 2010),
- c) Biofuels/Bioenergy Scientist or Engineer (College of Agriculture and Life Sciences; recruited and hired in FY2009),
- d) Natural Resource/Water-Energy Scientist or Policy Expert (College of Natural Resources; recruited and hired in FY2009)
- e) Energy Law Professor (College of Law; recruited and hired in FY 2010), and
- f) Carbon Management Scientist (College of Science, College of Natural Resources, or College of Agriculture and Life Sciences; recruited and hired in FY 2010)

The faculty members will be hired by their respective colleges on academic year appointments, support for 6 month per year on this request, and spend at least part of the year in the new 55,000sq. ft. CAES research building located in Idaho Falls (expected completion summer of 2008). These hires will also be supported through CAES joint appointments with the Idaho National Laboratory (INL) for the remainder (3 months) of their academic appoints and on grants and contracts for the summers. In addition to above the faculty members, two technicians (supported half time by this request and half time by grants and contracts), a full time administrative support person (hired in FY2010), and a full time CAES associate director (hired in FY 2011 to replace the part-time director currently funded by the Idaho National Laboratory) will also be hired. Funds are also requested to support the research start up needs of the new faculty members, specifically:

- a) Faculty start up packages (primarily research equipment)
- b) Equipment maintenance agreements and repairs (ongoing)
- c) Desk top computers and renewals (for both faculty and graduate students; ongoing)

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why? **See description above.** What is the agency staffing level for this activity and how much funding by source is in the base? **See description above.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See attachment**

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

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.05	Title: Environmental Safety Support			Priority Ranking 5 of 10	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.00
PERSONNEL COSTS:					
1. Salaries	65,020				65,020
2. Benefits	32,680				32,680
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	97,700				97,700
OPERATING EXPENDITURES by summary object:					
1. Support Materials & Maintenance	11,000				11,000
2. Training Service & Materials	52,000				52,000
3. Hazardous & Radioactive Material Disposal	34,000				34,000
TOTAL OPERATING EXPENDITURES:	97,000				97,000
CAPITAL OUTLAY by summary object:					
1. Lead Paint Analyzer	20,000				20,000
2. Self-Contained Breathing Apparatus	19,000				19,000
3. Vehicle	25,000				25,000
TOTAL CAPITAL OUTLAY:	64,000				64,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	258,700				258,700

How connected to institution/agency and Board strategic plans:

Board Goal I, 7: Support and enhance the state's infrastructure and capacity for advanced energy studies through collaborative efforts between our three public universities and the INL at CAES.

Board Goal I, 8: Foster an academic environment that encourages and enables cooperative (public/private partnerships) efforts to engage in relevant research.

UI Goal 2, A 6: Establish, renew, remodel, and reallocate facilities that encourage collaborative interdisciplinary inquiry and provide access to information resources and innovative technologies.

UI Goal 2, B 4: Allocate physical and financial resources for operation, maintenance, safety, and security of technical infrastructure facilities.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UI Goal 4, A 2: Ensure that the University is a safe work and educational environment for its employees and students through proper training and monitoring.

This request will provide the needed increases to safety support services in support of the research mission at UI. Currently, UI does not have a full time Lab Safety Technician. This position along with needed support materials will insure safety of lab spaces at all UI locations. UI's capabilities in the hazardous and radioactive materials training, monitoring, clean-up and support are stretched to the limit. Hazardous materials usage and the requisite need to safely remove, store, and dispose of these can no longer meet the demands advanced research methods require. Training and other support supplies are also needed to efficiently and effectively educate those engaged in research. Our capabilities to detect and address the many hazardous materials are limited by equipment obsolescence and lack of operating expenditure support. These needs are critical to protecting research, students, staff, and faculty in support of the above state goal areas.

Performance Measures: Reduction in DEQ and DBS violations involving hazardous materials. Maintenance of Nuclear Regulatory Commission (NRC) license for radioactive materials use. Reduction and severity of injuries involving labs, hazardous or radioactive materials. Time to analyze and correct lead, asbestos, and mold issues associated with University facilities.

Description:

UI is a Research Extensive university and is part of Idaho's infrastructure and capacity for advanced energy studies. The ability to provide adequate safety support services, training, monitoring, and enforcement is critical to UI's research success. This request will add two positions to UI's Environmental Health and Safety office in support of academic, research, and facility maintenance needs. The needed training support program service and materials will improve availability and timeliness of training provided to UI's staff and faculty while minimizing risk and costs. The critical need to safely remove, store, and dispose of hazardous and radioactive wastes is also addressed in this request. Disposal costs continue to rise along with the amount and number of hazardous substances used on the various UI locations. Additional maintenance and provision of monitoring supplies and equipment is also required for the proper functioning and response to hazardous material clean-up and disposal.

This request will specifically provide for:

- Full-time Lab Safety Technician, salary \$32,510, benefits \$16,340, training & support \$3,000 annually.
- Full-time Hazardous Waste Technician, salary \$32,510, benefits \$16,340, training & support \$3,000 annually.
- On-line safety training service \$42,000 annually.
- Emergency spill response equipment maintenance and certifications \$5,000 annually.
- Mold, lead, & asbestos abatement training & certifications \$10,000 annually.
- Hazardous & radioactive waste disposal \$34,000 annually.
- Lead Paint Analyzer \$20,000 one time.
- Vehicle to pick-up wastes for storage and disposal \$25,000 one time.
- Self-Contained Breather Apparatus \$19,000 one time.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho
FUNCTION: General Education
ACTIVITY:

Agency No.: 514
 Function No.: 01
 Activity No.:

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A: Decision Unit No: 12.06		Title: Environmental Safety Support		Priority Ranking 6 of 10	
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. Security Audit	40,000				40,000
2. Emergency & Security Response/Critical Incident Training	5,000				5,000
3. Multi-Modal Emergency Notification Service	60,000				60,000
4. Security Services	20,000				20,000
TOTAL OPERATING EXPENDITURES:	125,000				125,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	125,000				125,000

How connected to institution/agency and Board strategic plans:

Board Goal I, 1: Continue developing a career continuum and compensation system for all teachers, faculty, and staff that rewards knowledge, skills and productivity; and promotes recruiting, hiring, and retention.

UI Goal 2, B 4: Allocate physical and financial resources for operation, maintenance, safety, and security of technical infrastructure facilities.

UI Goal 4, A 2: Ensure that the University is a safe work and educational environment for its employees and students through proper training and monitoring.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UI Goal 4, A 3: Recruit and retain a diverse body of students, staff, and faculty to enrich the quality of the University's activities.

This request will provide for a comprehensive security audit, staff training, notification capabilities, and support materials to improve security and emergency response process, procedures, and systems to insure that all UI constituencies enjoy a safe and welcoming environment critical to the attraction and retention of high quality students, staff, and faculty.

Performance Measures: Reduction in number of crimes committed on campus. Communication with a significant proportion of students, faculty, and staff within 5 minutes once a triggering event is identified. Recruitment and retention of students. Recruitment and retention of high quality faculty and staff.

Description:

A safe, secure, and welcoming environment is critical to UI's success in attracting and retaining high quality students, faculty, and staff. Additionally, regionally and nationally critical research involving toxic and hazardous materials is regularly conducted at UI facilities. National and local events over the last few years has also led to an increase focus on security, violent crimes, terrorist activities, and critical incident response capabilities of colleges and universities. UI's land grant mission leaves it especially vulnerable with its many campus locations and sensitive research operations. This request will provide a detailed and independent security audit of all UI facilities with recommendations for improvement of security and response systems. These recommendations will then be addressed in priority order with the requested security services funding. Training is also a critical element to security and emergency events. Currently, UI has no permanent source of funding to train and conduct response exercises on a regular basis. This is critical to provision of swift and competent response during an emergency situation. The emergency notification service will provide capacity to communicate via email, cell phone, text messaging, land line, etc. This service will provide the ability to notify a critical mass of UI's constituencies within about 5 minutes.

This request will specifically provide for:

- Independent Security Audit, \$40,000 one time.
- Emergency and security training of UI personnel, \$5,000 annually.
- Multi-modal emergency notification service, \$60,000 annually.

Security Services support operating expenses, \$20,000 annually.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

Activity No.:

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A: Decision Unit No: 12.07		Title: Graduate Assistantships			Priority Ranking 7 of 10
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	1,300,000				1,300,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	1,300,000				1,300,000
OPERATING EXPENDITURES by summary object:					
1. Supplies					
2. Maintenance Costs					
3. Services					
4. Other					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Capital Equipment					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,300,000				1,300,000

How connected to institution/agency and Board strategic plans:

This request specifically addresses the *Organization, Culture, and Climate Goal* and the *Teaching and Learning Goal* of the University of Idaho's strategic plan by enabling the University to attract competent and qualified graduate students to the University of Idaho.

SBOE: Goal 1, objective 1

Description: Supplements for up to 300 teaching assistantships are needed to enhance stipends. UI ranks 30th among 30 peer public universities. UI's low stipends make it difficult to recruit competitive graduate students in almost every discipline. With the enhancement, we would recruit more competitively and enroll more of the students we accept, enhancing the quality of our graduate student population. This would directly benefit both undergraduate students and the faculty being assisted.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why? Request is to fund graduate stipends at a more competitive rate in order to attract graduate students to UI. What is the agency staffing level for this activity and how much funding by source is in the base? The number and amount varies.
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. These positions vary with each academic year.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

Activity No.:

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.08		Title: Finance & Administration Support		Priority Ranking 8 of 9	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				3.00
PERSONNEL COSTS:					
1. Salaries	147,000				147,000
2. Benefits	59,500				59,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	206,500				206,500
OPERATING EXPENDITURES by summary object:					
1. Supplies					
2. Maintenance Costs					
3. Services					
4. Other					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Capital Equipment					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	206,500				206,500

How connected to institution/agency and Board strategic plans:

University: Goal 4, Organization, Culture, and Climate; Strategy 9 – Strengthen financial and administrative operations

SBOE: Goal 1, Objective 1

Description: Three positions are needed in the division of finance and administration to manage the increasing compliance and audit requirements in accounting and human resources.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why? *Three positions are requested – two in finance and one in human resources to help manage the increased workload in these two areas. Workload has increased substantially due to the internal control documentation requirements of the Statements on Auditing Standards 104-111 effective as of June 30, 2008. What is the agency staffing level for this activity and how much funding by source is in the base? There are four positions presently in the accounting area with a budget of \$146,000 and eight positions in human resources with a budget of \$269,000.*

2. What resources are necessary to implement this request?

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

<i>Reconciliation accountant</i>	<i>NFE</i>	<i>FT</i>	<i>Benefit eligible</i>

<i>Internal control specialist</i>	<i>NFE</i>	<i>FT</i>	<i>Benefit eligible</i>

<i>Human Resource Management assistant</i>	<i>NFE</i>	<i>FT</i>	<i>Benefit eligible</i>

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. There are no existing resources available.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.: 01

Activity No.:

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A: Decision Unit No: 12.09		Title: Research Compliance Officer		Priority Ranking 9 of 9	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS:					
1. Salaries	85,000				85,000
2. Benefits	28,250				28,250
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	113,250				113,250
OPERATING EXPENDITURES by summary object:					
1. Supplies	10,000				10,000
2. Maintenance Costs					
3. Services					
4. Other					
TOTAL OPERATING EXPENDITURES:	10,000				10,000
CAPITAL OUTLAY by summary object:					
1. Capital Equipment					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	123,250				123,250

How connected to institution/agency and Board strategic plans:

University: Organization, Culture, and Climate Goal – Strengthen financial and administrative operations

Board: Goal 1 – Quality, Goal 3 - Efficiency

Description: In FY 2007, in response to an audit finding, the board required UI to hire a compliance officer to independently monitor and assess the compliance requirements of our grants and contracts. The position has been funded with temporary funds. This request will provide permanent funding for the position.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why? Funds for a compliance officer position and operating funds. What is the agency staffing level for this activity and how much funding by source is in the base? 1.0 FTE with no funding in the base.
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
1.0 Compliance Officer NFE FT Benefit eligible
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. None.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.: 514

Function No.:

Activity No.:

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Original Submission X or

Revision No.

A: Decision Unit No: 12.10		Title: Biomedical Research			Priority Ranking 10 of 10
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.30				2.30
PERSONNEL COSTS:					
1. Salaries	205,000				205,000
2. Benefits	72,000				72,000
3. Group Position Funding	120,000				120,000
TOTAL PERSONNEL COSTS:	397,000				397,000
OPERATING EXPENDITURES by summary object:					
1. Travel	3,000				3,000
2. Supplies	20,000				20,000
TOTAL OPERATING EXPENDITURES:	23,000				23,000
CAPITAL OUTLAY by summary object:					
1. Startup/lab equipment (one-time)	250,000				250,000
TOTAL CAPITAL OUTLAY:	250,000				250,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	670,000				670,000

How connected to institution/agency and Board strategic plans:

UI Goals – Scholarly and Creative Activity, and Outreach and Engagement

SBOE Goal – Goal 1, Quality; Objective 4 Enhance the State's infrastructure and capacity for biomedical research through collaborative efforts between our three public universities and the Veterans Affairs Medical Center (VAMC) Biomedical Research Expansion Initiative.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

This request is for two faculty positions, startup funds, graduate stipends, and a portion of a grant writer to support the SBOE strategic plan to enhance biomedical research in Idaho. The goal of this plan is to increase graduate education in biomedical fields in Idaho and to establish a critical mass of innovative, productive biomedical investigators at the Veterans Affairs Medical Center in Boise. This is a collaborative effort with Veteran's Affairs, ISU, and BSU.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **As noted above.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **As noted above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **NA**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **As noted above.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Lewis-Clark State College

FUNCTION: Occupancy

ACTIVITY:

Agency No.: 511

Function No.:

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: Occupancy			Priority Ranking 1 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.31				2.31
PERSONNEL COSTS:					
1. Salaries and benefits	70,600				70,600
2.					
3.					
TOTAL PERSONNEL COSTS:	70,600				70,600
OPERATING EXPENDITURES by summary object:					
1. Custodial Supplies	6,000				6,000
2. Utilities	105,000				105,000
3. Maintenance	240,000				240,000
4. Other (Security, landscape, Insurance)	59,000				59,000
TOTAL OPERATING EXPENDITURES:	480,600				480,600
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	480,600				480,600

In order to maintain non-auxiliary space, this request is to cover utility costs, custodial costs and general maintenance costs for Nursing & Health Science Facility. These funds are needed to ensure state facilities are properly maintained.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **The request is for funding to operate & maintain State facilities.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **2.31 FTE Custodial Staff**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None**
 - c. List any additional operating funds and capital items needed. **None**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **The request is for ongoing funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **Funding will allow the University to operate & maintain the facilities for the instructional purpose they were intended for. Lack of funding would potentially necessitate an increase in student tuition costs.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request.**

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Lewis-Clark State College

Agency No.: 511

FY 2010 Request

FUNCTION:

Function No.:

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ACTIVITY: Teacher Education-PACE

Activity No.:

Original Submission X or

Revision No. ____

Teacher Education – PACE (Pathways to Alternative Certification and Endorsement Programs)					
A: Decision Unit No: 12.02	Title:			Priority Ranking 2 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
3.0 full-time positions	3				3
PERSONNEL COSTS:					
1. Salaries	\$164,200				\$164,200
2. Fringe	30,800				30,800
3. Medical	26,100				26,100
TOTAL PERSONNEL COSTS:	\$221,100				\$221,100
OPERATING EXPENDITURES by summary object:					
1. Orientation/training expenses	\$ 6,000				\$6,000
2. Instructional materials	\$ 8,000				\$8,000
3. Supplies	\$ 8,500				\$8,500
4. Entrance interview costs	\$ 5,000				\$5,000
TOTAL OPERATING EXPENDITURES:	\$ 27,500				\$27,500
CAPITAL OUTLAY by summary object:					
Equipment (Computers, desks, etc.)	\$ 34,000				\$34,000
TOTAL CAPITAL OUTLAY:	\$ 34,000				\$34,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$282,600				\$282,600

How connected to institution/agency and Board strategic plans:

Goal 1.3

Description:

Goal 1.3, as stated in the Idaho State Board of Education's Strategic Plan for 2009-2013, "to increase the availability of highly qualified teachers, especially in high need areas." In accordance with its role and mission statement approved by the State Board of Education, LCSC's primary emphasis areas are business, criminal justice, nursing, social work, **teacher preparation**, and professional-technical education.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

The State Board directs LCSC to maintain basic strengths in the liberal arts and sciences, which provide the core (general education) portion of the curriculum.

Other assigned emphasis areas are ***the provision of select programs offered on and off campus, at non-traditional times, using non-traditional means of delivery, to serve a diverse student body.***

The Pathways to Alternate Certification and Endorsement (PACE) Programs address all three goals by allowing individuals that are place-bound in rural and remote areas throughout Idaho to earn teacher certification through distance learning technologies.

Questions:

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

Funding is requested to support personnel, OE and CO needs for expanding the Elementary and Secondary PACE programs. These are nationally recognized, unique, alternative certification programs that meet the needs of individuals and school districts throughout the state, particularly as districts struggle to meet the requirements for highly qualified teachers as specified in the No Child Left Behind legislation.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. See attached additional details
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. None
 - c. List any additional operating funds and capital items needed. See attached additional details
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

The PACE Programs currently serve 157 candidates, 82 elementary and 75 secondary, in rural and remote districts throughout the state. If this request is not funded, we will not be able to expand the programs and limit access to this rapidly growing program.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. N/A

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Lewis-Clark State College

Additional Supporting Detail:

Teacher Education – PACE (Pathways to Alternative Certification and Endorsement Programs)

Personnel:

Full-time positions:

- 2 faculty positions (9 months)
- 1 instructional technology technician (12 months)

Other:

- Intern supervisor (part-time)
- Summer adjunct for elementary program (25 credits)
- Guaranteed per credit (\$1009) for on-line secondary summer courses

Documentation of need for faculty positions:

Courses Taught by Adjunct - Spring 2008/Fall 2008

Education	Credits	Reading	Credits	Special Education	Credits
ED 310.P60/2x	6	RE217.P60	3	SE 332.P60	3
ED 327.P60/2x	6	RE301.P60	3	SE 333.01/P60	6
ED 329.P60/2x	2	RE 303.P60	3	SE 407.01/2x	4
ED 435.P60	3	RE335.60	2	SE 407.P60/2x	4
ED 454.P60/2x	6	RE422.60/2x	6	SE 428.01/2x	2
ED 456:SS.01/P60	4	RE422.P60/2x	6	SE431.01/2x	2
ED 456: ENG/P60	2			SE 477.01/P60	4
Total credits	29		23		25

As our current PACE programs grow, we must offer on-line versions of classes on a more regular basis and because we do not have enough faculty to offer all the sections required, we rely on adjuncts to make up the difference. In our opinion we currently rely too heavily on adjuncts (see above chart) and, furthermore, it is becoming increasingly difficult to recruit adjuncts at the current rate of compensation.

PACE is a high-tech program that uses distance learning technologies to deliver instruction, so a computer technician to support students as they progress through the program is needed. This person will provide on-going support to PACE students for the efficient operation and use of computerized client information systems and resources, troubleshoot when systems are not working, tutor candidates in use of new instructional software, and instruct faculty on the use of new distance education products

Some adjunct faculty will continue to be needed to teach methods-specific coursework in the summer elementary program and serve as intern supervisors for secondary candidates so that full-time faculty are free to teach courses required for certification.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Salaries:

Full- time Positions	Salary	Fringe	Benefits
Assistant Professor #1	\$44,000	\$9,300 (@ 21.12%)	\$8,700
Assistant Professor #2	\$44,000	\$9,300 (@ 21.12%)	\$8,700
PACE technology assistant	\$32,000	\$7,000 (@ 21.90)	\$8,700
Total	\$ 120,000	\$ 25,600	\$ 26,100

Other Personnel	Salary	Fringe	Benefits
Intern supervisor	\$ 9,000	\$ 800 (@9.18%)	NA
Summer adjunct - 25 credits @ \$1009	\$25,200	\$ 2,300 (@9.18%)	NA
Guaranteed per credit (\$1009) for on-line summer secondary courses	\$10,000 (top-off for 20 credits after per student rate from Community Programs)	\$ 2,100 (@21.12%)	NA
Total	\$ 44,200	\$ 5,200	

Capital Outlay:

2 desks	\$ 1,000
2 fully-equipped computers w/monitors, cameras, software, etc.	\$ 8,000
Funds for on-going technology needs, i.e computers for summer instructional labs/ software updates, etc.	\$ 25,000

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Lewis-Clark State College

Agency No.: 511

FY 2010 Request

FUNCTION:

Function No.:

Page ____ of ____ Pages

ACTIVITY: **Biology Faculty**

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.03		Title: Biology Faculty			Priority Ranking 3 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2				2
PERSONNEL COSTS:					
1. Salaries	\$93,000				\$93,000
2. Benefits	\$37,100				\$37,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$130,200				\$130,200
OPERATING EXPENDITURES by summary object:					
1. Supplies	\$5,000				\$5,000
TOTAL OPERATING EXPENDITURES:	\$5,000				\$5,000
CAPITAL OUTLAY by summary object:					
1. Computers; office setup	\$10,000				\$10,000
TOTAL CAPITAL OUTLAY:	\$10,000				\$10,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$145,200				\$145,200

Questions:

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

This proposal requests two new positions in Biology for the Division of Natural Sciences at Lewis-Clark State College.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Assistant Professor of Biology: \$45,000 + health insurance & fringe; full time; 9 months tenure track; eligible for benefits; anticipated hire August 2009; teach 24 credit hours per year of critical pre-nursing biology and chemistry courses, advising, scholarship & service; other duties as assigned by the Division Chair.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Associate Professor of Biology: \$48,000 + health insurance & fringe; full time; 9 months tenure track; eligible for benefits; anticipated hire August 2009; teach 24 credit hours per year of critical pre-nursing biology and chemistry courses, advising, scholarship & service; other duties as assigned by the Division Chair.

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
- c. List any additional operating funds and capital items needed.

Requested capital outlay and operating expenses include essential computing resources and setup of offices.

- 3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

Funding these two positions would allow us to increase the number of pre-Nursing and other allied health students served by our courses by 75 students.

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

This proposal serves the pre-Nursing, pre-Radiographic Technician and pre-Dental Hygiene programs at Lewis-Clark State College. These programs are currently experiencing rapid growth with the infusion of new resources and the new Nursing & Health Science facility. These positions will allow us to accommodate the increased enrollments in these programs by offering needed capacity in critical allied health courses including: Anatomy (BIOL 252), Physiology (BIOL 253), Microbiology (BIOL 250), General/Organic/Biochemistry for Health Sciences (CHEM 105), Nursing Genetics (ID 307) and Pathophysiology (BIOL 312).

The Assistant Professor of Biology position represents much needed new capacity for programs both in the Health Sciences and in Natural Science.

The Associate Professor of Biology has been funded on the NIH-INBRE grant for the past four years and the incumbent faculty member currently delivers key pre-nursing courses as well as online General Education Core laboratory science which serves rural students located at distant sites. This grant funding expires in April 30, 2009 and retention of this position is necessary.

- 5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. N/A

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: College and Universities

Agency No.: 510

FY 2010 Request

FUNCTION: System-wide Needs

Function No.: 01

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

HERC-Increase to Infrastructure					
A: Decision Unit No:	Title: Funds		Priority Ranking 1 of 1		
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	500,000				500,000
LUMP SUM:					
GRAND TOTAL					

How connected to institution/agency and Board strategic plans:

Goal I.8. Foster an academic environment that encourages and enables cooperative (public/private partnerships) efforts to engage in relevant research.

The additional funding to the Higher Education Research Council's base will increase the amount distributed to the four-year institutions through HERC's Infrastructure program. This program allows institutions to enhance their research infrastructure such as basic facilities, equipment, and services needed to support research and scholarly activities funded by external sources.

Performance Measure:

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Enhanced research infrastructure and competitiveness at Idaho's public postsecondary institutions.

Benchmark:

Research infrastructure funding per faculty FTE is equivalent to peer institutions.

Description:

Each year the Higher Education Research Council (HERC) designates \$500,000 to their Infrastructure program and is distributed among Idaho's four-year public institutions based on a percentage formula. An increase to HERC's funding will add to the amount available in the Infrastructure program for institutions to support their research infrastructure which will enhance research competitiveness and pay for more equipment, library books, periodicals, graduate research assistantships, and staff support. The HERC programs are administered by the Board of Education's Academic Program Specialist and would not incur additional time or resources to implement this request.

Questions:

5. 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?
6. What resources are necessary to implement this request?
 - d. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - e. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - f. List any additional operating funds and capital items needed.
7. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
8. 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?
9. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: Community Colleges

Line Items for the Community Colleges are summarized on page 2.

The summary lists the page number where the detail, supporting documentation can be found for each Line Item.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Community Colleges
Fiscal Year 2010 Line Items
Grouped by College in Priority Order

			FTP	General
1	FY 2009 Appropriation		651.83	29,666,400
2				
3	Institution/Priority/Line Item	Detail Page		
4	College of Southern Idaho			
5	1 Maintenance/Infrastructure: Occupancy	3	1.65	291,300
6	2 New/Expanded Programs: Nursing Position	5	3.40	175,800
7	3 New/Expanded Programs: Rural Math Science	8	3.00	276,700
8	North Idaho College			
9	1 Effectiveness, competitiveness, efficiency: Upgrading Campus Technology to Minimum Standard	12		334,500
10	2 New/Expanded Programs: Dental Hygiene & Dental Assistant Program	16	2.50	605,100
11	3 New/Expanded Programs: Dual Enrollment IVC Improvement	19		320,000
12	4 New/Expanded Programs: eLearning Improvement	22	1.00	261,500
13	College of Western Idaho			
14	No items requested			
15	FY 2010 Total Line Items		11.55	2,264,900
16	Percentage of FY 2009 Appropriation		1.77%	7.63%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: College of Southern Idaho

FUNCTION: Education

ACTIVITY:

Agency No.:

Function No.:

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01	Title: Occupancy Cost (Half Year)			Priority Ranking 1 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.65				1.65
PERSONNEL COSTS:					
1. Salaries	33,000				33,000
2. Benefits	21,200				21,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	54,200				54,600
OPERATING EXPENDITURES by summary object:					
1. Custodial Supplies	3,600				3,600
2. Utilities	63,400				63,400
3. IT, Security, Safety, Insurance, etc.	35,100				35,100
TOTAL OPERATING EXPENDITURES:	102,100				102,100
CAPITAL OUTLAY by summary object:					
1. Building Maintenance – 1.5%	135,000				135,000
TOTAL CAPITAL OUTLAY:	135,000				135,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	291,300				291,300

How connected to institution/agency and Board strategic plans:

Board Goal Unknown

CSI Goal 1.2.5.4 Provide access to expertise and state of the art facilities.

2.3.11 Build and maintain facilities that support teaching and learning.

Performance Measure: Expanded programs and students in health science and human services and building utilization.

Description:

The request for occupancy cost is to fund the expenditures associated with the new health sciences and human services building for the last 6 months of 2010. The formula for the calculation of these costs is a standard format that has been approved by JFAC for higher education.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

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

The operating costs associated with the completion of the new health science and human services building for 6 months of FY 2010 are being requested. The remaining 6 months will be funded in FY 2011. There is not funding in the base for this activity. We will be adding 3.3 FTE in the form of custodians for this 72,400 square foot building. Other maintenance services such as HVAC, grounds, security, technology and administration will be absorbed by existing staff.

2. What resources are necessary to implement this request?

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

The 3.3 FTE Custodians will be paid as salary at the minimum rate plus 20% as per DFM guidelines. Standard State of Idaho benefits will be provided. The anticipated date of hire will be January 1, 2010 with standard custodial job descriptions.

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

Specialized staff such as HVAC technicians, technology staff, security and grounds keepers will absorb the maintenance and operation into their workload. The occupancy formula provides funds for additional operating expenditures in these areas. We do not expect existing operations to be negatively impacted.

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

The occupancy cost formula covers anticipated costs associated with operating the new facility.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

We anticipate the operational costs of this building to be funded by the general fund. Any grant funds would be utilized for specialized projects that would not impact the basic operating costs.

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

The students and staff of the College of Southern Idaho are the primary beneficiaries of this request. Ultimately, the residents of the Magic Valley and the state will benefit from the health care providers educated in this facility.

If the request is not funded, these funds will have to be raised through the cutting of expenditures in other areas to the extent possible and increasing tuition and fees to students.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This is our number one priority. It is critical that we have the necessary funds to operate the new building.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: College of Southern Idaho

FUNCTION: Education

ACTIVITY:

Agency No.:

Function No.:

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.02	Title: Nursing Position Replacement			Priority Ranking 2 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.4				
PERSONNEL COSTS:					
1. Salaries	126,200				126,200
2. Benefits	49,600				49,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	175,800				175,800
OPERATING EXPENDITURES by summary object:					
1. Supplies	0				
2. Materials	0				
TOTAL OPERATING EXPENDITURES:	0				
CAPITAL OUTLAY by summary object:					
1. Equipment	0				
TOTAL CAPITAL OUTLAY:	0				
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	175,800				175,800

How connected to institution/agency and Board strategic plans:

Board Goal 2 Objective 6 – Increase student access to relevant education programs (nursing, physician assistant, health technicians and physicians)

Performance Measure: Number of nurses, physician assistants, health technicians and physicians per 100K of Idaho's population.

CSI Goal 1.1.1 Provide convenient, affordable and equitable access to our programs, services and resources.

Performance Measure: Maintenance of the number of registered nursing graduates from CSI each year.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The request for 3.4 full time equivalent nursing faculty salaries and benefits is to continue to maintain faculty that have been previously funded with grant and community donated funds. Through this proposal, these faculty members will move to the general fund base for funding. This will allow us to continue to grow our nursing program and provide the proper staffing for our new health science and human services building.

Questions:

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

The request is to provide funding for faculty members who have been funded through grants for the past three years. These positions are critical in maintaining the current level of nurses we graduate from CSI each year. In FY 2008, 109 registered nurses graduated from our two year CSI program.

There are currently 16.6 FTE in the nursing department funded in our general fund base.

2. What resources are necessary to implement this request?

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

See Attached Spreadsheet

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

These positions are currently integrated into our nursing department. We do not expect existing operations to be negatively impacted.

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

No additional funding other than salaries is needed.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

We will continue to utilize grant funds to the maximum extent possible. These faculty were funded on grants that have ended and we need to keep them in order to maintain our 109 registered nursing graduates each year.

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

The students and staff of the College of Southern Idaho are the primary beneficiaries of this request. Ultimately, the residents of the Magic Valley and the state will benefit from the health care providers educated in this facility.

If the request is not funded, we will be faced with the reallocation of resources or the loss of these individuals as faculty. At a time when nursing and health care providers are critically needed, it does not make good economic sense to reduce our program numbers.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This is our number two priority. It was not a priority last year due to the availability of grants and community donated funds to cover the costs of these individuals salary.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: College of Southern Idaho

FUNCTION: Education

ACTIVITY:

Agency No.:

Function No.:

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No. ____

A: Decision Unit No: 12.03		Title: Rural Math/Science Dual Credit			Priority Ranking 3 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.0				
PERSONNEL COSTS:					
1. Salaries	111,000				126,200
2. Benefits	52,200				49,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	163,200				175,800
OPERATING EXPENDITURES by summary object:					
1. Travel by Faculty	10,000				10,000
2. Consultant Payments to School Districts	24,000				24,000
TOTAL OPERATING EXPENDITURES:	34,000				34,000
CAPITAL OUTLAY by summary object:					
1. Lab Equipment for 3 Labs	75,000				75,000
2. 3 Laptop Computers for Faculty	4,500				4,500
TOTAL CAPITAL OUTLAY:	79,500				79,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	276,700				276,700

How connected to institution/agency and Board strategic plans:

Board Goal 2 Objective 1 – Increase participation of secondary students in advanced opportunities programs for receiving postsecondary credits (Advanced Placement Courses, dual credit, Tech-Prep and International Baccalaureate).

Performance Measure: Number of schools/districts offering advanced opportunities in each program and the total number of students enrolled in each program.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

CSI Goal 1.1.3 Expand early awareness and pre-college outreach programs.

Performance Measure: Increase in school districts and number of students participating in dual credit course each year.

Description:

The request is for 3.0 full time equivalent instructional faculty salaries and benefits for the purpose of expanding dual credit offerings math and science in rural schools. The funding will be used to supplement existing high school resources in providing qualified, highly trained staff to teach both on site and internet based math and science to high school students.

Math courses offered would range from basic math to college algebra and calculus. The mission will be to prepare students to enter college with a solid foundation in math and, if they so choose, dual credits. Science courses will focus upon basic biology, physics and chemistry that will prepare the student for college level classes including laboratory classes.

This pilot program will be offered to approximately eight small rural schools who are in need of this type of program. The three faculty will provide instruction on site to each school at various times during the semester and provide a variety of instructional methods in course delivery. Individual education plans will be prepared for each student and cohort learning groups established to the extent possible. We are also requesting funds to pay school districts for the monitoring of students, assistance with plan development and assistance with student achievement.

Equipment will have to be purchased for each high school offering science courses in order to provide laboratory classes. Depending upon space available and existing facilities, this may involve upgrades or the developing of labs on or off site. The initial funding request is for the development of three labs at \$25,000 per lab for a total of \$75,000. Lap top computers for each of the faculty at an estimated cost of \$1,500 each are also needed.

Travel expenses of approximately \$10,000 are expected which include mileage and meals. Monitoring payments to districts are estimated at \$3,000 per year for a total of \$24,000.

Increased high school graduation requirements in math and science make this proposal appealing to small rural schools. The year we estimate that up to 300 junior and senior high school students could participate in this pilot program.

Success will be measured in several ways. First, students will meet the math and science requirements for high school graduation. Second, more students will transition to non-remedial college programs. Third, students who complete the dual credit math and science courses will be better prepared for college programs and show greater retention, completion and graduation rates.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

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

The request for faculty, travel funds and equipment is requested so that CSI can develop a pilot program to try to improve math and science offerings and student success rates in rural schools.

Staffing for dual credit courses is made up of part time high school teachers in mostly larger schools. CSI does not have funding for this type of pilot program in our base.

2. What resources are necessary to implement this request?

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

The faculty positions would be hired as close to July 1, 2009 as possible. This would allow them time prior to the start of the school year to develop curriculum, purchase equipment, make contacts with schools and plan for the implementation of the program.

Faculty salaries are estimated at our starting 9 month, master's degree level of \$36,000 plus standard State of Idaho employee benefits.

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

We have some existing support for dual credit teachers and would utilize existing staff to work with this new program.

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

Operating funds for travel in the amount of \$10,000 are anticipated. Payments to the eight school districts for monitoring of students and programs in the amount of \$3,000 per district total \$24,000.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

One time funding of \$75,000 for lab equipment and \$4,500 for lap top computers will be needed. If the pilot program is successful and if the program continues over a number years, both the lab equipment and lap tops will have to be replaced.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

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

The students in these rural school districts are the primary beneficiaries of this request. As they are successful in the higher education facility of their choice, residents of the state of Idaho will benefit.

If the request is not funded, small rural school districts will continue to struggle in the preparation of their students for college level classes. The students will be faced with remedial classes in college solely due to their lack of exposure to college preparatory classes.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This is our number three priority. It was our number one priority last year and would have been our number one priority this year if we did not have occupancy costs for a new building coming on line and had a funding source for our existing nursing staff funded through grants and community funds.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Community College

FUNCTION: North Idaho College

ACTIVITY:

Agency No.: 506

Function No.: 120601

Activity No.:

FY 2010 Request

Page 1 of 3 pgs.

Original Submission X or

Revision No.

Upgrading Campus Technology to Minimum Standard					
A: Decision Unit No: 12.01		Title:		Priority Ranking 1 of 4	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	0				0
2. Benefits	0				0
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1. Classroom equipment	334,500				
TOTAL CAPITAL OUTLAY:	334,500				
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	334,500				334,500

How connected to institution/agency and Board strategic plans:

SBOE Strategic Plan

Goal III: Efficiency – Deliver education, training, rehabilitation and information/research programs and services through the public education system in a manner which makes effective and efficient use of resources

NIC Strategic Plan Theme VII, Goal 2.

Advance the campus infrastructure with regards to technology and safety.

Performance Measure: Over two years, 81 classrooms will have presentation computers and equipment added and be brought to the campus standard.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

North Idaho College has partially equipped 81 of 152 classrooms for media presentations using readily available technology like projectors, internet-attached computers, and audio / video players. Rooms have had lighting, screens and furniture added to make it easy for faculty and students to use the technology for teaching and learning.

While the processes and services to acquire and support the use of teaching technology have improved, there is still a lack of systematic equipping to protect the investments, lower operating costs and further improve use.

A “baseline” reset of the classroom technology is needed to bring all appropriate classrooms to the minimum campus standard. The following benefits would be achieved:

- 1. Provide the capability to use presentation technology in all classrooms where required.*
- 2. Improve facility efficiency by creating flexibility in assigning classrooms.*
- 3. Allow technology classrooms to begin a replacement funding rotation for equipment.*
- 4. Lower the per room cost to acquire expensive equipment.*
- 5. Lower the per room cost to support those using equipment.*

NIC is requesting funding for \$ 669,000 over a two-year span to equip all classrooms to the campus minimum standard.

Classrooms will be assessed against the standard classroom minimum. All items with useful life will continue to be used. Classrooms that will not be used for student or instructor presentations are marked “dry” and are not included in the total and will not be equipped or included in equipment rotations.

Note: Includes classrooms on the Coeur d’Alene campus, Post Falls Workforce Training Center, Ramsey Technical Building, and Shoshone, Bonner and Boundary county outreach centers. Excludes IVC rooms, UI rooms in Molstead, AEC in Coeur d’Alene and Welding Technology.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Model to fund NIC Classrooms to the "Baseline" Technology Standard

<i>Number of Classrooms</i>	<i>Description</i>	<i>Cost per Classroom</i>	<i>Extended total to equip all</i>
24	Classrooms that are "dry" (no technology) and will remain without	\$ -	\$ -
47	Classrooms that are currently at or above minimum standard	\$ -	\$ -
28	Classrooms that have nothing and need standardization	\$ 12,000	\$ 336,000
21	Classrooms that have 25% of items to be brought to standard	\$ 9,000	\$ 189,000
16	Classrooms that have 50% of items to be brought to standard	\$ 6,000	\$ 96,000
16	Classrooms that have 75% of items to be brought to standard	\$ 3,000	\$ 48,000
152	Total classrooms at North Idaho College (all locations)	(two year)	\$ 669,000

Questions:

1. What is being requested and why?

\$ 334,500 over 2 years for technology to increase teaching efficiency in 152 classrooms serving community college students in the five northern counties.

What is the agency staffing level for this activity and how much funding by source is in the base?

Existing staff will maintain equipment. Installation will be contracted with about 13% of the request for contractor assistance.

2. What resources are necessary to implement this request?

a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **None**

b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **Instructional Technology Staff (3.0 FTE) will direct and maintain.**

c. List any additional operating funds and capital items needed. **Capital funds for the classroom equipment (projectors, internet-attached computers, audio/visual players, controllers, etc.).**

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See form on page 1.**

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

BUSINESS AFFAIRS AND HUMAN RESOURCES
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North Idaho College students and the employers that depend on their education and training would be positively affected if funded. If not funded, these groups would be negatively affected. Over time, there would be a negative impact in retention of qualified faculty.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

See description on page 1 and 2. Request is based on modeling covering all college classroom locations.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Community College

FUNCTION: North Idaho College

ACTIVITY:

Agency No.: 506

Function No.: 120601

Activity No.:

FY 2010 Request

Page 1 of 3 Pages

Original Submission X or

Revision No. ____

Dental Hygiene & Dental Assistant Program					
A: Decision Unit No: 12.02		Title:		Priority Ranking 2 of 4	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.50				
PERSONNEL COSTS:					
1. Salaries	108,593				108,593
2. Benefits	32,428				32,428
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	141,020				141,020
OPERATING EXPENDITURES by summary object:					
1. Travel	500				500
2. Staff Development	2,000				2,000
3. Supplies	5,000				5,000
4. Maintenance /Repair	14,000				14,000
5. Other	5,200				5,200
TOTAL OPERATING EXPENDITURES:	26,700				26,700
CAPITAL OUTLAY by summary object:					
1. Renovation of space	150,000				150,000
2. Eight Dental Stations	246,000				246,000
3. Radiography & Sterilization Equipment	41,350				41,350
TOTAL CAPITAL OUTLAY:	437,350				437,350
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	605,070				605,070

How connected to institution/agency and Board strategic plans:

State Board Goal 2.6. Increase student access to relevant medical education programs (nursing, physician assistant, health technicians, and physicians)

NIC Strategic Plan. Theme 1, Goal1:

Improve and expand educational opportunities, programs, and courses for the student population and community

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Performance Measure: Once the program was established, 8-10 students could be accepted into the dental hygiene program every five semesters; and 8-10 students could be trained as dental assistants each year. Over 2,500 community members who are uninsured or underinsured could be assisted by the dental clinic each year.

Need for Dental Hygienists and Dental Assistants:

Dental hygienists and dental assistants are included on the *Fastest Growing Occupations in Idaho: 2004-2014* list provided by the Idaho Department of Commerce and Labor. The specific need in north Idaho was also established by CC Benefits Inc. and indicates that jobs for dental hygienists will have increased from 114 in 2005, to 142 in 2010; a 24.56% increase. For dental assistants, the jobs will increase from 270 in 2005, to 348 in 2010; a 28.9% increase. The predicted earnings for 2010 are \$29.28/hour for hygienists and \$13.85/hour for assistants.

In a recent needs survey conducted by North Idaho College's Health Professions and Nursing Division, 17 of the 25 dental facilities indicated they anticipated increasing the number of dental hygienists they employed within the next five years. Most of the facilities indicated one additional hygienist would be added; others indicated 1-3 additional dental hygienists would be added. The salaries reported by the dental facilities ranged from \$25/hour to \$37/hour.

Program Description:

The addition of a Dental Hygiene/Dental Assisting Program at North Idaho College will help provide dental hygienists and dental assistants to meet workforce needs in the five northern counties of Idaho. Students will have an opportunity to receive education in North Idaho and not have to travel out of state or eight hours in state to get Dental Hygiene education.

North Idaho College would work together with Dirne Clinic in Coeur d'Alene to find a central location to offer dental care for the uninsured and underserved members of the community. North Idaho College would partner with Dirne Clinic by utilizing the facility as a clinical site for nursing, medical assisting and a dental hygiene program. One-time funds for the dental clinic equipment and for part of the renovation cost of a location are being requested along with on-going funds for the personnel and program operation costs.

Questions:

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

Funds to support a Dental Hygiene and Dental Assisting Program are being requested. Currently, the infrastructure to support the program is in place, that is, administrative support from our Professional Technical Education Division.

2. What resources are necessary to implement this request?

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

One full-time faculty with benefits; one part-time faculty, non-benefited; one Professional Staff member - a dentist will have to be on site anytime students are working with clients. Benefits will be determined with contract negotiation. Date of hire will be based on program approval, anticipate Fall 2009.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

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

The new program should not negatively impact any existing operation.

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

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

The startup budget would all be one-time funds and would total \$437,350. The annual operating budget of \$167,720 would be an ongoing cost.

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

The citizens of North Idaho are being served by this request.

Students will have an opportunity to receive education in North Idaho and not have to travel out of state or eight hours in state to get Dental Hygiene education.

Dental care for the underserved population of North Idaho will be provided in the clinic established by the education program

Dental health care providers will have a greater pool of employees available for hire.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient to enable the Board, Division of Financial management, and the Legislative Budget Office to make an informed decision.

See attached budget pages for one-time, start-up costs and for ongoing costs.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Community College

FUNCTION: North Idaho College

ACTIVITY:

Agency No.: 506

Function No.: 120601

Activity No.:

FY 2010 Request

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Original Submission X or

Revision No.

A: Decision Unit No: 12.03		Title: Dual Enrollment IVC Improvement			Priority Ranking 3 of 4
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				
PERSONNEL COSTS:					
1. Part-time Salaries	52,200				52,200
2. Benefits	7,830				7,830
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	60,030				60,030
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. IVC systems - complete	105,000				105,000
2. IVC conversions / improvements	155,000				155,000
TOTAL CAPITAL OUTLAY:	260,000				260,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	320,030				320,030

How connected to institution/agency and Board strategic plans:

SBOE Strategic Plan:

Goal II: Access/ Objective 1 – Increase participation of secondary students in advanced opportunities programs for receiving postsecondary credits (Advanced Placement courses, dual credit, Tech-Prep, and International Baccalaureate)

NIC Strategic Plan: Theme 1, Goal 3, Obj. B

Develop an expanded schedule of transfer dual credit courses.

Performance Measure:

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Two (2) regional high schools and one (1) county outreach center will be equipped with Interactive Video Conferencing (IVC) equipment to enable dual-enrolled high-school students to take college credit courses. In addition, eight locations (including two high schools) will be brought to the campus system standard for IVC teaching.

Description:

North Idaho College requests funding to increase its ability to serve high school students wishing to begin college credit classes while attending high school. A current system exists and NIC wishes to both expand and modernize this capability to reach more students. Students interested and prepared to attend lack the time and transportation to reach sites currently delivering classes. IVC capabilities will bridge this gap and extend the talent of faculty across rural counties. It is estimated that 125 additional students would be served in the first year and 150 additional students in each year following the installation of this equipment.

Questions:

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

Funding for new IVC classroom systems at Priest River H.S., Kootenai H.S., NIC Silver Valley Center is requested. Also, classroom control systems and IVC upgrades are being requested for three college classrooms in Coeur d'Alene as well as one each in Bonner, Shoshone and Boundary county Outreach Centers. High school IVC systems in Wallace and St. Maries will also be upgraded to IP communications to lower costs and extend utility.

2. What resources are necessary to implement this request?

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

None

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

Existing IVC engineer (1.0 FTE) will be assigned to manage these improvements.

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

Circuit costs for IP communications will need commitment from the school districts and the college district.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

See form on Page 1.

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

High school students in rural counties wishing to get an early start on college credit education while remaining enrolled in high school and completing their graduation requirements are the beneficiaries. Other high school activities may occasionally benefit from IVC activities.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

If unfunded, college participation will not be as great.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

IVC Standarization of IP Classroom Network & Requested Growth			
New IVC Classroom Requests		Growth	
Silver Valley Center - Rm 105	Needed: A complete AMX/VSX8000	\$35,000	
Kootenai Senior High School	Needed: A complete AMX/VSX8000	\$35,000	
Priest River High School	Needed: A complete AMX/VSX8000	\$35,000	
		Sub Total	\$105,000
Bringing Coeur d'Alene Campus Origination IVC Classrooms to Updated Standards		Complete Current Classroom	
Molstead 210	(FX system to AMX controlled VSX 8000 IVC System)	\$25,000	
Hedland 131	(VSX 4000 to AMX controlled VSX 8000 IVC System)	\$25,000	
Seider 101	(Add AMX control system to VSX 8000 IVC Classroom)	\$15,000	
		Sub Total	\$65,000
Center IVC Classroom Control Systems		Complete Current Classroom	
Ponderay Center	(Add AMX controls plus wireless microphone to IVC Classroom)	\$15,000	
Bonner Ferry Center	(Add AMX controls plus wireless microphone to IVC Classroom)	\$15,000	
Silver Valley Center - Rm 104	(Add monitors to complete IVC receive site Classroom)	\$10,000	
		Sub Total	\$40,000
Highschool IVC Conversion from ISDN to IP Network		Complete Current Classroom	
Wallace High School	(Upgrade V-Tel to AMX controlled VSX8000 IVC System)	\$25,000	
St. Maries High School	(Upgrade V-Tel to AMX controlled VSX8000 IVC System)	\$25,000	
		Sub Total	\$50,000
		*Total	\$260,000
* \$260,000 is needed to bring all Ivc classroom up to current "Baseline" configuration with the additional requested IVC locations.			

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JUNE 19-20, 2008

AGENCY: Community College

FUNCTION: North Idaho College

ACTIVITY:

Agency No.: 506

Function No.: 120601

Activity No.:

FY 2010 Request

Page 1 of 3 pgs.

Original Submission X or

Revision No.

A: Decision Unit No: 12.04		Title: eLearning Improvement			Priority Ranking 4 of 4
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS:					
1. Salary: eLearning Trainer	55,000				55,000
2. Benefits	16,500				16,500
TOTAL PERSONNEL COSTS:	71,500				71,500
OPERATING EXPENDITURES by summary object:					
1. Faculty stipends for curriculum development	140,000				140,000
2. Software licenses / training materials	50,000				50,000
TOTAL OPERATING EXPENDITURES:	190,000				190,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	261,500				261,500

How connected to institution/agency and Board strategic plans:

SBOE Strategic Plan:

Goal II: Access- Continuously improve access for individuals of all ages, abilities and economic means to the public education system, training, rehabilitation, and information/research programs and services.

NIC Strategic Plan: Theme 1, Goal 2, Obj. A

Investigate and implement a web-based course delivery system and provide necessary training for instructors and students.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Performance Measure:

A trainer for online tools will be hired and will train NIC faculty on the Learning Management System (LMS) and related Web 2.0 tools.

Description:

North Idaho College requests funding for a trainer, stipends and learning materials to improve its online course delivery capabilities. Students expect courses available where they live and work. Employing Web 2.0 technologies and training faculty and staff to use them will have a fundamental impact on college culture. NIC must assure that opportunities for collaboration and involvement in College life be available with an individual's first contact with the College and continue through that individual's life. Facilitating these experiences today requires portals, wikis, blogs, ePortfolios, and various other learning and social networking tools. These tools require time, energy and trainer guidance for effective use.

Questions:

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

The College seeks supplemental funds to license new Internet technologies and train the college community to use them. This request effects a new genre of communication and education referred to as *eLearning*. Students desire online education to be accessed more easily and more readily available.

The college currently staffs at 3.0 FTE to assist faculty in delivering online education. There is approximately \$ 190,000 in the base annually for the LMS and related tools.

2. What resources are necessary to implement this request?

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

Professional level communications trainer at full time, benefits eligible. Hire date: July 1, 2009 and employed ongoing.

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

Existing eLearning and IT staff will aid the new trainer. Training rooms will be supplied. The LMS and content management systems (including servers and disk space) will be utilized.

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

Training materials	\$ 10,000
Software licenses	\$ 40,000
Stipends for faculty attending training	\$ 140,000

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

See above.

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

Students, particularly those distant or unable to travel to class sites, will benefit. Employers will also benefit from the education as many of the students are employed. Web 2.0 technologies employed in courses will tap the new forms of enthusiasm toward learning of today's students. Faculty will develop these tools to enhance the College curriculum as evidenced by many best practices study findings. College staff will work more efficiently at keeping current information available to students.

If not funded, the college's inability to meet students expectations may result in a lower acceptance of higher education. Retention of key faculty who are aware of up-to-date learning tools and methods is at stake as well.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: Agricultural Research and Extension Service

Line Items for the Agricultural Research and Extension Service is summarized on the next page.

The detail, supporting documentation for this Line Item can be found on page 2.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

University of Idaho Ag Research and Extension
Fiscal Year 2010 Line Items
Grouped by Program in Priority Order

		FTP	General	Other Funds	Total
1	Program/Priority/Line Item				
2	Ag Research Extension				
3	FY 2009 Appropriation	372.99	28,249,200	50,000	28,299,200
4	1 Salary Enhancement 3		1,006,000		1,006,000
5	2 New/Expanded Programs: Idaho Center for Livestock and Environmental Studies 5		700,000		700,000
6	FY 2010 Total Line Items	-	\$ 1,706,000	\$ -	\$ 1,706,000
7	Percentage of FY 2009 Appropriation	0.00%	6.04%	0.00%	6.03%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: University of Idaho Ag Research and Extension

Agency No.: 514

FY 2010 Request

FUNCTION:

Function No.:

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff		Priority Ranking 1 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	1,006,000				1,006,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	1,006,000				1,006,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,006,000				1,006,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Description:

According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. ***This was requested in FY 2009.***

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Ag Research & Extension

FUNCTION: Ag Research & Extension

ACTIVITY:

Agency No.: 504

Function No.: 02

Activity No.:
00

FY 2010 Request

Page 1 of 2 Pages

Original Submission X or

Revision No. ____

Idaho Center for Livestock and Environmental Studies					
A: Decision Unit No: 12.02		Title: Environmental Studies		Priority Ranking 2 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	560,000				560,000
2. Benefits	140,000				140,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	700,000				700,000
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	700,000				700,000

How connected to institution/agency strategic plan:

Teaching and Learning Goal: Engage students in a transformational experience of discovery, understanding, and global citizenship.

Scholarly and Creative Activity Goal: Achieve excellence in scholarship and creative activity through an institutional culture that values and promotes strong academic areas and interdisciplinary collaboration among them.

Outreach and Engagement Goal: Engage with the public, private and non-profit sectors through mutually beneficial partnerships that enhance teaching, learning, discovery, and creativity.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

Background

The proposed Idaho Center for Livestock and Environmental Studies (ICLES) will be a premier educational and scientific organization and institution for livestock (dairy, beef and sheep) research and education, and will be recognized for environmental research and scholarly work related to confined animal feedlot operations. This facility will be self-sustaining with construction funded by state and federal government and private industry entities, and will support and promote the mission and purposes of the University of Idaho, conduct fundamental and applied research of broad interest to the livestock industry and the public, enhance the university's capabilities in environmental research, support the specialized educational, research and extension needs of the animal science programs, and lead the development of environmental standards for livestock operations in the United States.

Current Situation

The legislature passed S1498 which appropriated \$10 million of State funding for ICLES. In addition, changes were made in the Idaho Admissions Act allowing the University of Idaho to use resources from Morrill Act Endowment Lands for construction of this facility. The release of the funds to the State Board of Education then allowed the formal design process to begin along with consideration and acquisition of a building site. Positions to strengthen the University's capability in environmental and livestock research have been relocated from other locations in the state to Twin Falls/Kimberly. These include an Entomology Specialist and an Environmental Engineer. A soil specialist position has also been redirected to work in the area of soil/water quality.

Planned Activities

In order for this research facility to be successful, it is essential that research faculty and support staff commensurate with the capabilities of the new infrastructure, be located at ICLES to provide a critical disciplinary core to strengthen on-site research in livestock and environmental areas and to provide strong collaborative capabilities with University of Idaho, USDA-ARS and INL scientists located in Moscow and elsewhere throughout the state. The following positions are included in this request:

	<u>Salary & Benefits</u>
Dairy/Beef Management (faculty) – Nutrition (1 FTP)	\$137,500
Dairy/Beef Management (faculty) – Reproduction (1.0 FTP)	\$137,500
Research Veterinarian (faculty) – Animal Disease/Herd Health (1.0 FTP)	\$ 93,750
Technical Support – Soil & Water Chemistry (1 FTP)	\$ 56,250
Technical Support – Environmental Research (1 FTP)	\$ 56,250
Technical Support – Environmental Engineering (1 FTP)	\$ 56,250
Technical Support – Food Animal Research (1 FTP)	\$ 56,250
Technical Support – Food Animal Research (1 FTP)	\$ 56,250
Clerical Support – Office Coordinator (1 FTP)	\$ 50,000
Total	\$700,000

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: Special Programs

Line Items for the Special Programs are summarized on the next page.

The summary on pages 2 and 3 lists the page number where the detail, supporting documentation can be found for each Line Item.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Special Programs Summary
Fiscal Year 2010 Line Items
Grouped by Program in Priority Order

		FTP	General	Other Funds	Total
	Program/Priority/Line Item	Detail Page			
1	Forest Utilization Research				
2	FY 2009 Appropriation		5.75	647,700	647,700
3	1 Salary Enhancement	4		15,000	15,000
4	2 New/Expanded Programs: Policy Analysis Enhancement	6	1.10	106,300	106,300
5	3 New/Expanded Programs: Expanded Programs	9	2.00	137,500	137,500
6	FY 2010 Total Line Items		3.10	243,800	243,800
7	Percentage of FY 2009 Appropriation		53.91%	37.64%	37.64%
8					
9	Idaho Geological Survey				
10	FY 2009 Appropriation		10.35	907,300	907,300
11	1 Salary Enhancement	12		35,000	35,000
12	2 New/Expanded Programs: Mission Capability Enhancement	14		155,000	155,000
13	3 New/Expanded Programs: Web-Site Redesign and Upgrade	16		13,000	13,000
14	FY 2010 Total Line Items			203,000	203,000
15	Percentage of FY 2009 Appropriation		0.00%	22.37%	22.37%
16					
17	Scholarships and Grants				
18	FY 2009 Appropriation			9,502,500	9,942,500
19	1 Promise A Scholarship Program	18		250,000	250,000
20	FY 2010 Total Line Items			250,000	250,000
21	Percentage of FY 2009 Appropriation			2.63%	2.51%
22					
23	Idaho Museum of Natural History				
24	FY 2009 Appropriation		8.50	599,300	599,300
25	1 Maintenance/Infrastructure: Maintenance and Expansion of the Idaho Museum of Natural History	20	5.70	1,216,800	1,216,800
26	FY 2010 Total Line Items		5.70	1,216,800	1,216,800
27	Percentage of FY 2009 Appropriation		67.06%	203.04%	203.04%
28					

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Special Programs Summary
Fiscal Year 2010 Line Items
Grouped by Program in Priority Order

		FTP	General	Other Funds	Total
	Program/Priority/Line Item	Detail Page			
29	Idaho Small Business Development Centers				
30	FY 2009 Appropriation		6.80	324,100	324,100
31	1 New/Expanded Programs: Small Business	24		22,100	22,100
32	Energy Efficiency Program				
33	FY 2010 Total Line Items			22,100	22,100
34	Percentage of FY 2009 Appropriation		0.00%	6.82%	6.82%
35	Idaho Council on Economic Education				
36	FY 2009 Appropriation			54,700	54,700
37	1 New/Expanded Programs: Economic & Financial	33		42,500	42,500
38	Education				
39	FY 2010 Total Line Items			42,500	42,500
40	Percentage of FY 2009 Appropriation			77.70%	77.70%
41	Tech Help				
42	FY 2009 Appropriation		3.00	187,000	187,000
43	1 New/Expanded Programs: Growth and New	36	2.00	105,000	210,000
44	Product Development Initiative			105,000	
45	FY 2010 Total Line Items		2.00	105,000	210,000
46	Percentage of FY 2009 Appropriation		66.67%	56.15%	112.30%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs
FUNCTION: University of Idaho –
 Forest Utilization Research

Agency No.: 516

FY 2010 Request

Function No.: 01

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff		Priority Ranking 1 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	15,000				15,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	15,000				15,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	15,000				15,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The University of Idaho is requesting a CEC increase for FY 2010 in the amount of 4%. According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. This was requested for FY 2009.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

FUNCTION: Forest Utilization Research

ACTIVITY:

Agency No.: 516

Function No.: 01

Activity No.:

FY 2010 Request

Page 1 of 3 Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.02		Title: Policy Analysis Enhancement			Priority Ranking 2 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.1				
PERSONNEL COSTS:					
1. Salaries	63,900				63,900
2. Benefits	22,365				22,365
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	86,265				86,265
OPERATING EXPENDITURES by summary object:					
1. Employee Travel Costs	7,500				7,500
2. Communication Services/Costs	4,000				4,000
3. Administrative Services	4,000				4,000
4. Specific use supplies	4,500				4,500
TOTAL OPERATING EXPENDITURES:	20,000				20,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	106,265				106,265

How connected to institution/agency and Board strategic plans:

Goal 3: This request specifically addresses the *Outreach and Engagement Goal* of the University of Idaho's strategic plan by addressing a range of interdisciplinary perspectives on natural resources issues of interest to the people of Idaho. This need is often expressed by natural resource leaders in the state who support the PAG's work by serving on the Advisory Committee. These individuals represent state and federal public agencies, environmental non-governmental organizations, and private firms and resource associations who all represent different natural resources management interests that will benefit from the enhanced interdisciplinary research this request will enable.

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Description:

The CNR Policy analysis Group was created in 1989 by the Idaho state legislature. The PAG identifies and analyzes scientific and institutional problems associated with natural resource policy issues. In keeping with its mandate the PAG develops, analyzes, and presents several alternative policy options without recommending any particular one. According to the mandate, "Individual projects and analyses will be conducted by the group's staff or members of the college's faculty, or by scientists from other educational institutions or research entities as appropriate [and] must adhere to the highest professional and scientific standards for objective, scientific research."

Interdisciplinary research is growing dramatically at the University of Idaho. This type of research integrates policy and law with the biological and physical sciences to solve real natural resource management problems. This has increased the demand for policy analysis in many of our research projects, providing additional opportunities for the PAG to have an impact on important natural resource issues. The PAG must provide funding support for a broader array of faculty to contribute to the PAG's mission. To ensure that PAG makes contributions to the increasingly complex natural resource management issues of our day, we are requesting \$106,265 to fund additional faculty contributions to policy analysis. The personnel costs represent partial faculty appointments that will total approximately \$63,900 and the associated fringe benefits. Operating expenses of \$20,000 are also requested.

Questions:

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

Forest resource utilization contributes significantly to the economic well being of Idaho. A variety of land-use planning and environmental laws and policies affect what landowners can and cannot do with their lands and this affects how natural resources are utilized.

The CNR Policy Analysis Group was created in 1989 by the Idaho state legislature (see Idaho Code § 37-714). The PAG identifies and analyzes scientific and institutional problems associated with natural resource policy issues. In keeping with its mandate the PAG develops, analyzes, and presents several alternative policy options without recommending any particular one. According to the mandate, "Individual projects and analyses will be conducted by the group's staff or members of the college's faculty, or by scientists from other educational institutions or research entities as appropriate [and] must adhere to the highest professional and scientific standards for objective, scientific research."

2. What resources are necessary to implement this request?

Interdisciplinary research is growing dramatically at the University of Idaho. This type of research integrates policy and law with the biological and physical sciences to solve real natural resource management problems. This has increased the demand for policy analysis in many of our research projects, providing additional opportunities for the PAG to have an impact on important natural resource issues. The PAG must provide funding support for a broader array of faculty to contribute to the PAG's mission. To ensure that PAG makes contributions to the increasingly complex natural resource management issues of our day, we are requesting \$106,265 to fund additional faculty contributions to policy analysis. The

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

personnel costs represent partial faculty appointments that will total approximately \$63,900 and the associated fringe benefits. Operating expenses of \$20,000 are also requested.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

Agency No.: 516

FY 2010 Request

FUNCTION: Forest Utilization Research

Function No.: 01

Page 1 of 3 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.03		Title: Expanded Programs			Priority Ranking 3 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				
PERSONNEL COSTS:					
1. Salaries	80,000				80,000
2. Benefits	36,000				36,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	116,000				116,000
OPERATING EXPENDITURES by summary object:					
1. Employee Travel Costs	7,500				7,500
2. Communication Services/Costs	5,000				5,000
3. Administrative Services	5,000				5,000
4. Specific use supplies	4,000				4,000
TOTAL OPERATING EXPENDITURES:	21,500				21,500
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	137,500				137,500

How connected to institution/agency and Board strategic plans:

Goal 3: This request specifically addresses the *Outreach and Engagement Goal* of the University of Idaho's strategic plan by fostering local economic development and by contributing to the nation's energy self-sufficiency and security. In addition it addresses the *Teaching and Learning Goal* by giving students hands-on training and preparing them to be competitive in a global forest products economy.

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Description:

Forest resource utilization contributes significantly to the economic well being of Idaho. To remain competitive, the industry needs to increase the value of forest resources by enhanced utilization. The goal is to increase the competitive advantage of Idaho's forest products industry, foster local economic development and reduce forest fire risk through research programs that will improve yield and utilize low grade trees and forest biomass for use in value added products by:

- Development of non-destructive analysis tools to grade trees and logs in order to improve yield and value in structural applications
- Create bio-fuels and wood based composites from forest residues

This will be accomplished through research, demonstration and hands-on training of student at the UI forest products laboratory.

The funding request in the decision unit will:

- Enable the university to address the growing need to prepare graduates with a level of skills and knowledge that equips Idaho and its citizens to be competitive in a global forest products economy
- Maintain specialized accreditation in Forest Products which is in line with the University's mission
- Reduce risk of wildfires through utilization of forest woody fuels
- Contribute to the nation's energy self-sufficiency and security

Questions:

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

Forest resource utilization contributes significantly to the economic well being of Idaho. To remain competitive, the industry needs to increase the value of the forest resource by enhanced utilization. The goal is to increase the competitive advantage of Idaho's forest products industry. Foster local economic development and reduce forest fire risk through research programs that will improve yield and utilize low grade trees and forest biomass for use in value added products by:

- *Development of non-destructive analysis tools to grade trees and logs in order to improve yield and value in structural applications,*
- *Create bio-fuels and wood based composites from forest residues,*
- *This will be accomplished through research, demonstration and hands-on training of students at the UI forest products laboratory.*

2. What resources are necessary to implement this request?

Positions requested include a bio-materials research specialist and a bio-materials research analyst. Both positions would have starting salaries of approximately \$40,000. Related operating expenses of \$21,500 are also requested.

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

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This request is for on-going funds.

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

The funding requested in this decision unit will: 1) enable the university to address the growing need to prepare graduates with a level of skills and knowledge that equips Idaho and its citizens to be competitive in a global forest products economy; 2) maintain specialized accreditation in Forest Products which is in line with the University's mission; (3) reduce risk of wildfires through utilization of forest woody fuels; and 4) contribute to the nation's energy self-sufficiency and security.

Expected performance includes:

- Increase in undergraduate student research projects, graduate student research projects, scientist exchange programs, and industry based projects in bio-fuels, wood composites, resource assessment and forest utilization with in the Forest Products program;*
 - The outputs will be at least 3 technical presentations per year, 1 thesis/dissertation per year, 2 published papers per year, creation of a website for outreach and technical assistance for private and public landowners.*
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs
FUNCTION: University of Idaho –
 Geological Service

Agency No.: 516

FY 2010 Request

Function No.: 02

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff		Priority Ranking 1 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	35,000				35,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	35,000				35,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	35,000				35,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The University of Idaho is requesting a CEC increase for FY 2010 in the amount of 4%. According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. ***This was requested in FY 2009.***

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

Agency No.: 516

FY 2010 Request

FUNCTION: Idaho Geological Survey

Function No.: 02

Page 1 of 2 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.02	Title: Mission Capability Enhancement			Priority Ranking 2 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	70,000				70,000
2. Benefits	30,000				30,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	100,000				100,000
OPERATING EXPENDITURES					
1. Travel for research and outreach	25,000				25,000
2. Maintenance of Web site for delivery of geologic information	5,000				5,000
3. Office operations	25,000				25,000
TOTAL OPERATING EXPENDITURES:	55,000				55,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:	0.00				0.00
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	155,000				155,000

How connected to institution/agency and Board strategic plans:

Goals: Access and Quality.

Broadly and intensively communicate the activity and impact of the University's engagement with society.

Invest in field work and outreach as a means of contributing to learning and the land-grant responsibilities of the University.

Enhance scholarly modes of discovery, application and integration that address issues of importance to the citizens, government, economy, and environment in the state of Idaho.

Build strategic educational, research, and/or technological transfer activities regionally, nationally, and abroad.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Strengthen programs that encompass cultural, economic, legal, scientific, policy, environmental, and/or international dimensions.

Description:

Fund capability of IGS to respond to Idaho's growing demand for geologic information. Enhance the state's benefits and outcomes from the Idaho Geological Survey's main office in Moscow and branch offices in Boise and Pocatello. Funds personnel costs and operating expenditures for state-mission applied research and delivery of geologic information (geology for growth corridors, highway routes, mining geology and mines, geologic hazards, groundwater protection, and aquifer modeling).

Performance Measures:

- Agency research faculty total compensation as a percent of peers
- Externally funded grant and contract dollars
- Number of Published Reports on Geology/Hydrology/Hazards/Mineral Resources
- Cumulative percent of Idaho's area covered by modern geologic mapping

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

Agency No.: 516

FY 2010 Request

FUNCTION: Idaho Geological Survey

Function No.: 02

Page 1 of 2 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.03		Title: Web-Site Redesign and Upgrade		Priority Ranking 3 of 3	
DESCRIPTION	General**	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	0				0
2. Benefits	0				0
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES					
1. Services contract	10,000				10,000
TOTAL OPERATING EXPENDITURES:	10,000				10,000
CAPITAL OUTLAY by summary object:					
1. Web-server computer	3,000				3,000
TOTAL CAPITAL OUTLAY:	3,000				3,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	13,000				13,000

****One-time funds**

How connected to institution/agency and Board strategic plans:

Goals: Access, Quality, and Efficiency

Broadly and intensively communicate the activity and impact of the University's engagement with society.

Strengthen delivery capacity, collections and technological innovation to improve access to information sources.

Establish, renew, remodel, and reallocate facilities that encourage collaborative interdisciplinary inquiry and provide access to information resources and innovative technologies.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Build strategic educational, research, and/or technological transfer activities regionally, nationally, and abroad.

Description:

The Idaho Geologic Survey's Web-site needs a redesign and upgrade, including shopping-cart services. The Survey's Web site has become the primary delivery system for all geologic information produced and provided by the Survey. Client demand for Internet products and information is outpacing the current configuration of the Survey's Web site. The outcomes of the Survey's grants and contracts, valued at about \$1.2 million in FY2007, depend on the services of the Survey's Web site. The requested funds will pay for design services, equipment upgrades, and the capability for shopping-cart, or "e-commerce" services.

Performance Measures:

- Number of Website Products used
- Number of Published Reports on Geology/Hydrology/Hazards/Mineral Resources

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

Agency No.: 516

FY 2010 Request

FUNCTION: Scholarships & Grants

Function No.: 03

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.01		Title: Promise A Scholarships			Priority Ranking 1 of 1
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. Scholarships	250,000				250,000
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	250,000				250,000

How connected to institution/agency and Board strategic plans:

Goal II Continuously improve access for individuals of all ages, abilities, and economic means to the public education system, training, rehabilitation, and information/research programs and services.

Objective 3

Increase access to postsecondary education by improving student's ability to pay for educational costs..

Idaho Robert R. Lee Promise Scholarship – Category A: Provides approximately 110 renewable scholarships each year to outstanding Idaho high school seniors who plan to pursue postsecondary academic or professional-technical studies at one of Idaho's public or private institutions of higher education. Awardees are selected on the basis of unweighted GPA and

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

ACT scores. The award amount is \$3,000 per year, renewable up to four years for academic programs or for the term of the professional-technical program (up to three years). For the 2008-2009 academic year, 25 new scholarships were awarded to freshmen. In total, 110 recipients will receive an annual award of \$3,000. The budget request for FY09 includes a substantial increase to Idaho's primer merit aid program. During the past application cycle, there were 192 freshmen applicants (an increase of 58 over FY08) who met or exceeded scholarship criteria. After awarding 25 new scholarships and subtracting 8 applicants who declined the scholarship, there were still 159 qualified applicants (compared to 83 in FY08) that did not receive a scholarship. The Idaho Code allows for a total of no greater than 400 and no more than 100 new awards a year. This request of \$250,000 of General Funds will allow the state to award 83 additional Promise Category A scholarships or a total of 193 awards per year. This is a 75% increase over current funding. This is requested due to the fact that for the past several years, we have had many qualified applicants who were not funded for the Promise A scholarship.

Performance Measure: The increase in funding will allow for more qualified Idaho seniors to enroll in Idaho postsecondary institutions.

Questions:

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

If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request has been in the Board's Budget for both the FY07 and FY08 fiscal years.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs
FUNCTION: ISU - Idaho Museum of
Natural History

Agency No.: 516

FY 2010 Request

Function No.: 04

Page 1 of 3 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No.

Maintenance and Expansion of the					
A: Decision Unit No: 12	Title: Idaho Museum of Natural History			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5.7				5.7
PERSONNEL COSTS:					
1. Salaries	374,013				374,013
2. Benefits	116,101				116,101
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	490,114				490,114
OPERATING EXPENDITURES by summary object:					
1. Travel	15,000				15,000
2. Materials & Supplies	60,000				60,000
TOTAL OPERATING EXPENDITURES	75,000				75,000
CAPITAL OUTLAY by summary object:					
1. Equipment and exhibit planning and preparation	651,690				651,690
TOTAL CAPITAL OUTLAY:	651,690				651,690
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,216,804				1,216,804

How connected to institution/agency and Board strategic plans:

The Idaho Museum of Natural History actively nurtures an understanding of and delight in Idaho's natural and cultural heritage. As the official state museum of natural history, it acquires, preserves, studies, researches, interprets and displays natural and cultural objects for Idaho residents, visitors and the world's community of students and scholars. The IMNH is the state's official museum of natural history and a significant investment in its future is needed to support the mission of continuing to serving the state and caring for its extensive collections. IMNH efforts further the following goals, as articulated in both the ISU and SBOE current strategic plans:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 2 — Increase the University's research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

IMNH holds collections in three different areas – Anthropology, Earth Sciences, and Life Sciences – that cover the local natural and cultural heritage of Idaho and the Northern Intermountain West. Ensuring that the museum achieves reaccreditation in 2009 and its stated mission and goals will require that several collections management and curatorial positions be expanded or created. In addition, to think and act strategically, to conduct research, to acquire, to develop and to care for its collections the museum requires resources in a number of other key areas, including materials and supplies, travel, communications, and additional square footage.

This line item budget request includes ongoing funding in the amount of \$396,135 to support curatorial and collections managers in the Idaho Museum of Natural History. Curators are the backbone of the research, grant, and collections' growth effort assisting the museum when they have adequate time and assistance. The current .10 FTE curator positions are inadequate. Ideally, IMNH should have at least one curator working half-time or more for every collection/research area. This is currently not the case. Collections managers have special training and knowledge in order to oversee the day-to-day care of the collections, under the supervision of curators. This request includes funding for these positions, as detailed below.

	Salary	Benefits	FTE
Life Sciences Collections Manager	19,535	4,920	.5 FTE
Earth Sciences Collections Manager	19,535	4,920	1 (from .5)*
Anthropology Collections Manager	19,535	4,920	1 (from .5)**
Curator Botany/Herbarium	31,200	7,859	.5 FTE
Curator Anthropology	31,200	7,859	.5 FTE
Curator Mammalogy	31,200	7,859	.5 (from .1)
Curator Ornithology	29,120	7,335	.5 (from .1)
Curator Herpetology	29,120	7,335	.5 (from .1)
Curator Geology	29,120	7,335	.5 FTE
Research Assistants/Graduate Students			
Anthropology, Earth Science, Life Science, Library, Herbarium, Education (\$16,038/each)	\$96,228		
TOTAL	\$396,135		

This request also includes ongoing funding for \$167,000 for other administrative staff, irregular staff, and the following operating expenditures: travel to support professional development and program delivery throughout the state, materials and supplies to support curation, collections, and communications (\$75,000). Personnel related costs include (\$15,000) for irregular staff

BUSINESS AFFAIRS AND HUMAN RESOURCES
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including: work study student assistance and part-time curatorial support in the herbarium, and library. It also includes a clerical assistant for the museum office (\$20,000) where there is currently no secretary other than students and volunteers. To provide accurate and consistent cataloging for the collection and archival material the .5 FTE registrar needs to be full-time and the addition of a .5 FTE graphic artist to assist in the development of exhibits (\$38,980) is needed. Funding these positions would allow the current marketing manager to assume responsibilities for fund raising and development activities and would help IMNH achieve its goal of generating 30% of the museum's budget from private gifts and external funding sources. Lastly, the request includes a .5 Data Base Administrator to improve the web based virtual museum activities and e-store now on line (\$20,000). Expanding the museum's web store would allow for needed improvements to revenue-generating activities and will contribute to the goal of self-sustainability in the store.

This request also includes one-time capital outlay funding in the amount of \$651,690 to support IMNH in its efforts to continue collecting and preserving natural history specimens and related research documentation. The equipment and supplies listed are critical for appropriate storage and processing. Security is minimal, limited to simple key access. Remodeling the warehouse is important for the preservation and care of specimens. Irreplaceable specimens worth millions of dollars and the mission statement of the IMNH obligate us to take proper care of the collections. The capital outlay funding is detailed below.

IMNH Capital Outlay/Capital Maintenance Requests

— Surveillance Cameras, motion detectors, control panels, Key pads for motion detectors for museum galleries and collections areas. Key coded door locks for offices and galleries	\$12,500
— Earth Science Collection – 1700 specimen drawers @\$60 each	\$102,000
— Anthropology, Earth Science and Registrar Melink Locking letter sized 4-drawyer fire files 10 cabinets @ \$1200 each	\$12,000
— Steel Fixture – specimen cabinets for Earth Science 10 cases with hinges mixed @ \$613 unit cost	\$6,130
— Mayline steel map cabinet	\$15,000
— Remodel museum warehouse, including the addition of a cement floor and shelving; improve and stabilize HVAC in warehouse	\$110,000
— Computer and software for cataloguing specimens In the herbarium.	\$4,300
— Improve and stabilize HVAC in herbarium and in ornithology and mammalogy collections areas on the 4th floor of museum	\$47,000
— Make structural changes to exhibit galleries	\$17,760
— Articulate and display several ice age animal specimens for gallery expansion including a dire wolf, bison, saber-tooth cat, ground sloth, mammoth, and an American Lion	\$150,000
— Funding to recover, preserve, research and exhibit newly discovered Mesozoic Trackways – the museum has a world-class collection of footprints preserved in rocks which include the earliest record of Theropod dinosaurs in the region that need to be protected, displayed, and studied	\$75,000
— Upgraded equipment for environmental monitoring	\$5,000

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for all museum spaces

— Develop a long range plan for IMNH space needs, \$95,000
for exhibits and for collections storage. Include concept
drawings and exhibit plans.

Total: \$651,690

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **See above. The request is for ongoing addition to the base, as well as one-time appropriations.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above. Request is for \$651,690 in one-time funding and \$565,114 in ongoing funding.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing and one-time appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Special Education Programs
FUNCTION: Small Business
 Development Center

Agency No.: 516

FY 2010 Request

Function No.: 05

Page 1 of 1 Pages

ACTIVITY:

Activity No.:

Original Submission X or
 Revision No.

Small Business Energy Efficiency					
A: Decision Unit No: 12.01	Title: Program		Priority Ranking 1 of 1		
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				
PERSONNEL COSTS:					
1. Salaries – Student Salaries	19,200				19,200
2. Benefits	1,920				1,920
TOTAL PERSONNEL COSTS:	21,120				21,120
OPERATING EXPENDITURES by summary object:					
1. Travel	1,000				1,000
TOTAL OPERATING EXPENDITURES:	22,120				22,120
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	22,120				22,120

How connected to institution/agency and Board strategic plans:

Goal I & III: Efficiency – Deliver quality educational, training, rehabilitation and information / research programs and services through the public education system in a manner which makes effective and efficient use of resources.

Description: The Idaho Small Business Development Center (Idaho SBDC), in conjunction with other departments at Boise State University, will develop a turnkey energy assessment program to encourage small businesses to implement energy efficiency changes.

The goal of this program is to achieve cost-effective immediate and persistent peak energy and demand savings. The program will employ two strategies to meet this goal: 1) training and education, and 2) energy efficiency assessments and retrofits. This program would train college students majoring in engineering, business, environmental health and other disciplines

BUSINESS AFFAIRS AND HUMAN RESOURCES
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to conduct energy assessments, identify areas where a business can conserve energy and follow-up with businesses to measure results.

Questions:

1. What is being requested and why? *We are requesting \$22,120 in general funds to hire college interns to help businesses determine where energy savings could be found in their business. What is the agency staffing level for this activity and how much funding by source is in the base? This program will be managed with existing resources in the Center.*
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. *Up to 20 interns would be hired to conduct the energy assessments. The interns would be non-benefit temporary employees for a semester.*
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. *None to minimal.*
 - c. List any additional operating funds and capital items needed. *The only operating funds that are needed are for intern travel.*
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. *This is a pilot program thus a request for one-time funds. The program will be assessed prior to requesting on-going funds.*
4. Who is being served by this request and what are the expected impacts of the funding requested? *This program will provide our university students with a real-world experience in applying energy conservation principles. Small businesses will benefit by reducing the energy costs and increasing their bottom line. If this request is not funded who and what are impacted? Students and small business owners would not receive this service.*
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. *Given the current funding environment, it appears that a smaller, one-time request is most appropriate.*

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.



**SMALL BUSINESS
ENERGY EFFICIENCY PROGRAM**

Draft Proposal

The Idaho Small Business Development Center (Idaho SBDC), in conjunction with other departments at Boise State University, will develop a turnkey energy assessment program to encourage small businesses to implement energy efficiency changes.

GOAL

The goal of this program is to achieve cost-effective immediate and persistent peak energy and demand savings. The program will employ two strategies to meet this goal: 1) training and education, and 2) energy efficiency assessments and retrofits. This program would train college students majoring in engineering, business, environmental health and other disciplines to conduct energy assessments, identify areas where a business can conserve energy and follow-up with businesses to measure results.

OBJECTIVES

The objectives of the program are as follows:

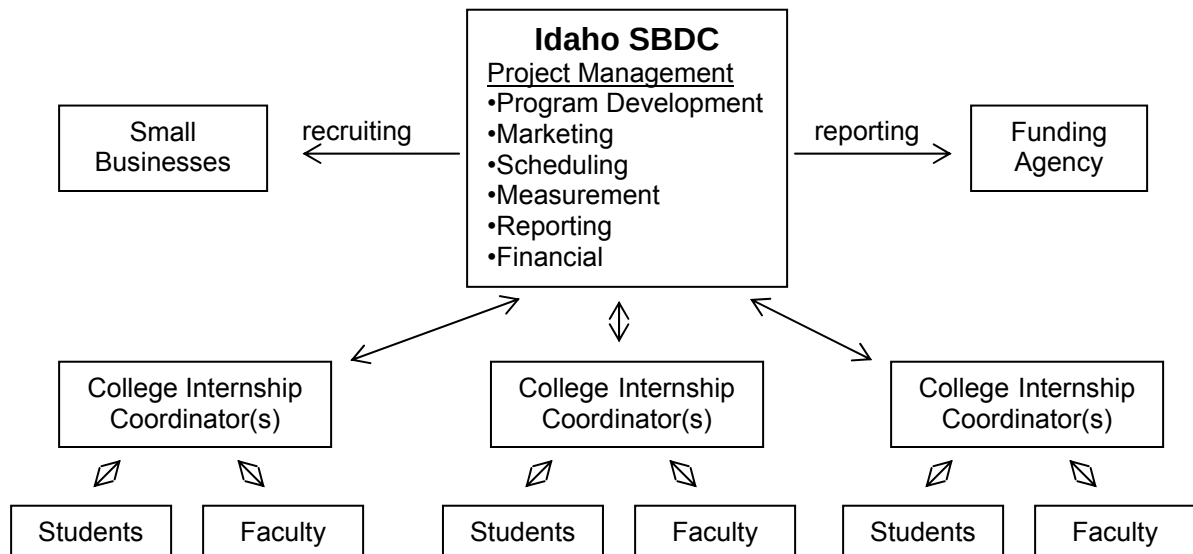
- Recognize and address the energy conservation needs of small business customers.
- Assist small business customers with implementation of energy efficiency measures including applying for energy efficiency incentives offered by utility companies
- Improve profitability of small business customers through reduced energy related costs.
- Increase customer awareness of energy efficient business practices including improvements in operations and maintenance methods.
- Provide student learning opportunities that introduce new processes, skills and technologies.
- Demonstrate, showcase and model practical uses and benefits of energy efficiency and sustainability practices, processes and technologies to higher education, local businesses, government, communities and decision-makers.
- Provide evidence of financial, social and environmental benefits delivered by energy efficiency and sustainability programs.

SCOPE OF WORK

1. Organization and Responsibility

The Idaho SBDC has over 18 years assisting small businesses and is one of the top five performing SBDC's in the country. The organization helps small businesses start and grow through no-cost individualized consulting and affordable training. The Idaho SBDC has 6 offices, each with certified business consultants and also has a full-time environmental coordinator. The organization is experienced in developing and delivering new programs.

The Idaho SBDC will serve as the project manager to develop, market, deliver, and report on the program and manage the budget. The organization will coordinate with various colleges through the internship coordinators and provide support to the participating faculty through student training coordination, scheduling assessments, tracking progress, and reviewing reports.



A number of individuals have been contacted and expressed interest in participating in the project and have provided input and feedback on this proposal. The list of these individuals and their responsibilities can be found in Attachment A.

2. Schedule and Budget

Schedule

It is estimated that program development will take a minimum of two months. Ideally, agreements and funding for the program would be in place by October 1, 2008 in order for program implementation to begin spring semester of 2009.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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As depicted in the chart below, program development would occur during fall semester 2008. This includes activities described in the Program Development section below.

ACTIVITY	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1. Program Development															
Program guidelines	X														
Marketing Plan	X	X													
Curriculum Development	X	X	X												
Implementation Plan		X	X												
Faculty recruitment		X	X					X	X				X	X	
Student recruitment	X	X	X				X	X	X			X	X	X	
2. Program Delivery															
Student training				X	X						X	X			
Assessments					X	X	X					X	X	X	
Report writing					X	X	X					X	X	X	
SBDC review					X	X	X					X	X	X	
Report delivery						X	X	X					X	X	X
Follow-up						X	X	X					X	X	X
Final paper complete								X							X
3. Measurement and Reporting															
Develop metrics	X	X	X												
Collect results				X	X	X	X	X				X	X	X	X
Report to funding partner								X							X

A key component of this program is using student interns to conduct energy assessments. Junior or senior level students will register for a 3 credit internship during the semester they participate in the program. The internship will consist of:

- ♦ initial intensive classroom training including “practice” on-site assessments,
- ♦ conducting assessments,
- ♦ writing a report of findings/recommendations,
- ♦ delivering those findings to the business contact, and
- ♦ following up with the client.

Completion of a 3 credit internship requires 150 hours of participation by the student. The table below shows the estimated hours for one student for one semester with the assumption that the assessments are conducted by teams of 2 students. Using these estimates, each team could complete 8 assessments per semester.

Activity	Avg. hrs	Total hrs.
Training		
Classroom	16	
Homework	16	
Total		32
Assessment		
Pre-assessment utility bill analysis	2	
Assessment	5	

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Report writing	4	
Follow-up	1	
Total	12	
8 Assessments/student		96
Final report		22
Total Hours/semester/student		150

Budget

- ♦ *Assessments* - Preliminary budget figures are provided in the table below for the cost of one average assessment. Students would be paid an hourly wage for time spent on the actual assessment. Time spent in training and completing the final course report would not be paid.

Internship costs	
Salary (\$10/hr. x 12 hrs/assessment)	\$120
Fringe @ 10%	\$12
Total cost/intern	\$132
Total assessment cost (2 interns/assessment)	\$264
8 assessments/semester	\$2,112

Each team of two students could complete approximately 8 audits per semester. During the first semester, it is reasonable to estimate 10 – 20 students would enroll in the program. This would accomplish 40 – 80 assessments.

- ♦ *Administration* - Administrative expenses associated with assessment tracking, scheduling, reviewing and reporting would be proportional to the number of assessments conducted. The development of program guidelines, the marketing plan, the implementation plan, and the curriculum would be fixed costs that are not dependent on the number of assessments.
- ♦ *Equipment* – Several sets of equipment will be needed for the assessments and will include at a minimum a ballast discriminator, camera, infrared thermometer, and light meter.

3. Program Development

The following information will be developed prior to offering student training and business assessment services.

Program Guidelines

Program guidelines will ensure that the program funds are being used to provide the greatest impact in promoting energy efficiency in small facilities. This would include a description of the methods by which customers will participate in this program, including the process for determining customer eligibility.

Marketing Plan

A comprehensive marketing plan, possibly developed with the help of marketing students, will be necessary for program implementation. The plan will use the existing Idaho SBDC and Boise State marketing channels and explore additional channels to assure appropriate participation. The plan will likely initially target specific sectors or geographical areas to maximize the early impacts in the program. The target market will be identified based on a definition of the different sectors or facility sizes within the small business community. Teaming with community or economic outreach organizations will be used for marketing the program to the intended audience.

Training Curriculum

The curriculum will be developed using Boise State faculty and professionals; existing curriculum from other organizations; and organizations or consultants with specialized expertise will be used to develop the curriculum. The internship training curriculum will cover:

- ♦ energy use analysis,
- ♦ the assessment process,
- ♦ review of common facility components including the building envelope, heating and air conditioning;
- ♦ office, kitchen and food service equipment;
- ♦ lighting;
- ♦ available incentives, rebates and other resources; and
- ♦ financial analysis (simple payback, internal rate of return, etc.).

Faculty Recruitment

Faculty will be recruited from several colleges and programs to engage and support students participating in this internship program. Potential participating faculty will be recruited from the fields of engineering, business, technical education, and environmental health.

Implementation Strategy

Since the major goal of this program is to encourage small facilities to implement energy efficiency strategies, a plan will be developed to facilitate implementation of recommended measures and procedures, including incentives and incentives processing. At a minimum, this will include provision of information about Idaho Power programs and assistance in completing the necessary forms. It will also include follow-up contact after the recommendations have been presented to support implementation and collect metrics.

4. Program Delivery

Coverage

The program will begin in the Treasure Valley and has the potential to expand throughout Southern Idaho in conjunction with other colleges and universities. Piloting the project in the Treasure Valley will simplify the logistics and scheduling and allow for program refinement before expanding.

Management

The program will be administered and managed by the Idaho SBDC. Support documents will be developed prior to the assessment phase. During program delivery, the Idaho SBDC will deliver the training, recruit small businesses, schedule assessments, and monitor progress.

Internships

Student involvement will take the form of an internship offered through several colleges within the University. To complete the internship, students will participate in two eight-hour training sessions and a minimum of 8 facility assessments.

Assessment

The assessment will consist of a pre-visit analysis of the businesses energy bills; an on-site assessment; and preparation of a report summarizing findings and providing recommendations. Teams of students will assess combustion, electrical, heating and lighting efficiencies for the client business. While electrical energy is the major assessment focus, additional energy sources consumed within the facility will be addressed by the assessment.

Recommendations

The teams will document and report assessment and incentive results to the business owner in client reports. The reports will include descriptions of proposed measures, non-energy issues (e.g., IAQ, noise, comfort, etc.), and details on how to take advantage of incentives, simple paybacks, and costing data. The assessment reports will have some degree of standardization, but will contain enough site-specific information to be a useful tool for individual energy improvement decision making. There will be a maximum of four weeks time between the site visit and the delivery of the assessment report. The Idaho SBDC will review all reports and provide feedback to students prior to their release to the client and the internship coordinator.

5. Deliverables

Results

Metrics to track and evaluate program results will be developed jointly with the funding partner. Results will include activity measures such as number of interns, number of assessments, and type of business in addition to impact measures such as kilowatts saved, money saved, recommendations implemented, and client satisfaction.

Data Management

The Idaho SBDC currently uses a Management Information System (MIS) for collecting and tracking client information. This system will be used to track the assessment process and capture the metrics agreed upon with the funding partner.

Reporting

Activity reports will be submitted to the funding partner on an agreed upon schedule. Reports will include, but not be limited to, marketing efforts and results, a list of customers served and addresses, number of customers who implemented energy-efficient measures identified in the assessment, and the total savings recommended in the assessments.

SUMMARY

The proposed projects will benefit all of the involved participants in significant ways: by providing education and training for students in a growing field, by encouraging investments in energy efficiency by the commercial/business sectors with attendant savings, and by delaying or deferring utility investment in new sources of energy.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs
FUNCTION: Idaho Council on
Economic Education

Agency No.: 516

FY 2010 Request

Function No.: 06

Page ____ of ____ Pages

Original Submission X or

ACTIVITY:

Activity No.:

Revision No. ____

A: Decision Unit No: 12.01		Title: Economic & Financial Education			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Training Materials. One-time need.	\$42,500				\$42,500
TOTAL OPERATING EXPENDITURES:	\$42,500				\$42,500
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$42,500				\$42,500

How connected to institution/agency and Board strategic plans:

The Mission Statement of the Idaho State Board of Education Strategic Plan states that we are to provide programs that are high quality, readily accessible and relevant to the needs of the state. The plan emphasizes Idaho's economic growth and the importance of ensuring that our citizens are prepared to achieve a higher quality of life. Goal 1 of the plan states that we are to increase the availability of highly qualified teachers who are certified in their specialty.

The funding requested by the Idaho Council on Economic Education is directly in support of this SBOE mission and goal. This funding will help make it possible for Idaho's students and teachers to receive required and much needed training in personal finance and economic management of funds. Idaho cannot afford to neglect the economic and financial education of its young citizens. This funding will help Idaho's students become more economically and financially independent and self sustaining now and in the future. As Idaho strives to compete in the international marketplace and as individual families struggle to make ends meet, we must

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

provide the economic and financial training that this funding will help make possible. Very few of Idaho's teachers of economics and personal finance have university training in these areas. The Idaho Council on Economic Education has the mandate to provide this very necessary training, and it does so in a very cost-effective manner. Most Idaho teachers have no other means besides the Idaho Council for securing the materials and training they need for these subjects.

Description:

The Idaho Council is requesting an additional \$42,500 in one-time monies for fiscal year 2010 to supplement other sources of funding for economic and financial education for Idaho teachers and students. We hope to be given this chance to extend our impact to more Idaho students during FY 2010, and welcome the opportunity to demonstrate to the SBOE and the Idaho Legislature the return on investment it will provide. We are confident that we can justify the use of one-time monies in this fashion in a report at the conclusion of the fiscal year.

The Idaho Council and its programs are supported in part by Boise State University, Idaho State University, the University of Idaho and the College of Southern Idaho. The Idaho Council also raises money from community businesses to help support economic and financial education in our state. Additionally, to the extent possible, some Idaho schools provide a small portion of the funding required for materials and training in economic and financial education. Unfortunately, many schools in Idaho simply do not have the budgetary resources to contribute to these programs.

The amount requested, \$42,500 in one-time operating expense monies, will supplement these other sources so that the Idaho Council can continue to provide the high quality, timely and critical programs that the state's teachers and students need in economics and personal financial responsibility.

Questions:

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

The Idaho Council has two full time staff, provided by state appropriations through the College of Business and Economics at Boise State University.

Additionally, the Council maintains four "Centers for Economic Education" throughout the state. These are located at University of Idaho, Idaho State University, College of Southern Idaho and Boise State University. The Idaho Council also serves as the Boise State Center for Economic Education. Each of the Centers is managed by a local university professor or administrator, who dedicates 10-25% of their time to the Center's programs and activities. Additionally, each Center has a part time assistant or field representative who is in continual contact with teachers and schools in their region. The Center administrators are supported by the universities. A portion of each Center's operating expenses is supported primarily by the Idaho Council and the on-going allocation it receives from the state legislature through the State Board of Education.

The additional amount requested herein, \$42,500 in one-time operating expense monies, is specifically in support of training and materials needed by Idaho teachers and students during the upcoming fiscal year. This money will not be used to add personnel or new programs but rather to make the Idaho Council's existing programs available to more Idaho schools, teachers and students.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

All of the Idaho Council's existing human resources, two full time members at Boise State, plus the 3 other part time Center Directors and their assistants at U of I, ISU, and CSI will provide the training associated with these on-going programs. These are not new programs, but rather extensions of existing programs to additional schools, teachers and students in Idaho.

- c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

See matrix for details. Through this supplemental funding of \$4.17 per participant, 10,000 Idaho students and 200 teachers will be able to participate in the Idaho Council's programs on financial literacy and economic education.

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

Without this funding approximately 10,000 Idaho students and 200 teachers will not be able to participate in the Idaho Council's personal financial literacy and international economics programs.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Special Education Programs

Agency No.: 516

FY 2010 Request

FUNCTION: Tech Help

Function No.: 08

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ACTIVITY:

Activity No.:

Original Submission X or

Revision No.

Growth and New Product Development Initiative					
A: Decision Unit No: 12.01		Title: Development Initiative		Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0			1.0	2.0
PERSONNEL COSTS:					
1. Salaries	72,000			72,000	144,000
2. Benefits	23,500			23,500	47,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	95,500			95,500	191,000
OPERATING EXPENDITURES by summary object:					
1. Professional Development	3,000			3,000	6,000
2. Travel and Supplies	6,500			6,500	13,000
TOTAL OPERATING EXPENDITURES:	9,500			9,500	19,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0			0	0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	105,000			105,000	210,000

How connected to institution/agency and Board strategic plans:

The Growth and New Product Development Initiative will bridge the state's higher education resources with the needs of the state's manufacturing community to accelerate the development of product, service and market innovations. The Idaho State Board of Education's strategic plan envisions an education system that "... contributes to the overall economy..." This initiative addresses the outreach, relevance to the needs of the state, and economic growth components of the Board's mission.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

TechHelp requests a budget enhancement of \$105,000 to assist Idaho manufacturers to develop new product, service and market innovations. The additional funding will support two new Manufacturing Specialists to provide Growth and New Product Development services to Idaho manufacturers. The \$105,000 state investment will leverage an additional \$105,000 of private investment. The initiative will further leverage the federal government's investment in the development of Eureka! Winning Ways and the BSU College of Engineering's New Product Development Lab.

TechHelp has excelled at teaching Idaho manufacturers to cut costs, improve quality and speed production time. Last year, TechHelp clients reported \$26.6 million in sales, \$6.6 million in savings and 724 jobs as direct results of their projects. TechHelp has done this primarily through process innovations – Lean Manufacturing projects teaching workers to identify and eliminate waste in their production processes.

This initiative will build on TechHelp's *process innovation* services by accelerating the addition of *product, service and market innovation* services. The continuous improvements of Lean Manufacturing will always be necessary, but they alone are not enough to ensure economic growth. Companies must grow revenue – as well as reduce costs – through new product, service and market innovations.

TechHelp's new Eureka! services are a proven method to help Idaho manufacturers identify new opportunities, systematically evaluate their probabilities of success and then execute action plans to bring the new product or service to market quickly. The Eureka! model has been successfully deployed by Manufacturing Extension Partnership (MEP) centers – like TechHelp – in other states. The BSU College of Engineering's New Product Development Lab is a perfect complement to Eureka! – providing an outreach and educational resource to develop prototypes of new products rapidly.

The two new Manufacturing Specialists will conduct Eureka! projects with Idaho manufacturers and develop complementary growth services to accelerate product, service and market innovations. Client fees generated by projects will support one half of the cost of the initiative.

Questions:

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

TechHelp requests a budget enhancement of \$105,000 to assist Idaho manufacturers to develop new product, service and market innovations. The additional funding will support two new Manufacturing Specialists to provide Growth Services to Idaho manufacturers. TechHelp currently has no dedicated staffing or funding for this activity. TechHelp has redirected a limited amount of staff time to pilot and test the efficacy of the proposed services.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - i.Position Titles: Manufacturing Specialist
 - ii.Pay Grades: N/A
 - iii.Status: Full-time

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- iv. Benefit Eligibility: Yes
- v. Anticipated Date of Hire: July 1, 2009
- vi. Terms of Service: 12 Month Appointments

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

Dedicated staff for Growth Services will accelerate TechHelp's outreach efforts with Idaho manufacturers for the development of product, service and market innovations. Engagements will further generate additional outreach and educational opportunities for BSU's New Product Development Lab, with which TechHelp partners.

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

None.

- 3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

The two new Manufacturing Specialists will generate a total of \$105,000 in client fees per year. This revenue amount is consistent with the current performance of TechHelp Manufacturing Specialists.

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

Approximately 40 additional Idaho manufacturers will receive TechHelp services. Based on historical performance levels, projects with these companies are estimated to result in \$8 million of sales, \$2 million in savings and 200 jobs in FY 2010. The reputations of the state's three universities as engines for economic growth will be further substantiated. These benefits will not occur if the request is not funded.

- 5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

The request is a high priority item that was requested but not appropriated in the FY 2009 budget.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: Health Programs

Line Items for the Health Programs are summarized on the next page.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Health Programs Summary
Fiscal Year 2010 Line Items
Grouped by Program in Priority Order

		FTP	General	Other Funds	Total
1	Program/Priority/Line Item	Detail Page			
2	WI Veterinary Education				
3	FY 2009 Appropriation		6.92	1,774,200	100,000
4	1 Salary Enhancement	3		22,000	22,000
5	FY 2010 Total Line Items			22,000	22,000
6	Percentage of FY 2009 Appropriation		0.00%	1.24%	0.00%
7					1.17%
8	WWAMI Medical Education				
9	FY 2009 Appropriation		6.57	3,378,400	341,200
10	1 Salary Enhancement	5		29,000	29,000
11	FY 2010 Total Line Items			29,000	29,000
12	Percentage of FY 2009 Appropriation		0.00%	0.86%	0.00%
13					0.78%
14	IDEP Dental Education				
15	FY 2009 Appropriation		3.25	1,209,300	132,900
16	1 New/Expanded Programs: Expansion of the Idaho Dental Education Program	7	1.00	122,200	122,200
17	FY 2010 Total Line Items		1.00	122,200	122,200
18	Percentage of FY 2009 Appropriation		30.77%	10.11%	0.00%
19					9.10%
20	Family Practice Residencies				
21	FY 2009 Appropriation		3.65	1,635,700	-
22	1 New/Expanded Programs: Expansion of ISU Rural Track Residency	10	2.00	140,000	1,635,700
23	2 Effectiveness, competitiveness, efficiency: ISU Operational Expenses	13		180,000	180,000
24	3 Effectiveness, competitiveness, efficiency: Boise Operational Expenses	16		330,000	330,000
25	4 New/Expanded Programs: Expansion of Boise Rural Track Residency	20	6.00	100,000	100,000
26	FY 2010 Total Line Items		8.00	750,000	750,000
27	Percentage of FY 2009 Appropriation		219.18%	45.85%	45.85%
28					
29	University of Utah Medical Education				
30	FY 2009 Appropriation			1,143,600	1,143,600
31	1 New/Expanded Programs: Additional Seats	25		75,000	75,000
32	FY 2010 Total Line Items			75,000	75,000
33	Percentage of FY 2009 Appropriation			6.56%	6.56%
34					
35	Psychiatry Residency Program				
36	FY 2009 Appropriation			81,900	81,900
37	1 New/Expanded Programs: Additional Seats	27		22,900	22,900
38	FY 2010 Total Line Items			22,900	22,900
39	Percentage of FY 2009 Appropriation			27.96%	27.96%
40					
41	WICHE Optometry				
42	No Line Items				

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs

FUNCTION: University of Idaho WI

ACTIVITY:

Agency No.: 515

Function No.: 01

Activity No.:

FY 2010 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	22,000				22,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	22,000				22,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	22,000				22,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The University of Idaho is requesting a CEC increase for FY 2010 in the amount of 4%. According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. This was requested for FY 2009.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: University of Idaho
 WWAMI

Agency No.: 515

FY 2010 Request

Function No.: 02

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.01		Title: CEC increase for faculty and staff		Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	29,000				29,000
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	29,000				29,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	29,000				29,000

How connected to institution/agency and Board strategic plans: This request specifically addresses the *Organization, Culture, and Climate Goal* of the University of Idaho's strategic plan by enabling it to attract and retain excellent faculty and staff to carry out the other three goals of the plan which are: *Teaching and Learning, Scholarly and Creative Activity, and Outreach and Engagement.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

The University of Idaho is requesting a CEC increase for FY 2010 in the amount of 4%. According to the National Center for Institutional Data Statistics, faculty salary averages for FY 2006, the most recent year published, comparing the University of Idaho with its seventeen peer institutions are:

Faculty Rank	University of Idaho	Peer Median	Peer High
Assistant Professor	\$54,340	\$59,555	\$ 65,426
Associate Professor	\$62,957	\$68,059	\$ 80,891
Professor	\$82,366	\$88,476	\$110,571

In terms of ranking, the University of Idaho ranked 13th, 14th, and 15th for associate professors, professors, and assistant professors respectively. Salary enhancements of 4% would enable the University of Idaho to be more competitive when attracting faculty and staff thereby improving the instruction, research, and publish service functions of the institutions.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. This was requested for FY 2009.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: Idaho Dental Education
Program

Agency No.: 515

FY 2010 Request

Function No.: 03

Page 1 of 2 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12		Title: Expansion of the Idaho Dental Education Program			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.0
PERSONNEL COSTS:					
1. Salaries	75,000				75,000
2. Benefits	17,460				17,460
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	92,460				92,460
OPERATING EXPENDITURES by summary object:					
1. Program seat	10,351				10,351
2. Trustee Benefit payment	19,394				19,394
TOTAL OPERATING EXPENDITURES:	29,745				29,745
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	122,205				122,205

How connected to institution/agency and Board strategic plans:

The Idaho Dental Education Program's (IDEP) goal is to provide residents of Idaho with access to an outstanding dental education and encourage their return to practice in Idaho. The program is designed to develop graduates who possess the ability to practice today's dentistry at its finest. IDEP graduates will also acquire the background to evaluate changes and future treatment methods as they relate to individual patient care. IDEP serves as Idaho's state assisted route of access for dental education. The Program is a cooperative effort of Creighton University's School of Dentistry in Omaha, Nebraska and Idaho State University's Kasiska College of Health Professions in Pocatello, Idaho. As the SBOE-designated lead institution of higher education for the health professions in Idaho, ISU's expansion of IDEP is consistent with the institution's health-professions driven strategic planning. Research and teaching efforts centered on the program also further the following Goals, as articulated in the current ISU and SBOE strategic plans:

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

IDEP requests the increase of one additional seat in the program. This request represents the second increase as outlined in the original plan for increasing enrollment from seven to ten seats over a three year period. The program was initiated with the funding for one additional seat in FY2002 (from 7 to 8). Approval of this decision unit would result in nine available seats. Funding is also requested for the increased Trustee Benefit payment to Creighton University in accordance with the contract. This request is supported by the State Board of Education's emphasis on increasing the available health education seats for Idaho's residents. Idaho has experienced a 49% increase in population since 1980. The population is projected to increase by an additional 8% by 2010. The number of Idaho applicants far exceeds the capacity of the current program. For the past two years there have been between 13 and 14 applicants for every available seat in the program. Early indications suggest that the number of qualified applicants for the upcoming application cycle will meet or exceed those for the past two years. Over 70% of the students graduating from the program return to Idaho to practice.

The request also would fund a human anatomist faculty position in ISU's Department of Biological Sciences, who would conduct oral health research and teach courses required for students in the program.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **Funding is being requested for a 1.0 faculty FTE to serve program needs and conduct oral health research. Additional funding is requested for an additional student seat in the IDEP program.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **None.**
 - c. List any additional operating funds and capital items needed. **None.**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **All funds requested are for ongoing appropriated funds.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **Citizens of the state of Idaho benefit from this request, as noted above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This request is a continuation of the unfunded FY09 budget request.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: ISU Family Medicine
Residency

Agency No.: 515

FY 2010 Request

Function No.: 05

Page 1 of 3 Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No.

Expansion of ISU Family Medicine Rural Track Residency					
A: Decision Unit No: 12.01	Title: Rural Track Residency		Priority Ranking 1 of 4		
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries	92,400				92,400
2. Benefits	47,600				47,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	140,000				140,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	140,000				140,000

How connected to institution/agency and Board strategic plans:

The Idaho State University Family Medicine Residency in Pocatello was conceived to meet a public need of training outstanding family medicine physicians for Idaho and to care for the underserved in our communities. The strategic plan of the program includes adoption of the New Model Office paradigm and the creation of "medical homes" for our patients. These concepts include provision of high quality evidence based care, documented through electronic medical records and electronic prescribing and measured through national quality reporting initiatives. The ISU FMR program models and teaches state of the art family medicine. Pocatello Family Medicine, the teaching clinic of the ISU Family Medicine Program, and received the prestigious Idaho Qualis CMS award for Quality Care in 2008.

This expansion relates directly to the first two residency strategic imperatives of Recruitment and Service and also to the two core functions of the residency program, namely, "Training

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

family physicians to provide care to populations throughout Idaho,” and “Provision of services to the underserved in Pocatello.” The expansion plan for the Rexburg rural training track is included in the master strategic plan for the Pocatello program submitted to the SBOE. This request is also consistent with the current ISU and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

95.3% of the state’s area continues to have a federal designation as a health profession shortage area (HPSA) in the category of primary care. Idaho ranks 49th in the nation for the rate of physician’s per 100,000 populations; and Idaho ranked 47th in the country for the rate of physician’s in primary care per 100,000. Idaho ranked 9th in the United States in the percent of physicians age 65 and older. National workforce projections from the American Academy of Family Physicians have determined that Idaho will need 33% more family physicians by the year 2020 than it currently has.

Idaho presently ranks 8th in the United States in retention of residents in the original state of training post-residency. 155 family physicians trained in the two programs combined have settled in Idaho since their inception, the majority of them in rural underserved areas. Governor Butch Otter in his January 2007 State of the State speech requested Idaho’s family medicine residency programs to expand their rural family medicine training. The Governor’s Select Committee on Health Care requested testimony from both residency programs and has asked both family medicine residency programs to cost out a feasible expansion plan of residency training in family medicine for Idaho.

The Millennium Fund committee allocated funds to ISU’s residency program to be used between 7/1/07 and 6/30/08 in their efforts to address smoking cessation, drug addiction treatment, health promotion and disease prevention. The program has extensive curricula experience and track records in these areas. A component of those Millennium Funds was set aside to initiate negotiations and set the foundation for a new rural training track. ISU’s program has been active during the year and has:

- 1 completed design of the 39 month RTT residency structure,
- 2 engaged local rural family physician training directors,
- 3 identified rural teachers for the required specialty rotations,
- 4 identified residency training practice sites,
- 5 started building modifications to house resident teaching and practice needs ,
- 6 engaged the Rexburg hospital CEO’s and CFO’s in preliminary negotiations,
- 7 arranged formal consultation with rural training track experts
- 8 designed and purchased on site rural televideo linkages.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

The next steps are to ensure adequate ongoing funding from multiple sources, apply for accreditation to the Accreditation Council for Graduate Medical Education, arrange and pass an accreditation site visit, formally register the new program with the Residency Review Committee, and enter the new program into the recruitment, interviewing and matching process.

Targeted goal is to increase the number of starting family medicine residency training positions to 8 per year over the next four years, from the current level of 6 family medicine residents per year. The program will increase the size of its internal program. This expansion will increase the number of Rural Training Tracks throughout the state from the current number of one to a future number of two. ISU FMR's rural training track will be in Rexburg and surrounding rural communities. Residency positions are funded through multiple sources, including the sponsoring hospitals, Medicare Graduate Medical Education funds, clinical receipts and grants. Each new position costs \$70,000. ISU FMR is requesting ongoing appropriated funding to fund two new resident positions.

This residency expansion plan has the full support of the Idaho Medical Association and will present the plans to the full house of delegates of the IMA in August of this year in the form of a resolution. The expansion plan will also be presented to the Idaho Hospital Association who have previously strongly supported rural training tracks and continue to support residency education in their hospitals.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **Ongoing appropriated funding is requested to support two additional residency seats for ISU FMR to expand and implement a rural track residency program in Rexburg.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **NA**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: ISU Family Medicine
 Residency

Agency No.: 515

FY 2010 Request

Function No.: 05

Page 1 of 3 Pages
 Original Submission X or
 Revision No.

ACTIVITY:

Activity No.:

Maintenance of ISU Family Medicine Residency					
A: Decision Unit No: 12.02	Title: Medicine Residency			Priority Ranking 2 of 4	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
1. Unreimbursed care (see description)					
2. Other increased expenses (see description)					
TOTAL OPERATING EXPENDITURES:	180,000				180,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	180,000				180,000

How connected to institution/agency and Board strategic plans:

The Idaho State University Family Medicine Residency in Pocatello was conceived to meet a public need of training outstanding family medicine physicians for Idaho and to care for the underserved in our communities. The strategic plan of the program includes adoption of the New Model Office paradigm and the creation of "medical homes" for our patients. These concepts include provision of high quality evidence based care, documented through electronic medical records and electronic prescribing and measured through national quality reporting initiatives. The ISU FMR program models and teaches state of the art family medicine. Pocatello Family Medicine, the teaching clinic of the ISU Family Medicine Program, received the prestigious Idaho Qualis CMS award for Quality Care in 2008.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

This maintenance funding request relates directly to the two core functions of residency training:

1. Training family physicians to provide care to populations throughout Idaho.
2. Provision of services to the underserved in Pocatello.

The funding request relates directly to the ongoing strategic imperatives reported to the SBOE for ISU FMR, as noted below:

1. Recruitment
2. Service
3. Training
4. Innovation
5. Research

Furthermore, this request is consistent with the current ISU and SBOE strategic plans as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

Since 1992, the Joint Finance Appropriations Committee (JFAC) have appropriated state funds to support the ISU residency program. These funds have assisted in the operational expenses of the program. Through changed circumstances over the last decade, the program has experienced:

1. Progressive reduction in Medicare GME since 1996;
2. Progressive increased operational expenses;
3. Declining reimbursement and increasing contractual losses;
4. Increasing volume of uninsured and indigent patients;
5. Increasing information technology expenses around Electronic Medical Record (EMR);
6. Increasing cost with all related expenses of transitioning our practices to become “Medicaid Homes” and the designation and reporting criteria of this.

	ISU FMR (Pocatello)
Date of Initiation of Program	1992
Number of Graduates	59
Number of Graduates who have settled in Idaho	28
Number of Graduates in Rural Locations	31

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Total Residency Budget	\$5.5M
Number of Indigent Patients cared for	3,869
Estimated Level of Un-Reimbursed Care	\$401,037
Annual Uncovered Costs as % of total budget	12%
Current State Funding	718,400

The program and its sponsors, Portneuf Medical Center and Idaho State University, seek assistance from the State with the uncovered expenses. At this time, a request is made for an additional \$10,000 subsidy for each resident in training. There are currently 18 residents in training, leading to a total request of \$180,000 in ongoing appropriated funding.

Maintenance funding increases for the ISU FMR program has the full support of the Idaho Medical Association. This maintenance funding request will be presented to the full house of delegates of the IMA in August of this year in the form of a resolution. In the fall, the request will also be presented to the Idaho Hospital Association as an information item. The IHA continue to strongly support residency education in their hospitals.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request is for ongoing appropriated funding for increased operating expenses.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **NA**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above; the request is only for operating expenses.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**

If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: Family Medicine
Residency in Boise

Agency No.: 515

FY 2010 Request

Function No.: 05

Page 1 of 4 Pages

Original Submission X or

Revision No.

ACTIVITY:

Activity No.:

Maintenance of the Family Medicine Residency of Idaho					
A: Decision Unit No: 12.03	Title: Medicine Residency of Idaho			Priority Ranking 3 of 4	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
1. Unreimbursed care (see description)					
2. Other increased expenses (see description)					
TOTAL OPERATING EXPENDITURES:	330,000				330,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	330,000				330,000

Family Medicine Residency of Idaho (FMRI) seeks assistance from the State with the uncovered operational expenses of running a large Graduate Medical Education Family Medicine Program in Idaho. At this time, a request is made for an additional \$10,000 subsidy for each resident in training. Since our program currently has 33 residents in training this request would be for 33 residents times \$10,000 per resident which would be \$330,000 per year.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

How connected to institution/agency and Board strategic plans:

The Family Medicine Residency of Idaho in Boise was conceived to meet a public need of training outstanding family medicine physicians for Idaho and to care for the underserved in our community. FMRI has graduated 229 family physicians since the inception of the program in Boise in 1975. One hundred twenty-five of these graduates have settled in Idaho and 60% of these graduates serve in rural locations throughout Idaho and our Intermountain region. The numbers of outpatient clinical visits per year is 46,000 and the number of inpatient hospitalized visits exceeds 20,000 visits per year.

This maintenance funding request relates directly to the two core functions of residency training:

1. "Training family physicians to provide care to populations throughout Idaho."
2. "Provision of services to the underserved in the Treasure Valley and the State of Idaho."

The funding request relates directly to the ongoing strategic imperatives reported to the SBOE:

1. Recruitment
2. Service
3. Training
4. Innovation
5. Research

Furthermore, this request is consistent with the current FMRI and SBOE strategic plans as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

Since 1992, the Joint Finance Appropriations Committee (JFAC) has allocated financial support to the residency program. These funds have assisted in the operational expenses of the program. Through changed circumstances over the last decade, FMRI has experienced:

1. Progressive reduction in Medicare GME since 1996;
2. Progressive increased operational expenses;
3. Large increases in malpractice insurance coverage;
4. Declining reimbursement and increasing contractual losses;
5. Increasing volume of uninsured and indigent patients;
6. Increasing information technology expenses around Electronic Medical Record (EMR);
7. Increasing cost with all related expenses of transitioning our practices to become "Medical Homes" and the designation and reporting criteria of this.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

The state has responded as best it can with progressive increases in allocation of state money toward the operational expenses of the programs; for this, FMRI is thankful. Some statistics for FMRI are shown below:

Statistics	FMRI (Boise)
Date of Initiation of Program	1975
Number of Graduates	229
Number of Graduates who have settled in Idaho	125
Number of Graduates in Rural Locations	95
Total Residency Budget	\$11.8M
Number of Indigent Patients cared for	6,649
Estimated Level of Un-Reimbursed Care	\$600,418
Annual Uncovered Costs as % of Total Budget	18%
Current State Funding	\$846,100 (FY 2007-2008)

Agency Support

Maintenance funding increases for FMRI has the full support of the Idaho Medical Association (IMA), the Idaho Medical Association Medical Education Affairs Committee, and the Idaho Academy of Family Physicians. This maintenance funding request will be presented to the full house of delegates of the IMA in August of this year in the form of a resolution. In the fall the request will, also be presented to the Idaho Hospital Association (IHA) as an information item. IHA continue to strongly support residency education in their hospitals for the greater good of Idaho.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **This request is for ongoing appropriated funding for increased operating expenses.**
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **NA**
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
 - c. List any additional operating funds and capital items needed. **None**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above; the request is only for operating expenses.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

Summary

FMRI has been in the business of training outstanding family physicians and providing excellent patient care services throughout the State of Idaho for over 33 years. In an effort to meet the projected primary care workforce needs for Idaho and to honor the request from Governor Otter, FMRI presents this maintenance and expansion plan for the training of family physicians for the State of Idaho.

The request is for an increase in state funding of \$330,000 per year starting in FY 2009-2010 for maintenance costs. In addition, to expand the growth of training family physicians for the State of Idaho and additional expansion amount of \$100,000 per year in FY 2009-2010; \$200,000 per year in FY 2010-2011; and \$300,000 per year for FY 2011-2012 is being requested. This expansion amount will be prorated based on the number of residents in training and distributed to each program.

This will increase the production of family physician training from 12 to 18 family physicians per year which is the same 33% increase projected to be needed to help meet Idaho's projected family physician workforce needs. Therefore, the requested amount from the State of Idaho would be as follows:

	Current Funding (2008-2009)	Maintenance Funding	Prorated Expansion Funding (Approximately)	Total Funding
FY 2009-2010	\$887,528	\$330,000	\$67,000	\$1,254,528
FY 2010-2011		\$330,000	\$134,000	\$1,321,528
FY 2011-2012		\$330,000	\$200,000	\$1,387,528

The Family Medicine Residency of Idaho greatly values the support of the State Board of Education and the collaborative partnership we have formed in producing superb family physicians and providing excellent patient care to the citizens of Idaho!

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs
FUNCTION: Family Medicine
Residency of Idaho

Agency No.: 515

FY 2010 Request

Function No.: 05

Page 1 of 5 Pages

Original Submission X or

ACTIVITY:

Activity No.:

Revision No.

Expansion of Family Medicine Residency of Idaho Rural Training					
A: Decision Unit No: 12.04	Title: Tracks	Priority Ranking 4 of 4			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	6.0				6.0
PERSONNEL COSTS:					
1. Salaries	80,000 YR 1 160,000 YR 2 240,000 YR 3				80,000 YR 1 160,000 YR 2 240,000 YR 3
2. Benefits	20,000 YR 1 40,000 YR 2 60,000 YR 3				20,000 YR 1 40,000 YR 2 60,000 YR 3
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	100,000 YR 1 200,000 YR 2 300,000 YR 3				100,000 YR 1 200,000 YR 2 300,00 YR 3
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	100,000 YR 1 200,000 YR 2 300,00 YR 3				100,000 YR 1 200,000 YR 2 300,00 YR 3

This request expands family physician training at the Family Medicine Residency of Idaho as noted below. The request from the State of Idaho and State Board of Education to meet this growth over a three year period is as follows:

Year 1 – 2009 – 2010	\$100,000
Year 2 – 2010 – 2011	\$200,000
Year 3 – 2011 – 2012	\$300,000

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

How connected to institution/agency and Board strategic plans:

The Family Medicine Residency of Idaho in Boise was conceived to meet a public need of training outstanding family medicine physicians for Idaho and to care for the underserved in our community. FMRI has graduated 229 family physicians since the inception of the program in Boise in 1975. One hundred twenty-five of these graduates have settled in Idaho and 60% of these graduates serve in rural locations throughout Idaho and our Intermountain region. The numbers of outpatient clinical visits per year are 46,000 and the number of inpatient hospitalized visits per year exceeds 20,000.

The strategic plan of the program includes expansion of Family Medicine training sites and locations and expanding the number of family physicians trained per year. In addition we will include the adoption of the New Model Office paradigm and the creation of “medical homes” for our patients. These concepts include provision of high quality evidence based care, documented through electronic medical records and electronic prescribing and measured through national quality reporting initiatives. Our program models and teaches state of the art family medicine.

This expansion request relates directly to the first two residency strategic imperatives of Recruitment and Service and also to the two core functions of FMRI:

1. “Training family physicians to provide care to populations throughout Idaho.”
2. “Provision of services to the underserved in the Treasure Valley and the State of Idaho.”

The expansion plans for the FMRI over the next five years are the following:

1. Develop a new Rural Training Track in the Twin Falls/Jerome communities called the Magic Valley Rural Training Track (MV-RTT). This will become operational in the next 1-2 years. This track will train one additional resident per year in the Twin Falls/Jerome community. Future growth of residents per year is anticipated.
2. Develop two new Rural Training Tracks in Northern and Central Idaho over the next 3-5 years. Each of these tracks will train one new resident at each site per year.
3. Expand the Rural Training Track in Caldwell from two residents per year to three residents per year. This will be done over the next two years.
4. Expand the Boise core training program from ten residents per year to 12 residents per year. This will be done over the next three years.
5. Expand the number of rural training rotation sites throughout the state from approximately 15 sites to 30 sites. This will be done over the next two years.

Furthermore, this request is also consistent with the current FMRI and SBOE strategic plans, as noted below:

Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: Access and Quality)

Goal 3 — Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research. (SBOE Main Goals: Quality and Access)

Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: Quality and Access)

Description:

A. Statistics on Primary Care Physician Shortages in Idaho

95.3% of the state's area continues to have a federal designation as a health profession shortage area (HPSA) in the category of primary care. Idaho ranks 49th in the nation for the rate of physician's per 100,000 population; and Idaho ranked 47th in the country for the rate of physician's in primary care per 100,000. Idaho ranked 9th in the United States in the percent of physicians age 65 and older. National workforce projections from the American Academy of Family Physicians have determined that Idaho will need 33% more family physicians by the year 2020 than it currently has.

B. Performance on Recruitment of Primary Care Physicians

Idaho presently ranks 8th in the United States in retention of residents in the original state of training post-residency. One hundred twenty-five family physicians trained at FMRI have settled in Idaho since program inception, with 45% of these graduates (see attached map) in rural underserved areas.

C. State Administrative Request

Governor Butch Otter in his January 2007 State of the State speech requested Idaho's family medicine residency programs to expand their rural family medicine training. The Governor's Select Committee on Health Care requested testimony from both residency programs and has asked both family medicine residency programs to cost out a feasible expansion plan of residency training in family medicine for Idaho.

D. Building on Completed Foundation Work

The Millennium Fund committee allocated funds to both residency programs to be used between July 1, 2007 and June 30, 2008 in their efforts to expand rural family medicine training and to help address smoking cessation, drug addiction treatment, health promotion and disease prevention. Our program has extensive curricular experience and an excellent track record in these areas. A component of those Millennium Funds was set aside to initiate negotiations and set the foundation for new rural training tracks. Our program has been active during the year and has:

1. completed design of the 36-month RTT residency structure;
2. engaged local rural family physician training directors;
3. identified rural teachers for the required specialty rotations;
4. identified residency training practice sites;
5. started building modifications to house resident teaching and practice needs;
6. engaged the rural hospital CEO's and CFO's in preliminary negotiations;
7. arranged formal consultation with rural training track experts; and
8. taught multiple smoking prevention and methamphetamine prevention programs.

The next steps are to ensure adequate ongoing funding from multiple sources, apply for accreditation to the Accreditation Council for Graduate Medical Education (ACGME) and the Residency Review Committee in Family Medicine (RRC-FM), arrange and pass an accreditation site visit, formally register the new program with the Residency Review Committee, and enter the new programs into the recruitment, interviewing and matching process.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

E. Expansion Goals

Targeted goal is to increase the number of starting family medicine residency training positions to 18 per year over the next four years, from the current level of 12 family medicine residents per year. FMRI will increase the size of our internal program and increase the number of Rural Training Tracks throughout the state from the current number of one program to a future number of three programs.

	FMRI (Currently) (2008)	FMRI (Future) (2012)
Increase the Number of Residents (in all 3 years)	33	54
Number Accepted/Year	10 – Boise/YR 2 – Caldwell/YR	12 – Boise/YR (36 Total) 3 – Caldwell/YR (9 Total)
Immediate (1-2 Years) Planned expansion for RTT's	0 – Twin Falls/Jerome	1 – Twin Falls/Jerome/YR (3 Total) (by 2010)
Future Planned Expansion for RTT's (3-5 Years)	0 – Central Idaho 0 – Northern Idaho	1 – Central Idaho/YR (3 Total) 1 – Northern Idaho/YR (3 Total)
Number of Family Medicine Accepted at FMRI/Year	12 – FMRI (Boise)	18 – FMRI (Boise and RTT's)

F. Explanation of Funding Request

Residency positions are funded through multiple sources which include the sponsoring hospitals, Medicare Graduate Medical Education funds, clinical receipts and grants. Each new position costs approximately \$70,000. Additional family medicine residents require additional faculty, staff and facilities. These funds increase entry positions from 12 per year to 18 per year and total in training by six per year. FMRI is actively seeking other sources of funding to expand fully to a total entry of 18 residents per year. FMRI is requesting a state contribution to these expansion plans of \$100,000 per year in Fiscal Year 2009-2010, \$200,000 per year in Fiscal Year 2010-2011, and \$300,000 per year in Fiscal Year 2011-2012 to meet these anticipated expansion costs. These expansion costs would be prorated based on the number of residents in training and distributed to our Boise program and to the Pocatello program.

Agency Support

This residency expansion plan has the full support of the Idaho Medical Association (IMA), the Idaho Medical Association Medical Education Affairs Committee, and the Idaho Academy of Family Physicians. FMRI will present the plans to the full house of delegates of the IMA in August of this year in the form of a resolution. The expansion plan will also be presented to the Idaho Hospital Association who have previously strongly supported rural training tracks and continue to support residency education in their hospitals.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? **Ongoing appropriated funding is requested to support additional residency seats for FMRI to expand and implement rural training track residency programs as mentioned above.**
2. What resources are necessary to implement this request?

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. **See above.**
- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. **NA**
- c. List any additional operating funds and capital items needed. **NA**
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc. **See above.**
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted? **See above.**
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first. **This is a new request for ongoing appropriated funding.**

Summary

FMRI has been in the business of training outstanding family physicians and providing excellent patient care services throughout the State of Idaho for over 33 years. In an effort to meet the projected primary care workforce needs for Idaho and to honor the request from Governor Otter, FMRI presents this maintenance and expansion plan for the training of family physicians for the State of Idaho.

The request is for an increase in state funding of \$330,000 per year starting in FY 2009-2010 for maintenance costs. In addition, to expand the growth of training family physicians for the State of Idaho and additional expansion amount of \$100,000 per year in FY 2009-2010; \$200,000 per year in FY 2010-2011; and \$300,000 per year for FY 2011-2012 is being requested. This expansion amount will be prorated based on the number of residents in training and distributed to each program.

This will increase the production of family physician training from 12 to 18 family physicians per year which is the same 33% increase projected to be needed to help meet Idaho's projected family physician workforce needs. Therefore, the requested amount from the State of Idaho would be as follows:

	Current Funding (2008-2009)	Maintenance Funding	Prorated Expansion Funding (Approximately)	Total Funding
FY 2009-2010	\$887,528	\$330,000	\$67,000	\$1,254,528
FY 2010-2011		\$330,000	\$134,000	\$1,321,528
FY 2011-2012		\$330,000	\$200,000	\$1,387,528

The Family Medicine Residency of Idaho greatly values the support of the State Board of Education and the collaborative partnership we have formed in producing superb family physicians and providing excellent patient care to the citizens of Idaho!

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs

Agency No.: 515

FY 2010 Request

FUNCTION: UofU Medical Education

Function No.: 04

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01	Title: Additional Student Seats			Priority Ranking 1 of 1	
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. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	75,000				75,000
LUMP SUM:					
GRAND TOTAL	75,000				75,000

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

Idaho Code §33-3720 authorizes the State Board of Education to enter into contractual agreements to provide access for Idaho residents to qualified professional studies programs, and specifically, the University of Utah (UofU) Medical Education Program (33-3717B(7)).

The Idaho UofU Medical Education Program provides eight entering Idaho students with the opportunity to complete their medical training through the University of Utah School of Medicine. Idaho has been involved with the UofU program for 30 years beginning with an association through the WICHE program and then through the current contract. In 2005 Idaho ranked 47th out of 50 states in the number of physicians per population, and Idaho's population is projected to grow to 1.8 million by 2020. With the current 32 seats (8 per year X 4 years) for Idaho UofU, qualified Idaho students have a one in six chance of getting into a state-supported medical school education, compared to a one in three chance on the national average. This means that

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

for every top student admitted to UofU, five other talented Idaho students have to leave the state to pursue medical training.

The number of state-supported medical student seats needs to grow substantially over the next ten years in order to address the medical needs of Idaho. We request that Idaho start by restoring the remaining two UofU seats from the original state allocation and contract (to a total of 10 entering Idaho UofU seats in FY2010), and then develop a plan for continued growth in medical student seats for Idaho residents in the years to come.

2. What resources are necessary to implement this request?

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

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

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

In FY2010, funding is required for 2 additional first year student fees. Additional funding will be requested each year, as the students advance and others enter the program over the next 3 fiscal years.

FY2010 2nd year @ \$37,450 X 2 Students

FY2011 3rd year @ \$37,450 X 2 Students

FY2012 4th year @ \$37,450 X 2 Students

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

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

This request is for on-going funds.

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

Initially, each year, 2 additional talented and qualified Idaho pre-med students will be served by this request, as they gain financial support from the State to pursue their potential to become medical doctors. An increase of two medical student seats in the first year UofU program will also increase the Idaho State contract with the University of Utah School of Medicine, as those additional students continue into years 2 through 4 of their medical school education. Overall, eight medical student seats (2 additional seats for each of four years) would be added to the UUSOM contract between FY2010 and FY2013. This will necessitate similar budget requests in those outlying years.

After the students' training is complete, Idaho residents stand to benefit from this medical education funding, as Idaho physicians set up practice in their home state, serving the people who helped make it possible for them to become doctors. UofU increases the likelihood that students will return to Idaho communities to practice.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Health Education Programs

Agency No.: 515

FY 2010 Request

FUNCTION: Psychiatry Residency

Function No.: 08

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.01		Title: Additional Funding			Priority Ranking 1 of 1
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. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	22,900				22,900
LUMP SUM:					
GRAND TOTAL	22,900				22,900

The 2007 Legislature appropriated \$40,600 in HB 312 to the Psychiatry Residency Program in the State Board of Education. The Interim Committee on Mental Health and Substance Abuse recommended the state to fund 10% of the cost and to phase-in the state's commitment over four years. This request is for the third year in the amount of \$22,900 as provided in Fiscal Note of HB 312.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Line Items: Agencies

Line Items for the Agencies are summarized on the next page.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Agency Summary
Fiscal Year 2010 Line Items
Grouped by Agency in Priority Order

		FTP	General	Other Funds	Total
	Detail Page				
1	Office of the State Board of Education				
2	FY 2009 Appropriation	28.00	5,127,000	8,850,800	13,977,800
3	1 New/Expanded Programs: Charter Commission 4	1.00	15,100		15,100
4	4				-
5	FY 2010 Total Line Items	1.00	15,100		15,100
6	Percentage of FY 2009 Appropriation	3.57%	0.29%	0.00%	0.11%
7					
8	Idaho School for the Deaf and the Blind				
9	No Line Items Requested				
10					
11	Professional-Technical Education				
12	FY 2009 Appropriation	547.10	54,899,400	10,989,600	65,889,000
13	1 Maintenance/Infrastructure: Secondary Added Cost Workload Adjustment 7		330,200		330,200
14	2 Effectiveness, competitiveness, efficiency: Capacity Building 10		89,700		89,700
15	3 New/Expanded Programs: Proprietary Schools 13	2.00	154,100		154,100
16	4 New/Expanded Programs: Postsecondary Program Expansion 15	11.00	1,106,700		1,106,700
17	5 Maintenance/Infrastructure: Live Fire Training Simulator 21		708,000		708,000
18	6 Effectiveness, competitiveness, efficiency: Instructional Equipment 24		498,900		498,900
19	FY 2010 Total Line Items	13.00	2,887,600		2,887,600
20	Percentage of FY 2009 Appropriation	2.38%	5.26%	0.00%	4.38%
21					
22	Idaho Division of Vocational Rehabilitation				
23	FY 2009 Appropriation	151.00	8,520,900	16,774,100	25,295,000
24	1 New/Expanded Programs: Extended Employment Funding 26		500,000		500,000
25	2 New/Expanded Programs: Female DOC Counselor Funding 29		125,000		125,000
26	3 New/Expanded Programs: Expand Outreach Services 32		35,000		35,000
27	FY 2010 Total Line Items		660,000		660,000
28	Percentage of FY 2009 Appropriation	0.00%	7.75%	0.00%	2.61%
29					

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Agency Summary
Fiscal Year 2010 Line Items
Grouped by Agency in Priority Order

			FTP	General	Other Funds	Total
	Program/Priority/Line Item	Detail Page				
30	Idaho Public Television					
31	FY 2009 Appropriation		57.00	3,530,300	6,018,300	9,548,600
32	1 New/Expanded Programs: Idaho Experience Documentaries	35	3.00	314,600		314,600
33	2 New/Expanded Programs: Idaho Legislature Live/Multimedia Personnel	38	2.00	120,000		120,000
34	FY 2010 Total Line Items		5.00	434,600		434,600
35	Percentage of FY 2009 Appropriation		8.77%	12.31%	0.00%	4.55%
36						
37	Idaho State Historical Society					
38	FY 2008 Appropriation		49.02	3,347,200	2,342,300	5,689,500
39	1 Effectiveness, competitiveness, efficiency: Community Enhancement Grants	41		50,000		50,000
40	2 Effectiveness, competitiveness, efficiency: Development Director	46	1.00	109,000		109,000
41	3 Effectiveness, competitiveness, efficiency: Records Study	51		60,000		60,000
42	4 Maintenance/Infrastructure: Website Redesign	52		30,000		30,000
43	5 Effectiveness, competitiveness, efficiency: Communications and Marketing Program	55		100,000		100,000
44	6 Effectiveness, competitiveness, efficiency: Collections development and stewardship	59		80,000		80,000
45	7 Maintenance/Infrastructure: Historic Structures Maintenance Craftsperson	62	1.00		39,800	39,800
46	8 Maintenance/Infrastructure: Compact mobile shelving	65		500,000		500,000
47	FY 2010 Total Line Items		2.00	929,000	39,800	968,800
48	Percentage of FY 2009 Appropriation		0.04	27.8%	1.7%	17.0%
49						
50	Idaho Commision for Libraries					
51	FY 2009 Appropriation		45.50	4,269,300	1,596,600	5,865,900
52	1 New/Expanded Programs: Read to Me	67	1.00	650,900		650,900
53	FY 2010 Total Line Items		1.00	650,900		650,900
54	Percentage of FY 2009 Appropriation		2.20%	15.25%	0.00%	11.10%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Office of the State Board of Education

Agency No.: 501

FY 2010 Request

FUNCTION: OSBE Administration

Function No.: 02

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ACTIVITY:

Activity No.:

Original Submission X or
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A: Decision Unit No: 12.01		Title: Charter Commission Assistant			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries	74,756				74,756
2. Benefits	28,485				28,485
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	104,241				104,241
OPERATING EXPENDITURES by summary object:					
1. Communication Services	800				800
2. Employee Development	1,600				1,600
3. In-State Travel	18,000				18,000
4. Out-of-State Travel	2,000				2,000
5. Supplies	100				100
6. Rentals and Leases	5,940				5,940
7. Non-State Employee Expense	3,150				3,150
8. Miscellaneous Expense	1,100				1,100
TOTAL OPERATING EXPENDITURES:	32,690				32,690
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	136,931				136,931
CURRENT ALLOCATION	121,800				121,800
ADDITIONAL FUNDS REQUESTED	15,131				15,131

BUSINESS AFFAIRS AND HUMAN RESOURCES
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How connected to institution/agency and Board strategic plans:

I.C. § 33-5213(1) It shall be the responsibility and duty of the executive director of the state board of education acting at the direction of the [public charter school] commission to administer and enforce the provisions of this chapter, and the director or his designee, shall serve as secretary to the commission.

Description:

The chart above illustrates the Public Charter School Commission's entire proposed budget for FY 2010. Most of these funds have already been allocated to the Commission; however, they were originally allocated primarily for personnel costs. The chart demonstrates a necessary shift of funds from personnel costs to operating expenditures.

Currently, the Commission has one, dedicated staff person housed in the Office of the State Board of Education. The Commission anticipates that by FY 2010, this staff person will require a part-time administrative assistant. OSBE staff recommends that, to reduce benefit costs and probability of high employee turnover, the Board request expansion of a current group administrative assistant position to a full time position, rather than requesting a second, part time position. Personnel costs representing half of 1 FTE are included in the chart.

The Commission is currently allocated \$111,800 for personnel costs and \$10,000 for operating expenditures. The Commission requests that these existing funds be reallocated to allow for increased operating expenditures while reflecting more accurate personnel costs.

Additionally, the Commission seeks approval of a line item request for an additional \$15,131 for operating costs. This would provide the Commission a total FY 2010 budget of \$136,193, split between personnel costs of \$104,241 and operating expenditures of \$32,690.

The number of public charter school petitions in Idaho is expected to increase due to enhanced technical assistance offered by the State Department of Education and continued expansion of the charter school movement nationwide. Meanwhile, a statewide trend of school districts referring charter school petitions to the Commission for authorization indicates that the Commission will be responsible for the oversight of up to 28 public charter schools by FY 2010. Responsible oversight of these schools will require lengthier Commission meetings and additional in-state travel for required site visits. Additionally, staff workload will increase with the number of petitions considered and schools authorized.

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?

\$15,131 is requested for operating costs. See description above for details regarding the need for re-appropriation of existing funds.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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- c. List any additional operating funds and capital items needed.

An existing group position would be increased to 1.0 FTE (full time). The Public Charter School Commission's budget would pay one-half of the salary and benefits for this position. No additional office space or equipment will be required.

3. **Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.**

The additional operating budget would be required on an ongoing basis. The Public Charter School Commission anticipates that it will almost double the number of schools it currently authorizes by 2010, thereby creating a need for administrative assistance for the Charter Schools Program Manager.

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

The Public Charter School Commission and its staff (1 FTE Charter Schools Program Manager) will be served by this request, resulting in improved customer service and oversight of public charter schools authorized by the Commission. If the request is not funded, Commission staff will not be able to maintain the current level of oversight and speed of customer service due to insufficient manpower.

5. **If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.**

This item was not requested in the FY 2009 budget request.

6. **Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.**

The following graph illustrates anticipated growth in the number of public charter schools authorized by the Public Charter School Commission. Due to increased technical support from the State Department of Education, renewed interest among Idaho's citizens in the establishment of new public charter schools, and a trend toward referral of charter school petitions to the Commission, it is anticipated that the Commission will authorize up to 28 public charter schools by the 2010-2011 school year. Additional funding, particularly for operating expenses, will be required to provide quality oversight of these schools.

School Year	2007-2008	2008-2009	2009-2010	2010-2011
Commission-authorized schools	14	16	20 to 22	24 to 28
New petitions/transfers	4	4 to 6	4 to 6	4 to 6

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Division of Professional Technical Education

FUNCTION: General Programs

ACTIVITY:

Agency No.: 503

Function No.: 02

Activity No.:

FY 2010 Request

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Original Submission X or

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Secondary Added Cost Workload Adjustment					
A: Decision Unit No: 12.01	Title: Adjustment				Priority Ranking 1 of 6
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. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	330,200				330,200
LUMP SUM:					
GRAND TOTAL	330,200				330,200

How connected to institution/agency and Board strategic plans:

Goal 2, Objective 1: Expand high demand training programs identified by advisory councils.

Historically, this is a maintenance level request. This funding request addresses the additional cost of new and expanded programs that have been requested for FY09 by school districts. School districts are required to submit an application to start new programs by February 15. These applications are reviewed by the State Division of Professional-Technical Education (SDPTE) staff to ensure that the proposed program has met the requirements. The secondary workload adjustment formula drives the added-cost funds for all approved professional-technical programs. Since all programs that meet the criteria get to participate in the funding formula, this funding is essential for existing programs to maintain their existing funding levels.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Performance Measure: Number of Idaho high school professional-technical programs. It is projected that the total number of program units will increase from 778.6 to 812.0.

Description:

Every high school in Idaho (excluding charter schools) has at least one professional-technical program. Nearly every student enrolls in at least one professional-technical program and many enroll in more than one program during their high school experience. The secondary workload adjustment is designed to help pay for the increased added-costs of instruction including extended contracts, travel expenses, purchased services, specialized materials and supplies, new equipment and equipment replacement needs. A total of 812.0 program units are projected for FY 2009; an increase of 33.4 units over FY 2008.

To ensure that existing high school PTE programs are funded at the same level, and the new and expanded programs are funded, the secondary workload adjustment request for FY 2010 is \$330,170.

Questions:

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

This was a non-appropriated line item for FY09 ranked as the #1 priority. Each year Idaho high schools submit requests for new secondary professional-technical programs. The IDPTE program managers work with school officials to develop occupational and exploratory programs that are relevant and meet the essential components of an approved PTE program. This request will fund the additional costs incurred based on the new PTE programs requested in FY09 and projected for FY10.

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

Based on requests for new high school professional-technical programs, it is anticipated that the school districts will implement these programs and IDPTE will incur additional demands on funds. This request will provide resources for the additional costs of new

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

and expanded PTE programs that have met the requirements and been approved by SDPTE.

The secondary workload adjustment formula drives the added-cost funds for all approved high school professional-technical programs. Since all programs that meet the criteria get to participate in the funding formula, this funding is essential for existing programs to maintain their current funding levels.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was a non-appropriated item in the FY 2009 budget. The numbers have changed because this budget reflects two years of program growth at the high school level, whereas the FY 2009 budget request reflected one year of anticipated growth.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Division of Professional-Technical Education

FUNCTION: Postsecondary Programs

ACTIVITY:

Agency No.: 503

Function No.: 03

Activity No.:

FY 2010 Request

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A: Decision Unit No: 12.02		Title: Capacity Building			Priority Ranking 2 of 6
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	67,300				67,300
2. Benefits	22,400				22,400
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	89,700				89,700
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	89,700				89,700

How connected to institution/agency and Board strategic plans:

Goal 2, Objective 2: Maintain quality programs and options available through the technical college system.

This budget request supports increased enrollment in professional-technical programs through the use of a capacity building factor approved by the Board and Legislature. This decision unit distributes funds by a formula that targets areas with greatest need and rewards institutions that make the best use of current funding. These funds will be used to expand existing programs, implement new programs, increase services, and develop distance learning options in order to serve the students enrolled in professional technical programs.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

During FY 2007, 770 Tech Prep students were enrolled at the postsecondary level; an increase of 84 Tech Prep students enrolled in FY 2006. This amount is 10.24% of the number of high school juniors and seniors enrolled in Tech Prep in FY 2007. The number of high school juniors and seniors enrolled in Tech Prep during FY 2006 was 7522. Considering an increase of 84 tech prep students at the high school level, and a transition rate of 10.24%, this would total 8.4 students; rounded to 9.0. The additional 9 students at the \$9,965 amount results in an increased need of \$89,685. Therefore, the Division is requesting \$89,685 for capacity building purposes in FY 2010.

The on-going funding of \$89,685 will be distributed as follows:

Institutions	FTP	Amount
BSU	0.35	19,499
CSI	0.33	18,303
EITC	0.34	18,811
ISU	0.24	12,927
LCSC	0.21	11,485
NIC	0.16	8,660
TOTALS	1.63	89,685

This budget request will assist the technical colleges to maintain and develop new and expanded programs and/or services for the technical college students. This funding is necessary to meet the demands for technical programs to meet student and industry demand. Any new programs will be required to submit a Notice of Intent (NOI) to the State Board of Education as required by SBOE policy. The NOI's are reviewed by the State Division of Professional-Technical Education (SDPTE) staff to ensure that the proposed program has met the requirements.

Performance Measure: Number of postsecondary tech prep students served by Idaho postsecondary professional-technical programs. It is projected that the total number of postsecondary tech prep students will increase 5% from 770 to 808.

Description:

Every high school in Idaho (excluding charter schools) has at least one professional-technical program. Nearly every student enrolls in at least one professional-technical program and many enroll in more than one program during their high school experience. The secondary workload adjustment is designed to help pay for the increased added-costs of instruction including extended contracts, travel expenses, purchased services, specialized materials and supplies, new equipment and equipment replacement needs. A total of 812.0 program units are projected for FY 2009; an increase of 33.4 units over FY 2008.

To ensure that existing high school PTE programs are funded at the same level, and the new and expanded programs are funded, the secondary workload adjustment request for FY 2010 is \$330,170.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

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

This was not requested for FY09 because of postsecondary enrollment numbers. This request is ranked as the #2 priority for FY10. Capacity building has been a regular maintenance and/or line item request for many years. This funding helps to maintain existing levels of programs and student services at the six technical colleges.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This is on-going funding. The distribution is listed on the previous page.

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

Students enrolled in the six technical colleges are being served by this request. This request will provide the needed funding to maintain, develop and expand programs and student services at the technical colleges. The ability of institutions to maintain up-to-date, quality programs is an on-going challenge for the technical colleges.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was not requested in the FY 2009 budget because of postsecondary enrollment numbers. The tech prep enrollments have increased and therefore we are now requesting capacity building funds for the six technical colleges.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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**AGENCY: Division of Professional-Technical
Education**

FUNCTION: Related Services

ACTIVITY:

Agency No.: 503

Function No.: 05

Activity No.:

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A: Decision Unit No: 12.3		Title: Proprietary Schools		Priority Ranking 3 of 6	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	127,800				127,800
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:	26,300				26,300
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	154,100				154,100

How connected to institution/agency and Board strategic plans:

Goal I - Objective 6 – Provide workforce development systems with information and resources needed to make informed decisions about education and training.

Description:

The addition of the proprietary school staff will enable the Division of Professional-Technical Education to provide oversight of proprietary schools operating in Idaho.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Questions:

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

This is a request for 2 FTP to provide proprietary school oversight. State law requires proprietary schools in Idaho to register and meet certain requirements. Currently there is virtually no oversight or follow-up to the registration process. Requirements in the current law simply cannot be monitored without additional personnel. The legislature appropriated one-time funds for a temporary position to perform oversight during FY 2009. A 1.0 FTP Proprietary Schools Coordinator, .50 FTP Field Investigator and .50 FTP administrative support position would be necessary to provide sufficient oversight of proprietary schools operating in Idaho in subsequent years.

2. What resources are necessary to implement this request?

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

1.0 FTP Proprietary School Coordinator; .50 Field Investigator; and .50 FTP Administrative Support

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

None

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

None

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

None

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

Customers of proprietary schools that operate in Idaho and proprietary schools that wish to operate in Idaho in the future. If funding is not provided the current and any proposed laws governing proprietary schools could not be monitored nor implemented.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Division of Professional-Technical

Education

FUNCTION: Postsecondary
Programs

Agency No.: 503

Function

No.: 03

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ACTIVITY:

Activity No.:

Postsecondary Program					
A: Decision Unit No: 12.04	Title: Expansion			Priority Ranking 4 of 6	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	11.0				11.0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	695,200				695,200
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:	158,000				158,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:	253,500				253,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,106,700				1,106,700

How connected to institution/agency and Board strategic plans:

Goal 2, Objective 1: Expand high demand training programs identified by advisory councils.

Goal 2, Objective 3: Support underserved regions and develop quality programs and services.

Goal 2, Objective 6: Strengthen relationships with industries, agencies, and economic development entities.

Goal 3, Objective 4: Develop professional-technical education programs using industry standards, licensure and certification requirements, and employer expectations.

This budget request would provide funding to begin or expand professional-technical programs in Idaho's six technical colleges. The demand for workers in the professional and skilled trades has been consistent throughout the regions of Idaho. Many of the fastest growing Idaho jobs that are both high demand and high wage are clustered around health care, manufacturing, and

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

technical occupations. Many of these jobs in require a PTE certificate, Associate Degree or specialized training and/or licensure.

Technical education is becoming the new minimum requirement for the majority of jobs in Idaho and the US. The continued success of Idaho's economy depends on an increasing supply of professional and technically trained employees and entrepreneurs. Professional-Technical Education is Idaho's primary source of these workers. The past few years have been challenging for the technical colleges. Budget pressures and low unemployment have resulted in a focus on maintaining existing programs - with limited funding available for growing new programs. As the economy slows, the demand for technical education increase as workers look to upgrade and/or develop their job skills to reflect opportunities in the workplace. This budget request addresses both the expansion of existing programs (nursing and health) and the need to develop new programs based on regional labor market demands (energy systems technicians & dental hygiene). Specific programs that will be targeted include those related to nursing, allied health occupations, energy systems technician, dental hygiene, and medical assistant. Funds for the new programs will be distributed based on applications made to the State Division of Professional-Technical Education. This request would serve Idaho citizens and employers by providing trained workers in high demand occupations. This will provide living wage jobs for Idaho citizens and assist in economic development in the regions of the state. It would also serve the businesses that depend on a trained workforce in order to remain competitive.

Distribution will be as follows:

Institutions	FTP	Personnel	Operating	CapOutlay	Total
CWI	3.0	206,250	43,015	85,000	334,265
CSI	1.0	64,000	5,000	10,000	79,000
EITC	1.0	55,060	3,200	3,500	61,760
ISU	3.0	187,500	33,000	90,000	310,500
LCSC	2.0	128,425	16,750	10,000	155,175
NIC	1.0	54,000	57,000	55,000	166,000
TOTALS	11.0	695,235	157,965	253,500	1,106,700

The new programs will be required to submit a Notice of Intent (NOI) to the State Board of Education as required by SBOE policy. The NOI's are reviewed by the State Division of Professional-Technical Education (SDPTE) staff to ensure that the proposed program has met the requirements.

Performance Measure: Number of students served by Idaho postsecondary professional-technical programs. It is projected that the total number of program FTE will increase from 3808 to 4108.

Description:

Aligning technical program opportunities for students with the demands of the regional workforce is an on-going challenge. This budget request would provide funding to begin or expand professional-technical programs in Idaho's six technical colleges based on regional labor market demands. The demand for workers in the professional and skilled trades has been consistent throughout the regions of Idaho. The request from each institution is included in this document with the exception of Boise State University, Selland College of Applied Technology as is planned to move to the College of Western Idaho in FY10. The programs listed for

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

CWI/BSU are important to the growth and expansion of the PTE programs following the move to CWI. Demand for education and training in the fastest growing Idaho jobs that are both high demand and high wage will likely increase throughout the rest of this decade. Many of these jobs will require postsecondary education, but something less than a 4-year degree.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
This was a non-appropriated line item for FY09 ranked as the #5 priority. Each year the Idaho Division of Professional-Technical Education works with the six technical colleges to identify programs for expansion that align with regional labor demands. The IDPTE program managers work with school officials to develop occupational programs that are relevant and meet the essential components of an approved PTE program. This request will fund the additional costs for the priority program at each technical college for FY10.
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
The budget template for each institutional request is included in this document.
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
Students enrolled in the six technical colleges are being served by this request. This request will provide the needed funding to develop and expand programs and student services at the technical colleges. The ability of institutions to maintain up-to-date, quality programs is an on-going challenge for the technical colleges.
5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item was a non-appropriated item in the FY 2009 budget. The attached information provides information on changes in priorities at the institutional level.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

College of Western Idaho – Program Expansion Request FY 2010

AGENCY: Professional-Technical Education
FUNCTION: Postsecondary
Programs

Agency No.: 503
 Function
 No.: 03

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ACTIVITY:

Activity No.:

A: Decision Unit No:		Title: Nursing			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				
PERSONNEL COSTS:					
1. Salaries	165,000				165,000
2. Benefits	41,250				41,250
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	206,250				206,250
OPERATING EXPENDITURES by summary object:					
1. Travel & Professional Dev	13,015				13,015
2. Supplies and Materials	30,000				30,000
TOTAL OPERATING EXPENDITURES:	43,015				43,015
CAPITAL OUTLAY by summary object:					
1.	85,000				85,000
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	334,265				334,265

The Larry G. Selland College of Applied Technology at Boise State University will transfer to the College of Western Idaho effective FY10. With the creation of CWI, it was the intent of Boise State University to no longer deliver professional-technical education programs and services. Therefore, CWI requested and was approved the designation as the technical college for the Region III service delivery area. This update submitted to the Idaho Division of Professional-Technical Education Strategic Plan for the Selland College has been developed in collaboration with CWI and represents CWI's plans for professional-technical education in FY10.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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College of Southern Idaho – Program Expansion Request FY 2010

AGENCY: Professional-Technical Education
FUNCTION: Postsecondary
Programs

Agency No.: 503
 Function
 No.: 03

FY 2010 Request
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ACTIVITY:

Activity No.:

Allied Health On-Line					
A: Decision Unit No:	Title: Development			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	50,000				50,000
2. Benefits	14,000				14,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	64,000				64,000
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials	5,000				5,000
TOTAL OPERATING EXPENDITURES:	5,000				5,000
CAPITAL OUTLAY by summary object:					
1. hardware/software	10,000				10,000
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	79,000				79,000

How connected to institution/agency and Board strategic plans:

PTE Goal 1.1

Promote initiatives that improve the quality of professional-technical education in Agriculture Science and Technology, Business and Office Technology, Career Guidance, Emergency Services Training, Family and Consumer Sciences, Health Professions, Trade and Industry, and Workforce and Technical Training.

PTE Goal 2.2

Provide distance learning opportunities to expand workforce development training.

CSI Goal 1.1

Provide access to CSI programs, resources, and services.

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CSI Goal 2.1.7

Employ innovative and effective instructional strategies.

Rationale for Allied Health On-Line Development

The College of Southern Idaho currently participates in the use of curriculum through Lewis-Clark State College for the delivery of Introduction to Allied Health ALLH202. The curriculum is delivered on-line in asynchronous fashion via “Web-CT” technology. The College of Southern Idaho proposes to develop a similar curriculum that can be delivered in an on-line environment using its current version of Black Board as the delivery platform. Although “Web-CT” and Black Board are owned by the same parent company, they are not compatible and material cannot be imported or exported between the two platforms, necessitating the proposed course design.

With the ability to deliver ALLH 202 over Black Board, CSI will be able to significantly increase the student count for those participating in the course, both within our eight-county service region and in affiliation with other educational entities such as the Idaho Digital Learning Academy. Material and personnel costs to develop the course, as well as staffing costs to support increasing student enrollment, are both included in a line item of \$79,000 to fund this project.

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AGENCY: Division of Professional-Technical Education

FUNCTION: General Programs

ACTIVITY:

Agency No.: 503

Function No.: 02

Activity No.:

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A: Decision Unit No: 12.05		Title: Live Fire Training Simulator			Priority Ranking 5 of 6
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. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Live Fire Simulator					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	708,000				708,000
LUMP SUM:					
GRAND TOTAL	708,000				708,000

How connected to institution/agency and Board strategic plans:

This mobile live-fire training and testing simulator will provide the equipment and technology needed to train and test structural firefighters to meet the current industry standards. Goal 3, Objective 5 (SBOE 3-4).

Description:

The Division of Professional Technical Education (PTE) provides resources for the training of emergency service personnel across the state. The National Fire Protection Association (NFPA) Standard #1001 for firefighter qualification was updated in 2002 and now requires the ability to provide live-fire training and testing. This request would provide new equipment to meet the new NFPA Standard. The equipment would be housed at one of the technical colleges and would be moved around the state to provide training for the fire service community.

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Fire departments in many Idaho communities have attempted to provide live-fire training for their personnel using acquired structures. This practice is becoming increasingly more difficult due to environmental regulations. It is also very dangerous because it is extremely difficult to effectively control a fire's behavior inside ordinary construction once it has been set. Nationwide, a dozen or more firefighters are killed or seriously burned in live-fire training accidents every year.

More than 80% of the fire protection in Idaho is provided by volunteers or paid-per-call personnel who protect their communities with little or no compensation for their services. This request would provide them with the training and testing necessary to do their jobs safely.

Questions:

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

This request is for a one-time purchase of \$708,000 for a mobile live-fire training simulator.

Live-fire training is needed to better prepare firefighters to safely and effectively respond to fire emergencies and protect the lives and property of Idaho's citizens. It will allow Professional-Technical Education to provide realistic training that is compliant with Nationally-recognized Standards. The majority of Idaho's fire service does not have access to this type of training. Many of Idaho's volunteer fire departments are unable to send their personnel to attend this training due to cost and work schedules that require access only on weekends or evenings. The training also needs to be located conveniently to minimize travel time and expense.

The coordination of this training will be handled by existing staff in the Emergency Services Training section of Professional-Technical Education. There is no funding for this training in the existing base.

2. What resources are necessary to implement this request?

In FY2010 there are no other resources needed beyond the one-time purchase of the Live-Fire Training Simulator. However, ongoing operating expenses will be needed in the future. It is anticipated that this funding would be requested in FY2011.

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In FY 2011 it is estimated that \$264,700 will be needed to cover the annual operating costs of fuel, maintenance, supplies, and other instructional costs incurred while providing live fire training with the mobile simulator. It is a possibility that the ongoing operating expenses could be covered in cooperation with the Idaho Fire Marshall's Office.

The operating budget will begin in 2011 because there is a twelve-month waiting period while the training simulator is manufactured.

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

\$90,200 is needed for one FTP to transport and operate the live-fire training simulator.

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

None

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

\$174,500 in additional funds will be needed beginning in FY 2011 to cover the annual operating costs of fuel, maintenance, supplies, and other instructional costs incurred while providing live fire training with the mobile simulator.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

None

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

This live-fire training simulator is designed to meet the training requirements of Idaho's structural firefighters, allowing them to safely and realistically train to protect the lives, and property of Idaho's citizens. If funding is not secured for this initiative, firefighters will not be adequately trained or prepared to safely perform their firefighting and property conservation duties for the citizens of Idaho.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Division of Professional-Technical Education

FUNCTION: Postsecondary Program

ACTIVITY:

Agency No.: 503

Function No.: 03

Activity No.:

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A: Decision Unit No: 12.6		Title: Instructional Equipment			Priority Ranking 6 of 6
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:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Various					
TOTAL CAPITAL OUTLAY:	498,900				498,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	498,900				498,000

How connected to institution/agency and Board strategic plans:

This decision unit meets the Professional-Technical Education's Strategic Plan 2005-2009 Goal 1. Quality – Provide leadership and technical assistance that will continually improve the quality of Idaho's professional-technical education system.

Description:

This request addresses ongoing requirements to provide state of the art equipment and technology to insure that instruction and training is current with business and industry certification standards. Many of the teaching laboratories in the technical college system are quickly becoming outdated as industries and technologies evolve. The technical colleges must keep their instructional equipment current in order to provide quality industry relevant training necessary to compete in a global marketplace.

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Distribution will be as follows:

BSU	\$100,293
CSI	\$ 76,057
EITC	\$ 67,549
ISU	\$140,965
LCSC	\$ 55,536
NIC	\$ 58,501

Questions:

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

This request is submitted in an effort to sustain the level of training that is needed by graduates as they compete for jobs following graduation. The percentage of budget dedicated to instructional equipment has steadily declined from FY 1997 levels of 6.3% to a low of 2.2% in FY 2009. This request would increase the percentage of budget dedicated to instructional equipment to 4%. Last year's one time appropriations, although definitely needed and beneficial, did not ensure the ongoing need to maintain state of the art instructional equipment. Funds will be distributed based on the institution's relative FY 2009 instructional base.

2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service. None

Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. None

- b. List any additional operating funds and capital items needed. None
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

None

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

Students enrolled in postsecondary professional-technical education programs.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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AGENCY: Division of Vocational Rehabilitation

Agency No.: 523

FY 2010 Request

FUNCTION: Extended Employment

Function No.: 05

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ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.01		Title: Extended Employment Funding			Priority Ranking 1 of 3
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	500,000				500,000
LUMP SUM:					
GRAND TOTAL	500,000				500,000

How connected to institution/agency and Board strategic plans:

Strategic Plan Goal II:

This request will increase access of services for the significantly disabled served by the Extended Employment Services program. With the additional funds, approximately 125 individuals will be removed from the waiting list based on an average cost of \$4,000 per individual per year.

Performance Measure: Number of clients added to the program from the waiting list. The additional T&B funds will remove 125 people from the waiting list.

Benchmark: One individual per \$4,000 annually.

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Description:

The Extended Employment program provides long term support for significantly disabled individuals. This program has been managed by IDVR for the last three years, having been transferred from Health & Welfare. Support is provided by oversight within a protected environment or by job coaches at a job site in the community, providing any necessary support from a few hours per week to full time support giving job training to the employee and insuring the employer of work task completion. This program is important to maintain as studies have shown that individuals who maintain employment need fewer state and federal support services.

The most significant challenge facing the program is a matter of resource shortage.

Since IDVR began management of the program:

- Employment placement has increased by over 30%, from approximately 900 to 1,176 in 4 years.
- The waiting list has increased by nearly 60% from 175 to approximately 300 individuals in 4 years.
- Approximately 240 individuals have been moved off the waiting list in the last year.

Growth in the waiting list is related to several factors: rapid state population growth, a better managed program with an improving reputation, and a backlog of pent up demand for the employment services.

In order to eliminate the current waiting list, funding of \$1.2 million dollars is needed, but significant progress can be made by an addition of \$500,000 to the program.

- Focus area 1: Shifting the program toward community supported employment, about 10% less expensive than supported employment in a customized, protected environment.
- Focus area 2: Moving clients more rapidly through the system.

The second significant challenge is that the number of providers of service recently grew from 22 to 30 providers with the number expected to further increase over the next few years. The new providers do not have funds designated to provide services to our clients since present resources could only be taken from long-standing providers for redistribution to the new providers. An increase in funds will allow for the use of new providers as individuals needing support choose these providers for their employment support.

IDVR will continue to seek service improvements through various methods such as the recent Round Table discussion established among representation from IDVR, Co-Ad, the DD Council, the Idaho Association of Community Rehabilitation Programs, the Vocational Providers of Idaho, and the State Independent Living Council.

Questions:

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

\$500,000 of Trustee & Benefit funding to provide additional resources to Community Rehabilitation Providers to reduce the number of clients on the waiting list. With the average annual cost per client of \$4,000, the Division will be able to move 125 or 40% of the clients off the waiting list. Since its transfer to the VR, the program's waiting list has grown from 175 to 300, a growth of nearly 60% in four years. The Extended Employment program provides long term support for significantly disabled individuals. This program is important

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to maintain as studies have shown that individuals who maintain employment need fewer state and federal support services.

The agency currently has 2 FTPs for this activity with \$4,321,200 of State General Funds in the base.

2. What resources are necessary to implement this request?

\$500,000 of State General Funds

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

No new positions requested.

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

Current staff in this program will implement and monitor progress.

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

No additional operating funds or capital items needed.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This is an ongoing request for \$500,000 of State General Funds.

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

Clients on the Extended Employment Services waiting list – VR's most significantly disabled individuals – would be served. The Division would remove 125 clients off the waiting list and into a program to provide long-term, supported employment. If this is not funded, there will be no reduction in the current waiting list, meaning no vocational service access for the target individuals, therefore, clients will continue to require the use of VR and other state and federal support services.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

n/a

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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AGENCY: Division of Vocational Rehabilitation

Agency No.: 523

FY 2010 Request

FUNCTION: Vocational Rehabilitation

Function No.: 02

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ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.02		Title: Female DOC Counselor Funding		Priority Ranking 2 of 3	
	21%		79%		
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	26,250		98,750		125,000
LUMP SUM:					
GRAND TOTAL	26,250		98,750		125,000

How connected to institution/agency and Board strategic plans:

Goal I and II:

Funding for providing services to female offenders is tied to the Board's strategic plan in Goal I and Goal II. First the funding will provide access to female offenders that easily could be lost in the system without the targeted program.

The quality of services will be noted by a reduction of recidivism rate for the offender receiving services from this funding structure.

Performance Measure: One counselor will provide services to an additional 125 female offenders over the course of one year.

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Bench Mark: The average counselor in IDVR is able to rehabilitate 30 individuals returning them to the workforce with gainful employment. This position will produce a result of 20 successful rehabilitations the first year and move up to 30 rehabilitations by the third year.

Description:

The Idaho Division of Vocational Rehabilitation (IDVR) is in need of a dedicated vocational rehabilitation counselor for female offenders eligible for IDVR services and due to be released from incarceration within a year of determining eligibility for services. Idaho offenders eligible for IDVR services made up nearly 20 percent of our successful rehabilitations in federal fiscal year 2007. This figure has increased in recent years. In general one of our counselors requires about \$125,000 per year for a full caseload of about 125 clients. The funds are used for the direct purchase of services and goods that will lead to full time gainful employment. Examples of expenditures might include, school tuition, psychological therapy, short term training, clothes, tools, transportation costs, and other like services. The number of successful rehabilitations of an average counselor is 30 per year. An average client receives services for about 30 months before the case is closed in a successful employment status and no further services needed. Based on research, vocational stability is one of the key characteristics needed for success for offenders after release. The average income of an offender receiving services from IDVR is competitive in the labor market.

IDVR has had a long and successful working relationship with the Idaho Department of Corrections (IDOC). Several of our counselors work exclusively with correction clients. One of the key elements for reducing recidivism is stable and career oriented employment. When we are successful with a vocational rehabilitation, the state is well served in bringing social stability for the offender and a savings of significant cost by the reduction of offenders that may recidivate without the vocational services.

At the present time, there is a lack of vocational rehabilitation services for female offenders and the Department of Corrections has requested that we provide a dedicated counselor to the female offender population in the Treasure Valley. Though we could provide the FTP, IDVR is unable to provide the funding as resources used for client costs statewide are limited. IDOC is also unable to provide the necessary funds. Adding the cost from our present resources would jeopardize services on a statewide basis potentially causing the development of a waiting list due to the fund shortage referred to as an Order of Selection. The request for the funds is that they be exclusively state resources, as the agency is receiving all the federal funds available for Idaho. The federal funds have been limited in the last two years from the normal legally mandated COLA increases needed to keep up with standard inflationary costs. The COLA has been withheld due to disagreements between the Administration and Congress resulting in continuing resolutions for stagnant funding adding a financial burden to the state agencies. No additional FTP or office costs are requested with this line item as they will be shared between IDVR and IDOC.

Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
\$125,000 of Trustee & Benefit funding to provide a client services budget for a vocational rehabilitation counselor dedicated to the female offender population.
IDVR has 151 FTPs.
T&B General Fund base: \$1,564,600

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T&B Federal Fund base: \$6,797,200

2. What resources are necessary to implement this request?

Only the requested funds to provide case service expenditures. Other infrastructure needs will be provided by the Department of Corrections through current agreements.

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

No new positions are requested.

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

One FTP is redirected to this task. No other operational impact.

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

n/a

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

The budget request is an ongoing cost.

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

The individuals served by this request will be upwards of 150 female offenders per year. It is often a difficult population to serve with frequent failure. IDOC and IDVR work together with these cases. Without the requested funds fewer eligible female offenders from the Department of Corrections will receive services from IDVR. The impact may be noticed in recidivism and less stability for the female offenders released from prison.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

n/a

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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AGENCY: Division of Vocational Rehabilitation

Agency No.: 523

FY 2010 Request

FUNCTION: Epilepsy Services

Function No.: 03

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ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.03		Title: Expand Outreach Services			Priority Ranking 3 of 3
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	35,000				35,000
LUMP SUM:					
GRAND TOTAL	35,000				35,000

How connected to institution/agency and Board strategic plans:

Goal: This request supports the State Board of Education goal I of quality & II for access...

Through the provision of the services quality of life for many with epilepsy will be improved remediation of negative impacts of seizure disorders. In addition under the second goal many adults and students will receive services not otherwise available from other sources.

The performance measure is the delivery of in-services, adjustment counseling for individuals and families, employer information, and referrals for additional information and medical advice.

The benchmark is the decrease in reporting of deleterious problems related to seizure disorders in schools and places of work.

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Description:

The Epilepsy Foundation of Idaho has contracted with IDVR since 1991 to provide epilepsy services in all Idaho counties excluding Ada County. Trained staff provide an array of services including adjustment counseling, education, and referrals to individuals with epilepsy and their families. Foundation staff provide training to employers, in-services to schools and serve as experts to any group or individual affected by someone with a seizure disorder. Approximately one to 1.5 percent of youth have epilepsy and about one percent of most of the adult population are afflicted with the condition. By age 70 about three percent of the population will have a diagnosis of epilepsy. For the fourth consecutive fiscal year, the cost of Idaho epilepsy services has exceeded the contracted funds. These changes are largely due to inflation and increased personnel costs.

Cost of Services in Excess of Contract:

FY 2005	\$27,938 over contract
FY 2006	\$34,755 over contract
FY 2007	\$38,000 over contract

In prior years The Epilepsy Foundation of Idaho has subsidized these costs through donations from the private sector and special event fundraisers. As donations are becoming more and more difficult to achieve, a funding increase of \$35,000 in the contract amount is being requested to more closely reflect actual costs.

The Foundation will continue to seek private funds and increase fundraising efforts as well to continue to subsidize these services.

Questions:

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

\$35,000 to continue outreach services to citizens of the State of Idaho. Funds spent in prior year for outreach services exceeded the contract by \$45,056. This shortfall has been met by reserve funds and private partnerships but reserves are depleted and it is not feasible to continue the subsidy at this level.

Total staffing is 1.75 FTPs for three offices: .75 FTP in Idaho Falls; .50 FTP in Coeur d'Alene; and .50 FTP in the Treasure Valley (not in Ada County). Base is \$70,300, all General Funds.

2. What resources are necessary to implement this request?

\$35,000 of State General Funds to fund Trustee & Benefits.

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

No new positions needed.

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

No human resources will be shifted.

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

n/a

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JUNE 19-20, 2008

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This is an ongoing request for \$35,000 of State General Funds.

4. Who is being served by this request and what are the expected impacts of the funding requested?

Individuals and families from the areas of Eastern Idaho, the Treasure Valley, and Northern Idaho will receive the services. About two thirds of the services from the foundation are directed towards youth especially within schools. In-services, information and referrals are provided to schools, bus drivers, employers, families, and individuals. With the provision of the services the impact of a seizure disorder is expected to be significantly decreased in its normal deleterious effect for individuals.

If this request is not funded who and what are impacted?

An assessment will be made regarding the viability of keeping at a minimum the Coeur d'Alene office open for services. Without the funding in-services to schools, adjustment counseling for individuals and families, and information for employees with seizure disorders on the job will not have services. When education regarding epilepsy is not available for children there is often ridicule, abuse, and general misunderstanding. Such treatment often leaves children psychologically scarred for years resulting in lower performance in school and social settings. Untreated, vocational deficits may also result in yielding a lower standard of living and a greater reliance on public services provided by the taxpayers. Epilepsy is a condition that is not easily understood without trained personnel to provide the complex information of the various seizure conditions.

5. If this is a high priority item, list reason non-appropriated Line Items from FY2009 budget request are not prioritized first.

n/a

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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AGENCY: Idaho Public Television

Agency No.: 520

FY 2010 Request

FUNCTION: Idaho Public Television

Function No.: 01

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ACTIVITY:

Activity No.:

Original Submission X or

Revision No.

A: Decision Unit No: 12.01		Title: Idaho Experience			Priority Ranking 1 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				3.00
PERSONNEL COSTS:					
1. Salaries	127,749				127,749
2. Benefits	55,397				55,397
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	183,146				183,146
OPERATING EXPENDITURES by summary object:					
1. Professional Services	55,000				55,000
2. Administrative Services	10,000				10,000
3. Travel Costs/Specific Use Supplies	32,000				32,000
TOTAL OPERATING EXPENDITURES:	97,000				97,000
CAPITAL OUTLAY by summary object:					
1. Computers	4,500				4,500
2. Vehicle	30,000				30,000
TOTAL CAPITAL OUTLAY:	34,500				34,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	314,646				314,646

How connected to institution/agency and Board strategic plans:

Goal 1.1. The SBOE Goal 1 of Quality is to continuously improve the quality of educational services to Idahoans. IdahoPTV's goal is to increase the amount of channel hours of IdahoPTV-produced programming and Idaho-specific productions.

Description:

For the 2009 legislative session, Governor Otter recommended funding for the Idaho Experience Line Item request. IdahoPTV is again requesting funds and personnel to create a television multi-media series that would examine our state's rich legacy of historical events. This on-going effort would have an extensive Web site component and be aligned with Idaho school curriculum. Similar to the PBS program, THE AMERICAN EXPERIENCE, the series would be produced in a collaborative effort with the Idaho Historical Society and other educational institutions.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

1. What is being requested and why?

Idaho Public Television is committed to presenting Idaho historical stories in a way that preserves and enhances our heritage. Toward that end, we propose to produce two documentaries and related Web sites annually, in the tradition of PBS' AMERICAN EXPERIENCE or AMERICAN MASTERS, and to make them available to students, teachers and the Idaho public.

To date, there are no other known efforts to produce comprehensive multi-media documentaries about influential Idahoans and the forces that shaped our state, similar to what was accomplished with our 2007 ASSASSINATION: IDAHO'S TRIAL OF THE CENTURY.

That award-winning documentary was made possible through the persevering efforts of private individuals and corporations, who helped raise \$100,000 specifically for that project. The hour-long program has aired numerous times throughout the state. Enhanced DVDs have been sent to Idaho's public schools and the award-winning Web site is available to students and researchers alike. It is becoming the repository of information for that important period in Idaho's history.

Using ASSASSINATION as a template, each new documentary will be broadcast several times throughout the state, with unlimited off-air record rights for educational institutions. Enhanced DVDs and web-based media of the programs will be available to the Idaho Commission for Libraries for circulation to libraries throughout Idaho via interlibrary loan. The documentaries will be closed-captioned for the hearing impaired and a companion Web site will be developed to take the program beyond the television screen and enhance educational opportunities for Idaho's teachers and students.

Working together with the Idaho State Historical Society and Idaho's universities and colleges, we will help to conserve Idaho's heritage by preserving valuable, unique documents and artifacts that are presently stored in the partners' collections but are unusable because of their fragile condition.

Idaho Public Television believes this project will generate excitement to produce other Idaho Experience documentaries. In addition to State of Idaho contributions to this effort, Idaho Public Television will seek additional resources to enhance and expand this effort to beyond the two annual program topics.

What is the agency staffing level for this activity and how much funding by source is in the base?

N/A

2. What resources are necessary to implement this request?

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

Web Developer, pay grade L, full-time classified, anticipated hire date July 1, 2009, salary cost estimated at \$46,725; benefited with benefit costs estimated at \$19,367.

PTV Writer/Reporter/Producer, pay grade L, full-time classified, anticipated hire date July 1, 2009, salary cost estimated at \$46,725; benefited with benefit costs estimated at \$19,367.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

PTV Director/Videographer, pay grade J, full-time classified, anticipated hire date July 1, 2009, salary cost estimated at \$34,299; benefited with benefit costs estimated at \$16,663.

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

The primary human resources that will be redirected are portions of time from the Executive Producer and Production Manager for oversight of the series. In addition, existing technical/engineering, promotional and administrative (primarily fiscal) personnel support. The series will utilize existing field camera equipment, studios, production control, and editing suites. A vehicle would be needed to ensure travel was possible.

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

IdahoPTV will need new computers for use by the new positions along with workspace modifications. A vehicle is listed to accommodate the travel that will be needed. This series will be filmed throughout Idaho and some limited out-of-state locations.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

N/A

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

N/A

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

The population of Idaho would be impacted most. There are historical issues unique to Idaho that should be documented for a viewing audience. Idaho schools would be benefitted by the extensive Web site planned for this series and DVDs, web streaming, and on-air programming would be distributed by IdahoPTV. Certain programs from this series may have regional and national broadcast potential.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

N/A

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho Public Television

Agency No.: 520

FY 2010 Request

FUNCTION: Idaho Public Television

Function No.: 01

Page 1 of 3 Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

Idaho Legislature Live/Multimedia					
A: Decision Unit No: 12.02	Title: Personnel			Priority Ranking 2 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.00
PERSONNEL COSTS:					
1. Salaries	75,845				75,845
2. Benefits	34,924				34,924
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	110,769				110,769
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Computers	7,000				7,000
2. Office equipment	2,200				2,200
TOTAL CAPITAL OUTLAY:	9,200				9,200
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	119,969				119,969

How connected to institution/agency and Board strategic plans:

Goal 1.3. The SBOE Goal 1 of Quality is to continuously improve the quality of educational services to Idahoans. IdahoPTV's goal is to provide an increasing amount of channel hours of Idaho-specific programming each year.

Goal 2.5. The SBOE Goal 2 of Access is to improve citizen's ability to participate in the educational services provided by the State Board of Education. IdahoPTV's goal is to increase each year access to governmental and civics related educational services that will contribute to a well-informed population and increase the amount of available channel hours of Idaho civics-related programming.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

As a result of S1491 (2006), IdahoPTV was directed to oversee (in partnership with Legislative Services and the Department of Administration), Idaho Legislature Live coverage on the Web and broadcast.

Idaho Legislature Live currently includes gavel-to-gavel coverage of the Idaho House, Senate and Joint Finance – Appropriations Committee (JFAC). Beginning with the 2010 Legislative Session, the coverage will move from the current Annex Building location back to the remodeled Idaho State Capitol. It is anticipated that the coverage will expand to include basic video coverage of all committees that will be distributed via the Web. The coverage will be similar to the current coverage of JFAC.

Since its inception, IdahoPTV has self-funded entirely the operational costs required to provide Idaho Legislature Live coverage. This has included personnel costs and regular operating expenses.

IdahoPTV requests two positions to assist with this coverage and to be available to enhance our new media activities at times when Idaho Legislature Live is not active. We believe that it is only reasonable that the state assist with a portion of the operational costs for this service that benefits citizens statewide. IdahoPTV will continue to provide additional in-kind personnel and basic operating cost to enable Idaho Legislature Live coverage including production management, engineering maintenance, Web site management and information technology support. We cannot maintain the current level of service indefinitely.

When Idaho Legislature Live functions are not active, the requested positions will work on IdahoPTV new media initiatives including content creation and archiving of content.

Questions:

1. What is being requested and why?

For the first two years of coverage, no state funds were made available to cover the personnel costs associated with the Idaho Legislature Live coverage. These activities were funded with non-state resources. We request these funds to ensure sustainability of the Idaho Legislature Live initiative and to allow for the expansion of committee coverage.

What is the agency staffing level for this activity and how much funding by source is in the base?

N/A

2. What resources are necessary to implement this request?

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

Web Developer, pay grade L, full-time classified, anticipated hire date July 1, 2009, salary cost estimated at \$46,725; benefited with benefit costs estimated at \$19,367.

PTV Digital Broadcast Systems Operator, pay grade I, full-time classified, anticipated hire date July 1, 2009, salary cost estimated at \$29,120; benefited with benefit costs estimated at \$15,557.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

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

If funded, IdahoPTV will continue to redirect the efforts of the following personnel to this effort:

-Broadcast System Operator:	To supervise the requested 2 positions.
-IT Systems Supervisor:	To maintain current IT systems.
-Broadcast Maintenance Engineer:	To maintain current camera systems.
-Production Manager:	To supervise the project.

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

IdahoPTV will need new computers for use by the new positions along with workspace modifications.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

N/A

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

N/A

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

The entire population of Idaho will benefit. Idaho Legislature Live is available via digital television and on the Web.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

N/A

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

Page 1 of 5 Pages

ACTIVITY: Administration

Activity No.: 01

Original Submission X
 or Revision No. ____

Community Enhancement					
A: Decision Unit No: 12.01	Title: Grants			Priority Ranking 1 of 8	
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.					
2.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$50,000				\$50,000
LUMP SUM:					
GRAND TOTAL	\$50,000				\$50,000

How is this proposal connected to institution/agency and Board strategic plans:

ISHS Mission Statement: "ISHS preserves and promotes Idaho's cultural heritage"

ISHS Goal 1

Customer Service: **Provide access and high quality customer service to all Idahoans.**

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with all of SBOE's goals: "quality," "access," and "efficiency."

SBOE Category: Enhancements for improved effectiveness, efficiency, and competitiveness.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Idaho state statutes that connect to this proposal: “The board shall be responsible for administering the powers and duties required to preserve and protect any historical record of the history and culture of Idaho.” (67-4123).

Preserving Idaho’s history is at the very core of both the society’s statutory authority and its vision and goals. The Community Grants program is the most efficient and accessible method that the society has to encourage the preservation of Idaho’s history. One of our four Strategic Plan goals is to enhance customer service. To that end, ISHS in 2007-08 initiated a series of community forums around the state. These have been attended by 20-50 people each in more than half a dozen communities so far. Overwhelmingly, people have told us that what they most need from ISHS to assist them with their preservation efforts is a source of funding to help with special projects and preservation and conservation requirements. We have structured our Community Grants program to address the needs we have heard described from around the state.

The society cannot preserve the entire state’s history from a central location in Boise. It needs strong and vibrant partners in all parts of the state to do so. Providing professional and financial assistance to our partners through the Community Grants program meets our mission statement, one of the highest priorities of our strategic plan, and our statutory authority requirements. It also assists us in meeting all four of SBOE’s goals.

Description:

From FY 2002-2006, ISHS annually invested \$50,000 in T/B payments through a community grants program to assist communities and organizations in their commemoration of the Lewis and Clark bicentennial. Upon the conclusion of the bicentennial, ISHS in FY 2007 and 2008 annually expended \$50,000 in T/B payments through a statewide community grants program. These funds went to historical societies, museums, schools, historic preservation commissions and other groups for a wide diversity of projects that helped the society to meet its statutory authority by assisting in the preservation of local history. Funds have been used to purchase preservation equipment and curatorial supplies, develop exhibits, create signage, enhance storage facilities for artifacts, fund oral history projects, and in other ways to aid our partners in the preservation of Idaho history. In FY 2008, the society awarded 29 grants at an average of \$1,724 per grant. While the grants are small, they do tremendous good in organizations that are often run by an all volunteer force that knows how to stretch dollars for maximum efficiency. For FY 2009, the legislature provided an additional \$30,000 in one-time funds for this program and ISHS will award \$80,000 in Community Grants. For FY 2010 we are requesting an additional \$50,000 so that we can award \$100,000. This is a small amount of money for a statewide grant program, but we have already seen dramatic improvements in historic preservation/education/interpretation in communities throughout Idaho because of the influx of a modest amount of funding.

Questions:

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

In order for ISHS to meet its statutory obligations of preserving and interpreting the entire state’s history, and in order to assist our many partners throughout the state, it needs to have the resources to provide assistance to communities throughout Idaho in their preservation and interpretation efforts. Currently \$50,000 is in the society’s

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

base for T/B Community Grants. This line item seeks an additional \$50,000, for a total of \$100,000.

Most of Idaho's county historical societies, preservation commissions, and museums are run entirely by volunteers, often on extremely limited budgets. In order for the Idaho State Historical Society to enhance its connections throughout the state, we hosted 7 Community Forums and two focus group discussions in 2007 and 2008. These Forums/Focus Groups were held in Jerome, Rupert, Hailey, Moscow, Coeur d'Alene, Cottonwood, Franklin, and Weiser. The key message that we heard throughout the state is that many of our small museums struggle and what they needed from us was funding and support. This is further validated by a 2007 study by the Idaho Association of Museums, with 41% of the respondents indicating a budget of less than \$25,000 annually. Yet these are the organizations that are the keepers of much of our state's history. They collect and preserve invaluable photographs and manuscripts, oral histories, reminiscences, unique artifacts, ledgers and records, and much more.

ISHS has seen the value that a small amount of funding can bring to these preservation efforts. In Mackay, community volunteers and crafts people are turning a \$1,500 grant into exciting new exhibit cases that will not only better exhibit artifacts in the town's museum, but also better preserve them. Had these cases been purchased instead of made by volunteers, they would have cost many times as much. In Sandpoint, the Bonner County Historical Society is using an all-volunteer but highly talented work force to digitally archive the *Priest River Times*, at a cost of only \$856, preserving the entire newspaper record of one of Idaho's towns. The Twin Falls Historical Society is using a \$1,000 grant to preserve the Bisbee photo collection, one of the most significant photo collections in the state. Time and again, local people with a passion for historic preservation have demonstrated that, if ISHS can provide them with just a minimal amount of funding, they can use that money to dramatically enhance the preservation of our state's rich heritage.

2) What resources are necessary to implement this request?

- A) List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**
- B) Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**
- C) List any additional operating funds and capital items needed.**

Associate Director/State Historian Keith Petersen has directed the distribution of T/B payments through Community Grants since the initial funding period in FY 2002, and will continue to coordinate this effort.

Petersen's position is currently under reclassification consideration at DHR. However, as of the date this is written, Petersen is hired as a Project Coordinator at pay grade 39. He is a full-time employee with full benefits. He spends approximately 15% of his time on the Community Grants program, including pre-approval work with organizations and follow up consultations, as needed. The funds are administered from the society's Fiscal Office, and no additional staffing will be required to continue the project at this slightly higher level of funding.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

No additional staffing will be required nor will any existing human resources need to be redirected. This program is already part of ISHS's existing operations. No additional operating funds or capital items will be required. This request is for an enhancement of an existing program that will dramatically improve preservation efforts in the state, but the request is modest enough that it will not substantially increase the work load of ISHS existing staff.

- 3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.**
- 4) Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

Every community in the state can potentially be served by this program. While certainly not every community can be assisted every year with this modest program, over the course of time, it can have a dramatic impact on the preservation of the state's history. Idaho lags far behind most states in terms of the funding provided for preservation and interpretation efforts in communities. This proposal helps to fill a need that has been apparent for decades. ISHS will, beginning in FY 2009, require match for all grants awarded, either cash or in-kind. Therefore, the \$80,000 invested in FY 2009 will result in at least \$160,000 in preservation efforts. But in reality, we find that most of our grants are matched by services and cash that amount to 3-4 times more than the initial investment. Volunteers in our local preservation organizations truly know how to stretch dollars. Thus, this modest investment will have very significant impact.

ISHS has worked collaboratively very closely with Idaho Heritage Trust in this grants program. We have and will continue to make every effort to enhance that preservation program and not duplicate its services (IHT primarily funds projects to help preserve structures, and we fund programmatic efforts).

If funding is not provided, preservation efforts in the state will continue to suffer. For example, in FY 2008, ISHS provided a \$2,221 grant to the Cambridge Museum for computer equipment for collection management. Cambridge Museum is an all-volunteer organization that, through years of dedicated efforts by highly motivated and competent volunteers, has developed one of the richest local history archives in the state. Every month, Idahoans and people from out of the state contact the Museum for family and community history information. This modest investment in computer equipment will allow the volunteers at the Museum not only to develop data bases to more efficiently answer such inquiries, but also to spend more of their time gathering more of the rich records from cemeteries, newspapers, businesses, and organizations that provide this facility with its invaluable historical archive. This is the type of work that is being done throughout the state, and can be enhanced with the investment of very small amounts of money.

- 5) If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.**

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

In FY 2009 we requested a \$150,000 enhancement to the T/B Community Grants program, and we received a one time increase of \$30,000. That was ISHS's third highest priority in FY 2009. This is a continuation of a program, not a replacement of one project highly prioritized in a previous year with a new program highly prioritized for FY 2010.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

The Idaho Association of Museum Study is available for review in the attachment file: item 1

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

Page 1 of 5 Pages

ACTIVITY: Administration

Activity No.: 01

Original Submission X
or Revision No. ____

A: Decision Unit No: 12.02	Title: Development Director			Priority Ranking 2 of 8	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	\$75,000				\$75,000
2. Benefits	\$25,000				\$25,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$75,000				\$75,000
OPERATING EXPENDITURES by summary object:					
1. Supplies	\$1,500				\$1,500
2. travel	\$2,000				\$2,000
3. communication services	\$2,000				\$2,000
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Furniture	\$2,000				\$2,000
2. Computer and software	\$1,500				\$1,500
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$109,000				\$109,000

How connected to ISHS and SBOE Board strategic plans:

ISHS Goal 2

Funding and Growth: **Optimize and enhance funding opportunities and partnerships.**

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with the SBOE goal of "Quality" and "Efficiency" as new revenue for the Society will enhance its ability to develop quality programs with maximum leveraging of state general funds.

SBOE Category: 6. Enhancements for improved effectiveness, efficiency, and competitiveness.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

ISHS is in the process of embarking on its first capital campaign in support of the approved Idaho State Historical museum project. This campaign is conceived as the first phase in a larger effort to create a comprehensive funding program for ISHS to leverage its state appropriations with non-state resources. The biggest challenge facing ISHS in fundraising is its lack of dedicated resource development staff. This is a critical need for our agency, as we seek both to enhance long-term public service and complement State of Idaho appropriations with non-governmental funding.

Further, in 2008, the board of trustees of the agency, the Governor, and JFAC approved a \$20,000,000 expansion of the Idaho State Historical Museum. \$10,000,000 was requested in state funds through the Permanent Building Fund. \$5,000,000 was approved in FY09, with a planned second request for \$5,000,000 for FY10. The understanding going into the process was that ISHS, its board of trustees, and the Foundation for Idaho History would have to raise the remaining \$9-10 million from private philanthropy, foundation, and other non-state sources.

Questions:

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

ISHS is requesting general fund support for a full-time Development Director for the agency. The rate attributed to this position was compiled by a brief search of comparable positions currently open in the Boise area.

As part of its strategic planning process for the future growth of the agency and the expansion of the Idaho State Historical Museum, ISHS contracted with the Metropolitan Group, a consulting firm that specializes in crafting and integrating strategic communication, creative, and resource development services for social purpose organizations. The Metropolitan Group was hired to audit ISHS's resource development efforts and infrastructure, both generally and as they relate to the upcoming capital campaign. This audit provided a snapshot of ISHS strengths, weaknesses, and challenges in this arena, and recommended ways to enhance the agency's resource development potential. A generalized campaign outline/timeline and an outline for a case for support were also created. This audit included 16 recommendations for ISHS, a number of which have been acted upon by realigning internal resources and crafting new policies. Among the latter were new grant and fee policies to maximize current non-state sources of funds. However, realignment of current resources cannot accommodate the top recommendation of the audit, which was that ISHS should *"establish as its first priority, the hiring of a resource development staff member"* (page 3, paragraph 6, Idaho State Historical Society Development Audit, January 2008).

There is no agency staffing or base funding allocated for this function presently. However, in order to be proactive in our commitment and effort to create a comprehensive funding plan, the executive director--with direction from the ISHS board of trustees--has reallocated contract

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

funding, which has provided the opportunity for ISHS to contract with a grant writer and fund counsel. These functions strengthen the agency's efforts in fundraising, but cannot replace the value added by a full-time staff member whose responsibilities would strategically direct the entire ISHS development program.

2) What resources are necessary to implement this request?

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

The Development Director is proposed at grade O. This would be a full-time position, eligible for benefits. If approved, the anticipated date of hire would be July 1, 2010.

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

Currently, the Executive Director of the agency is overseeing all resource development efforts, including the budget development process, enhancement of current grant and fee-based revenues, and capital campaign planning. While the Executive Director will continue to engage at a very high level in development efforts for the agency, the specific additional duties of a Development Director will be as follows:

- Overseeing the multi-year campaign work plan and timeline to ensure campaign goals and objectives are met
- Assisting in establishing a campaign committee and coordinating the recruitment of additional volunteer leadership
- Serving as staff liaison to various campaign committee meetings.
- Coordinating and staffing the campaign committee and board, including but not limited to preparation of agendas, materials, minutes, etc.
- Communicating regularly with Museum Expansion Campaign leadership, Campaign Counsel, and other staff members to provide ongoing updates and progress reports.
- Organizing donor cultivation events and other campaign activities.
- Arranging, confirming, and providing advance materials for campaign cultivation and solicitation meetings and presentations.
- In conjunction with the trustees, foundation and executive director, identifying and researching prospective individual, corporate, and foundation donors.
- Designing and implementing campaign-related public relations efforts including speaking engagements, media presentations, updates, newsletters, web postings and mailings.
- Maintaining a good professional relationship with corporations, foundations and individuals who provide support to the Museum Expansion Campaign.
- Developing and maintaining a campaign donor database.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- Acknowledging, tracking and responding to gifts received in support of the campaign.

C) List any additional operating funds and capital items needed.

An additional \$9,000 is requested for basic office supplies, a desk, and computer. Any additional costs of implementing this position initially can be accommodated internally.

3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

ISHS is seeking general funds to support this position, with the intention that over the long term the results of ISHS development program will have substantial return on this investment.

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

The citizens of the state of Idaho are being served by this request as the successful implementation of an ISHS Development program will leverage the state appropriations allocated to the agency, thus increasing its ability to execute its statutory duties on behalf of the public.

ISHS is one of the oldest state agencies, having been established by statute in 1907. It has grown from its "pioneer" beginnings into an extraordinary system of cultural and historic resources, comprised of the Idaho State Historical Museum, Public Archives and Research Library, State Historic Preservation Office, and Historic Sites Program. The society seeks to inspire, enrich and engage all Idahoans by leading the state in preserving and sharing our diverse and dynamic cultural heritage. The society has filled this role in a very traditional manner, and that is reflected in an organizational structure that has placed high value on the preservation and education side of its business (i.e., no marketing or development staff exist on the current org chart) However, to grow public awareness/use of services and non-state funding requires a dedicated and strategic effort. If this request is not funded, ISHS will continue to do its best at generating non-state funding through its fee-based services and grant efforts; however, the successful implementation and execution of a major capital campaign may be thwarted.

5) If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item ranks highly on our prioritized list this year because of the successful approval of ISHS museum expansion and the resulting requirement placed upon ISHS to raise \$10,000,000 to match state funds planned to support the museum expansion project.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

Page 1 of 5 Pages

ACTIVITY: PARL

Activity No.: 10

Original Submission X
 or Revision No. ____

A: Decision Unit No: 12.03		Title: Records Study			Priority Ranking 3 of 8
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. Records Study consultant (one time contract)	\$55,000				\$55,000
2. Task force travel and expenses	\$5,000				\$5,000
TOTAL OPERATING EXPENDITURES:	\$60,000				\$60,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$60,000				\$60,000

How is this proposal connected to institution/agency and Board strategic plans:

ISHS Mission Statement: "ISHS preserves and promotes Idaho's cultural heritage"

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

Page 1 of 3 Pages

ACTIVITY: Administration

Activity No.: 01

Original Submission X
or Revision No. ____

A: Decision Unit No: 12.04	Title: Website Redesign			Priority Ranking 4 of 8	
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. Consultant	\$30,000				\$30,000
TOTAL OPERATING EXPENDITURES:	\$30,000				\$30,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$30,000				\$30,000

How connected to institution/agency and Board strategic plans:

ISHS Goal 3 Marketing: Optimize public awareness and participation in agency services through enhanced brand identity, outreach, and marketing

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with the SBOE goal of "Access" as awareness of the Society and services is its broadest via the web.

SBOE Category: 3) Infrastructure

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Description:

The project is a re-design of the existing Idaho State Historical Society's web site to incorporate more historical material, meet user's needs, and further the educational mission of ISHS. A special emphasis of this project will be the inclusion of extensive searchable databases (historic photographs, artifacts, records, and other documents) and Web 2.0 technology: RSS feeds, podcasts, blogs, and, wikis.

ISHS will define the project, develop site structure (content, site mapping, wire framing, user-view), test site functionality, and work with web developer to create a maintenance plan. The web developer will design the visual interface (create graphic templates and design style guide), build and test the site (create page templates for the index page and three other page types, create special applications), fix bugs, and work with ISHS to create a maintenance plan which ISHS can manage in-house.

Questions:

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

We request \$30,000 to hire a web developer to help us redesign our website. The current website--the third version our agency has created since the mid 1990s—is now six years old and needs a complete reorganization of material. Most importantly, web visitors now expect more services delivered via the Internet, and we want to meet our patrons' needs.

- 2) What resources are necessary to implement this request?**

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

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

C) List any additional operating funds and capital items needed.

Using data collected in customer service surveys (including one targeted to ISHS web site visitors), ISHS will develop a new site structure and overall workflow design. This information will be given to web developers contracted for this project who will create the visual design and build the site to our specifications of organization and content delivery.

Our existing IT Systems Coordinator will dedicate approximately 20% of her time to work with ISHS staff and internal teams to create the site structure. No additional staff, operating funds, or capital expenditures are needed. The new site will be hosted on a State of Idaho web server, as has been the case for the last 14 years.

- 3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.**
- 4) Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

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Everyone seeking Idaho history will benefit from this request. Our online visitors range from Idaho 4th graders looking for information for their Idaho history class assignments, to genealogists researching family history, to history scholars searching for specialized material.

Our web site visitation has grown from 30 page views per day in October, 1997 (our earliest collected data) to 2,205 page views per day currently. (Our site now consists of 374 pages, and visitors spend an average of almost 14 minutes viewing material.) At this usage rate the cost of the project would be \$.03 per page view over the course of one year. We see increased site use whenever more digitized content is posted, so we expect our site use statistics to continue to rise with the completion of this project—thereby reducing the \$.03 cost per page even further.

5) If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item ranks highly on our prioritized list this year because of the documented need of ISHS to enhance its public visibility and to complete its first capital campaign, including raising \$10,000,000 in matching funds to support the museum expansion project.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

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ACTIVITY: Administration

Activity No.: 01

Original Submission X
or Revision No. ____

Communications and Marketing					
A: Decision Unit No: 12.05	Title: Program				Priority Ranking 5 of 8
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. Contract-Communications	\$40,000				\$40,000
2. Contracts-Marketing	\$60,000				\$60,000
TOTAL OPERATING EXPENDITURES:	\$100,000				\$100,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	100,000				\$100,000

How connected to ISHS and SBOE Board strategic plans:

ISHS Goal 3 Marketing: Optimize public awareness and participation in agency services through enhanced brand identity, outreach, and marketing

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with the SBOE goal of "Access" as statewide awareness of the Society and services is vital.

A.

SBOE Category: 6) Enhancements for improved effectiveness, efficiency, and competitiveness.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Description:

ISHS is in the process of embarking on its first marketing campaign in support of the agency. The biggest challenge facing ISHS in marketing is its lack of resources dedicated to the marketing and promotion of the agency and its services. This is a high priority need for our agency as we seek to **build** public understanding and awareness of the services that we offer, **convert** that awareness into action so that attendance at our public facilities and use of our services increase according to professional benchmarks, and **build** visibility and excitement to support the agency's new capital campaign and fundraising efforts.

Questions:

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?

ISHS is requesting general fund support for two contracts:

- 1) \$40,000 for the development of a strong, proactive communications program that will refine and drive ISHS' messaging to advance the following communication goals:
 - A) To provide a strong internal and external communications structure to drive ISHS's messaging to the media and public statewide.
 - B) To build awareness and understanding of ISHS's mission, goals, and accomplishments among elected leaders and influencers statewide.
 - C) To increase awareness of the vibrant grassroots efforts and growing support for ISHS.
 - D) To identify and pursue opportunities to communicate ISHS messaging to residents, community/opinion leaders, and the media.
 - E) To showcase the good reputation, efforts, and accomplishments of the key partners who make up ISHS.
- 2) \$60,000 for the design and production of collateral and deliverables including:
 - A) Brochure (1 Version, 30K, Full Color):

Postage (Mail 20k)	\$ 2,800
Printing	\$ 3,600
Production	\$ 1,200
Total	\$ 7,600
 - B) Rack Cards/Post Cards(4 Versions, 20K Each Version, Full Color) :

Postage	\$11,200
Printing	\$ 8,000
Design/Production	\$ 1,200
Total	\$20,400
 - C) Newsletters(4 Editions) :

Printing/Production	\$24,000
Postage	\$ 9,000
Total	\$32,000

The rational for this request includes:

A 1999 study on Leadership Planning was conducted for ISHS by Charles H. Bentz. At the time, the society and the Capitol Commission were considering a joint fundraising effort to support the renovation of the Capitol and support ISHS. As part of this study,

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

the image of ISHS was tested. Not surprisingly, the study found that public awareness of the Idaho State Historical Society was minimal. 69% of the respondents agreed that the general public was not informed about the society and that there was almost no knowledge about the Public Archives and Research Library, the State Historical Preservation Office, or ISHS' many fine programs. 71% of the respondents felt that the lack of visibility and public awareness was one of the society's chief weaknesses.

Further, in 2008, the board of trustees of the agency, the Governor, and JFAC approved a \$20,000,000 expansion of the Idaho State Historical Museum, for which ISHS will have to raise \$10,000,000 from non-state sources. The 2008 Metropolitan Group Fundraising Audit confirms the importance of strategic communications and messaging, as noted on page 9, paragraph 3.

Resources Allocated in the base budget:

There is no dedicated agency staffing allocated for this function presently. Internal staff members have in the past coordinated the design, content, and development of the agency's newsletter and prime membership benefit, *Mountain Light*. This means that the newsletter is the last priority, as it is added to an already full plate of two full-time employees (our Management Assistant and Museum Exhibition Designer.) This lack of dedicated focus typically results in a two-month delay in delivering this piece to members, legislators, and other stakeholders. Funding requested would support contracting out this function to maximize efficient use of our internal resources and timely distribution of this newsletter.

However, in order to be proactive in our commitment and efforts to create a comprehensive marketing plan, the executive director, with direction from the ISHS board of trustees, has reallocated funding in the amount of \$1,000 per month, on contract to Red Sky Public Relations. This has been an excellent partnership, which has resulted in tangible deliverables, including a media framework, graphics guide, and increased media coverage. Our internal reallocation of resources has had a good impact; our goal is to see a significant impact in the results that can be expected by a proportionally increased investment.

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.

Two contracts as noted in question number 1.

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

This request is specifically oriented toward outsourcing the communications and marketing function to keep expenses manageable (and easily changeable/reducible if need be) and to take advantage of the private sector skill set available in the Boise area for this function.

Impact

Our Red Sky team has calculated that our \$1,000 per month investment in strategic communications returns approximately \$3-4,000 per month in newspaper, radio, television, and other coverage of ISHS activities statewide. Our impact goal with the investment of \$100,000 is to achieve \$300,000-\$400,000 of news coverage and publicity, thus generating a significant increase in public awareness of ISHS and its

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programs and services. There is no statistically accurate way at this time to predict the resultant increase in use/attendance fees. However, it stands to reason that such fees (which currently comprise 25% of the agency's current operating revenue) would increase in a corresponding manner.

List any additional operating funds and capital items needed.

N/A

Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

ISHS is seeking general funds to support these contracts with the intention that, over the long term, a marketing program will make a substantial return on this investment.

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 citizens of the state of Idaho are being served by this request, as the successful implementation of an ISHS marketing program will enhance public understanding of how ISHS and its services benefit them and how they might best access the types of services that they need. This enhanced knowledge will translate into action, thus increasing use of agency services, expanding earned revenue, and enhancing the agency's ability to execute its statutory duties on behalf of the public.

ISHS is one of the oldest state agencies, having been established by statute in 1907. It has grown from its "pioneer" beginnings into an extraordinary system of cultural and historic resources comprised of the Idaho State Historical Museum, Public Archives and Research Library, State Historic Preservation Office, and Historic Sites Program. The society seeks to inspire, enrich and engage all Idahoans by leading the state in preserving and sharing our diverse and dynamic cultural heritage. ISHS has filled this role in a very traditional manner, reflected in an organizational structure that has placed high value on the preservation and education side of its business. (i.e., no marketing or development staff exist on the current org chart) However, to grow public awareness/use of services and non-state funding requires a dedicated and strategic effort. If this request is not funded, ISHS will continue to do its best at enhancing its image and building its brand identity, but its market penetration may be thwarted.

If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

This item ranks highly on our prioritized list this year because of the documented need of ISHS to enhance its public visibility and to complete its first capital campaign, including raising \$10,000,000 in matching funds to support the museum expansion project.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

Attachments:

Red Sky Public Relations Proposal is available in the attachment file: item 6

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

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ACTIVITY: PARL

Activity No.: 10

Original Submission X
or Revision No. ____

Collections development and stewardship					
A: Decision Unit No: 12.06	Title: stewardship				Priority Ranking 6 of 8
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. Consultation Services	\$15,000				\$15,000
2. Collections Acquisition	\$50,000				\$50,000
3. Archival/Preservation Supplies	\$15,000				\$15,000
TOTAL OPERATING EXPENDITURES:	\$80,000				\$80,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL					\$80,000

How is request connected to institution/agency and Board strategic plans:

ISHS Mission Statement: "ISHS preserves and promotes Idaho's cultural heritage"

ISHS Goal 1

Customer Service: **Provide access and high quality customer service to all Idahoans.**

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with all of SBOE's goals: "quality," "access," and "efficiency."

SBOE Category: 6.) Enhancements for improved effectiveness, efficiency, and competitiveness.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

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

In order for the Idaho State Historical Society (ISHS) to meet its statutory obligations (Idaho Code 67-4114 through 67-4130) of preserving and interpreting the state's history, the agency requires the resources to acquire and care for the collections under its custody. This includes both the three-dimensional artifacts held at the Historical Museum and the documentary collections held at the Public Archives and Research Library (PARL).

This request would provide \$80,000 for collection development and stewardship at both museum and PARL. These funds would be expended for acquisition of new collection materials, archival and preservation supplies, and contract conservation services.

The museum holds over 250,000 artifacts made of diverse and unique materials. Many items require evaluation and conservation work. For example, ISHS recently acquired responsibility for collections at the Franklin Relic Hall in Franklin, Idaho. This invaluable and unique collection has been subjected to years of inappropriate exhibit and storage conditions. A recent preservation assessment, funded by the Idaho Heritage Trust, recommends conservation services such as stabilization of historic photographs, including re-matting and reframing. Such services can cost as much as \$700 per day, in addition to costs for appropriate preservation supplies.

Other items in the Historical Museum collection, including some 15,000 historic textiles, simply need to be re-housed in acid-free boxes.

Likewise, PARL holds hundreds of thousands of unique collection items, including photographs (500,000+), books and periodicals (25,000+), maps (25,000+), oral history interviews (2,500+), and public records and manuscripts (70,000+ cubic feet). A recent preservation assessment, funded by a federal grant, notes the need for "a hard budget line to support the ongoing preservation needs of the collection."¹ Many of the oldest items, dating back to Idaho's territorial days, are in fragile condition, usually exhibited by brittleness and fading. To appropriately preserve these items, it is necessary to purchase archival supplies such as acid-free folders, boxes, and photo sleeves. In the most severe instances, the skills of a professional conservator are needed to repair past damage.

In addition, since 2002 PARL has lacked general fund monies for the purchase of new and replacement research materials. Libraries in the United States typically devote 12-15% of their base budget to collection development; in PARL's case, this could be as much as \$100,000. Prior to 2002, PARL had a line item of \$38,100 of general funds, which was expended for books and periodicals (\$17,000), microfilm (\$16,000), photographs (\$2,000) and other items, including online database subscriptions (\$3,100).

¹ *Preservation Planning Study and Reassessment: 2001-2008*, by Randy Silverman, Funded by a grant from the National Endowment for the Humanities, March 2008.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

2) What resources are necessary to implement this request?

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

No additional positions would be required at this time.

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

Existing staff – Librarians and Library Assistants at PARL and Curatorial Registers at the Historical Museum – will be responsible for acquiring and caring for new and existing collections.

C) List any additional operating funds and capital items needed.

No additional resources are needed at this time.

3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

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

PARL annually serves some 15,000-16,000 researchers, both on- and off-site. The Historical Museum serves some 26,000 paid admissions, 10,000 free admissions (for events such as Museum Comes to Life), and 12,000 school children on an annual basis.

This request would improve access to current research materials at PARL and allow improved storage and treatment options to collections held at both PARL and the Historical Museum.

Failure to fund this request would result in the growing obsolescence of PARL's resources and a decline in use as researchers find relevant materials elsewhere. It would also put collections at risk of physical damage due to the lack of appropriate storage materials and treatment options.

5) If this is a high priority item, list reason non-appropriated line items from FY 2009 budget request are not prioritized first.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

Preservation planning executive summary is available for review in the attachment file: Item 4

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

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ACTIVITY: Historic Sites

Activity No.: 40

Original Submission X
 or Revision No. ____

Historic Structures Maintenance					
A: Decision Unit No:	Title: Craftsperson			Priority Ranking 7 of 8	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)				1.0	1.0
PERSONNEL COSTS:					
1. Salaries				\$25,000	\$25,000
2. Benefits				\$14,800	\$14,800
3. Group Position Funding					
TOTAL PERSONNEL COSTS:				\$39,800	\$39,800
OPERATING EXPENDITURES by summary object:					
1. Uniform					
2. Training Materials					
TOTAL OPERATING EXPENDITURES:	0.0				
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL				\$39,800	39,800

How is this proposal connected to institution/agency and Board strategic plans:

B. ISHS Goal 1

Customer Service: **Provide access and high quality customer service to all Idahoans.**

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with all of SBOE's goals: "quality," "access," and "efficiency."

SBOE Category: 2) Maintenance

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Idaho state statutes that connect to this proposal: "The board shall be responsible for administering the powers and duties required to preserve and protect any historical record of the history and culture of Idaho." (67-4123).

Preserving Idaho's history is at the very core of both the society's statutory authority and its vision and goals. ISHS is responsible for the maintenance of 60 structures at four historic sites around the state. The overwhelming majority of these structures are listed on the National Register of Historic Places. Some of these structures are in Boise, such as the Old Penitentiary, the Idaho History Center, the Idaho Assay Office, and the former Bureau of Reclamation building. Others are located outside of Boise, in the communities of Franklin, Hansen, and Pierce.

Description:

This additional position will assist the society in reducing its backlog of facility maintenance, perform ongoing maintenance and inspections and, when requested, will help educate local historical groups in the care and maintenance of their historic structures.

Questions:

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

Currently, the society has two maintenance craftspersons on staff to maintain 60 historic structures and the surrounding grounds at four historic sites; these are the only building maintenance personnel authorized within the Society. It is impossible to maintain all these state facilities with a skeleton crew, and as a consequence some of Idaho's most significant historical resources, including one of only three National Landmark buildings in Idaho (the Assay Office) are not being adequately maintained, and the required maintenance and inspections are not being performed in a timely manner. This position will be paid by General Funds. There is no funding currently in the base for this position.

2) What resources are necessary to implement this request?

- A) List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**
- B) Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**
- C) List any additional operating funds and capital items needed.**

This proposal request approval to hire a full-time Maintenance Craftsperson Senior, Pay Grade H, with full benefits, to start July 1, 2009, and serve in an on-going capacity. This position will be funded by Miscellaneous Revenue Funds. Other than an adjustment in supervisory responsibilities by administrative personnel to coordinate work assignments, there will be no shifting of duties within the agency. Approximately \$10,000 in current operating funds will be required annually for maintenance supplies to be used by the new Maintenance Craftsperson to adequately fulfill his/her responsibilities. The society is not seeking an increase in operating expenditures with this request.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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- 3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
- 4) Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

The people of Idaho and out-of-state visitors to our historic sites will benefit from this request. The addition, the work of the Maintenance Craftsperson position will help prevent further deterioration of the historic structures belonging to ISHS. It will allow in-house, trained individuals to preserve and restore our historic buildings rather than delaying needed work or relying on contractors to perform the work. The skills needed to perform specialized work on historic buildings in accordance with the Secretary of the Interior's Standards for the Preservation of Historic Properties may not be readily available through contractors. We are then subject to training contractors' personnel or bringing in expertise from out of state to perform the work.

- 5) If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.

In FY 2009 we requested a \$36,500 budget increase to fund this position. That request was not approved.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

AGENCY: Idaho State Historical Society

Agency No.: 522

FY 2010 Request

FUNCTION: Historical Society

Function

No.: 01

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ACTIVITY: PARL

Activity No.: 10

Original Submission X
 or Revision No. ____

A: Decision Unit No:	Title: Compact mobile shelving				Priority Ranking 8 of 8
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:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Compact/mobile shelving	\$500,000				\$500,000
TOTAL CAPITAL OUTLAY:	\$500,000				\$500,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$500,000				\$500,000

How connected to institution/agency and Board strategic plans:

ISHS Goal 1

Customer Service: **Provide access and high quality customer service to all Idahoans.**

Relationship of this ISHS Goal to SBOE Goals: This goal aligns with all of SBOE's goals: "quality," "access," and "efficiency."

SBOE Category: 3) Infrastructure

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Questions:

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

This proposal requests additional capital support for \$500,000 of compact/mobile storage shelving for the Merle W. Wells Archives Building. This request will complete the retrofit of the building from stationary shelving to compact/mobile shelving and will increase overall storage capacity by approximately 80%.

The Wells Building was constructed to allow for the addition of compact/mobile shelving, with appropriate weight loads and lighting that runs perpendicular to the existing shelving. This is the third, and final, request to complete the retrofit.

- 2) What resources are necessary to implement this request?**

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

No additional positions would be required at this time.

- B) Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

Existing staff members – State Archivist, two Archivists and one Records

Technician will assist the PARL administrator with oversight of these activities.

- C) List any additional operating funds and capital items needed.**

No additional resources are anticipated.

- 3) Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.**

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

The Merle W. Wells Archives Building serves as the primary storage facility for a variety of collections held by the Public Archives and Research Library, most notably some 60,000 cubic feet of public records transferred to PARL under authority of Idaho Code 67-4126). The building is currently at capacity, limiting the number of additional records that may be transferred to PARL's custody.

- 5) If this is a high priority item, list reason non-appropriated Line Items from FY 2009 budget request are not prioritized first.**

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 19-20, 2008

REQUEST BY DECISION UNIT
 AGENCY: Idaho Commission for Libraries
 FUNCTION: Library Services
 ACTIVITY:

Agency No.: 521
 Function No.: 01
 Activity No.:

FY 2010 Request
 Page _1_ of _3_ Pages
 Original Submission ☒ or Revision No.

Descriptive Title: A: Decision Unit No: 12.01 Read to Me Agency Priority Ranking 1 of 1					
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				
PERSONNEL COSTS:					
1. Salaries	49,500				49,500
2. Benefits	19,700				19,700
3. Group Position Funding	700				700
TOTAL PERSONNEL COSTS:	69,900				69,900
OPERATING EXPENDITURES by summary object:					
1. Education Materials	206,000				206,000
2. Professional Services	25,000				25,000
3. Training Materials					
TOTAL OPERATING EXPENDITURES:	231,000				231,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	350,000				350,000
LUMP SUM:					
GRAND TOTAL	650,900				650,900

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

1.a. What is being requested and why?

This is the second year of a proposed 2-year expansion of the Read to Me program, the Commission for Libraries' early and family literacy program for public libraries and their school and community partners. The \$335,500 requested for the first year of the expansion was recommended by the Governor and appropriated by the 2008 Legislature for FY2009.

A 2007 study by the Educational Testing Service found that "Reading to children is about the simplest thing that can be done to help them achieve, and it is a critical step in raising achievement and closing achievement gaps. . . Making sure all families have access to books . . . for their children must also become a key part of this [education] policy."

Consistent with the Commission's mission, the purpose of Read to Me is to help build the capacity of Idaho libraries to meet families' early literacy needs.

With this investment in Read to Me, we expect 3 outcomes:

- * More Idaho children will be ready to read when they begin kindergarten,
- * More Idaho early elementary children will maintain or increase their reading skills over the summer, and
- * More families will take advantage of the early literacy resources available in Idaho's public libraries.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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1.a (con't) Of the \$335,500 appropriated for FY2009, \$185,500 was added to our base. This second-year request adds 1 FTE, operating for educational materials and professional services, and ongoing T&B funds so more libraries can reach more children and their families. Our intent is to sustain the program at the FY10 expenditure level (FY2009 appropriation plus FY2010 request) plus inflation. These state funds are in addition to the federal Library Services and Technology Act LSTA) funds the Commission will continue to use to support the program.

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

Estimated staffing level as of July 1, 2008:

- 1.5 FTE Project Coordinators, \$107,000 federal LSTA (FY08)
- 1.0 FTE Project Coordinator, \$59,300 state general fund (in base)
- 1.0 FTE OS2, \$35,000 state general fund (in base)
- .6 FTE from support staff pool (primarily OS2s), \$22,200 state general fund (in base)

Estimated operating for FY2009:

- \$208,000 federal LSTA (FY08 Read to Me/Summer Reading)
- \$ 96,000 state general fund (in base)

Estimated T/B for FY2009:

- \$150,000 state general fund (one-time)

2. What resources are necessary to implement this request?

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

Library Consultant, pay grade M, full-time with benefits, hire date of July 2009, permanent
Temporary hires

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

The 2 FTE new in FY2009 will be integrated with existing staff to implement the FY2009 program expansion. A .5 OS2 position is being changed to a .5 Financial Specialist in part to help with the 30 mini-grants to be awarded in FY2009 and potential 70 mini-grants in FY2010. The Library Consultant will be added to the Read to Me team in FY10 to facilitate increased collaboration between public libraries and schools.

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

Operating funds: \$231,000 for educational materials and professional services

T/B: \$350,000 for mini-grants to up to 70 public libraries to help expand local outreach and institute best practices

Capital Outlay: \$0

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This request is for ongoing dollars from the state general fund.

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

The target audience of Read to Me is Idaho children ages 0-8 and their families, with emphasis on those at risk for low reading skills. See 1.a above for expected outcomes.

* In First Book, Idaho public libraries work with community partners to identify at-risk children to receive a book a month for a year and to offer their parents workshops on family literacy. Expand from an estimated 1,500 children in FY2009 to involve more public and school libraries to reach 5,000 children in FY10 and maintain that level in subsequent years.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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4. (con't)

- * In JumpStart, public libraries collaborate with the local school(s) to provide early literacy resources for parents and books for the children at kindergarten registration and other family literacy events. Expand from an estimated 11,000 children in FY2009 to involve more public libraries and schools to reach 22,000 children in FY2010 and maintain that level in subsequent years.
- * Continue and expand literacy outreach mini-grants for public libraries to work with community partners to implement best practices in library service to children. Expand from 30 libraries in FY2009 to 70 in FY2010 and maintain that level in subsequent years.

If this request is not funded, the Idaho Commission for Libraries and local libraries will be unable to meet the need of Idaho families for early literacy programs to strengthen their children's reading readiness when they start school and to maintain or improve their reading skills over the summer months.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS

April 2002

1. Budget Requests

For purposes of Item 1., the community colleges (CSI and NIC), the State Historical Society, and the State Library are included.

a. Submission of Budget Requests

The Board is responsible for submission of budget request for the institutions, school and agencies under its governance to the executive and legislative branches of government. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

b. Direction by the Office of the State Board of Education

The preparation of all annual budget requests is to be directed by the Office of the State Board of Education which designates forms to be used in the process. The procedures for the preparation and submission of budget requests apply to operational and capital improvements budgets.

c. Preparation and Submission of Annual Budget Requests

Annual budget requests to be submitted to the Board by the institutions, school and agencies under Board governance are due in the Office of the State Board of Education on the date established by the executive director.

d. Presentation to the Board

Annual budget requests are formally presented to the designated committee by the chief executive officer of each institution, school or agency or his or her designee. The designated committee will review the requests and provide recommendations to the Board for their action.

[

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

SUBJECT

Renewal of University of Utah Medical Contract

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.3.(a)

BACKGROUND

Since July 1976, the State Board of Education has held an agreement with the University of Utah, School of Medicine (UUSM) to reserve a specific number of seats for Idaho residents at the in-state tuition and fee rate established by UUSM for residents of Utah. The SBOE makes annual fee payments in support of such Idaho resident students enrolled under this agreement. The cooperative agreement benefits both parties in reducing costs and improving other benefits. The current agreement expires at the conclusion of the 2007-2008 academic year.

DISCUSSION

Each academic year, the UUSM reserves eight new positions in its entering class pursuant to this Agreement for Idaho resident students seeking an M.D. degree. The regular course of instruction to receive an M.D. degree at UUSM is four years, therefore currently 32 students are enrolled at UUSM at any time during each academic year.

The total annual support fee that SBOE agrees to pay UUSM for each Idaho resident student enrolled at UUSM under this agreement for the 2008-09 academic year is \$35,177. Thereafter, the annual support fee for each Idaho resident student shall increase by 120% of the Consumer Price Index. The index used shall be the published December to December Consumer Price Index for the 2nd year preceding the academic year.

The Office of the State Board of Education and the UUSM have reviewed and revised the contract, which is effective for a period of three years ending with the 2010-2011 academic year.

Section 1.a increases the potential number of seats from 8 to 12 per year upon agreement of both parties.

Section 1.c is added to provide for leaves of absence for participating students so that funding will be available upon their return. The current contract did not provide for such absences, and staff and UUSM believe this provision will help students participate in worthwhile academic programs intended to further such student's training in the field of medicine, or for cases of significant hardship.

Section 2.b of the current agreement requires UUSM to designate at least four (4) Idaho licensed physicians approved by SBOE to serve on the School's Admissions Committee for the purpose of assisting in the selection of the Idaho resident students to be admitted pursuant to this Agreement. The section also requires that all Idaho resident student applicants who meet the School's screening criteria will be interviewed by one or more of the Idaho licensed physicians approved by SBOE serving on the Admissions

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Committee. The Idaho licensed physicians will also participate as full voting members in selection deliberations involving Idaho resident student applicants.

According to UUSM, having the same physicians on the interview committee and on the selection committee has resulted in a less objective evaluation by the selection committee. UUSM requests that the procedure come into compliance with the evaluation done for all other medical school applicants in that those on the interview committee give a written evaluation but are not present and do not sit on the selection committee. This would have the following advantages:

- i. It would be easier to find Idaho physicians to sit on this committee because the time commitment is less.
- ii. The number of Idaho physicians on the selection committee could still be enough to add significant weight to the selection of Idaho students.
- iii. It would make it easier on students to have the interviews all done at one site saving time, money and stress that is associated with the interviews being done at two sites – one in Idaho and one at Utah.

If the interview is more important to the board than selection, UUSM can continue with interviews from Idaho licensed physicians and use the regularly constituted Selection Committee without Idaho representation. Continuing the status quo (that is, allowing the interviewers to participate and vote in selection) is unacceptable to UUSM.

Section 6 changes the inflation factor from the Higher Education Cost Adjustment (HECA) rate to 120% of the published Consumer Price Index (CPI). This change should not have a material impact.

Section 7 further defines who is fiscally responsible should the Idaho Legislature appropriate insufficient funds to meet the total amount due to the School for an academic year. In that case, each Idaho student remaining in the program would be responsible for the difference between the annual support fee and the per student appropriation.

Section 8 combines several reporting requirements into one annual report due to the Board on or before August 31 of each year.

IMPACT

The agreement changes the annual inflation factor from the Higher Education Cost Adjustment to 120% of the Consumer Price Index.

Section 2.b. makes it easier to find Idaho physicians to sit on the selection committee because the time commitment is less, the number of Idaho physicians on the selection committee could still be enough to add significant weight to the selection of Idaho students, and it would make it easier on students to have the interviews all done at one site, saving time, money and stress that is associated with the interviews being done at two sites – one in Idaho and one at Utah.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Renewal of the contract provides a cost-effective way for Idaho students to obtain a medical degree from an out-of-state institution.

ATTACHMENTS

Attachment 1 – University of Utah Medical Contract	Page 5
Attachment 2 – University of Utah Medical Contract-Redline Version	Page 11

STAFF COMMENTS AND RECOMMENDATIONS

Board staff recommends approval of the three-year contract between the University of Utah School of Medicine and the State Board of Education.

BOARD ACTION

A motion to approve the three-year contract between the University of Utah School of Medicine and the State Board of Education as submitted.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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**FOR THE PROVISION OF MEDICAL SCHOOL OPPORTUNITIES
TO RESIDENTS OF THE STATE OF IDAHO**

This Agreement ("Agreement") is executed this ____ day of _____, 2008, between the University of Utah, on behalf of its School of Medicine, located in Salt Lake City, Utah (hereinafter referred to as the "School"), and the Idaho State Board of Education, located in Boise, Idaho, on behalf of the state of Idaho (hereinafter referred to as "SBOE").

WHEREAS, the School has an established, fully accredited, four-year M.D. degree granting School of Medicine, and no such degree is offered by an Idaho public higher education institution; and

WHEREAS, the parties hereto wish to enter into a cooperative program under which the School will reserve for qualified Idaho resident students positions in the School at the in-state tuition and fee rate established by the School for residents of the state of Utah, and SBOE will make annual support fee payments in support of such Idaho resident students enrolled pursuant to this Agreement, which cooperative program will benefit both parties in reducing costs, and will improve other benefits to both parties; and

WHEREAS, the School is dedicated to the improvement of health care delivery in the Intermountain region, which includes the states of Utah and Idaho; and

WHEREAS, the parties hereto anticipate that this cooperative program will result in significant progress in improving health care delivery, especially rural health care, in the Intermountain region;

NOW THEREFORE, it is mutually agreed as follows:

1. Positions Reserved for Idaho Resident Students.

(a) Each academic year upon agreement of both parties, the School will reserve a minimum of eight (8) new positions, and up to twelve (12) new positions, in its entering class pursuant to this Agreement for Idaho resident students seeking an M.D. degree. The SBOE will determine the eligibility of Idaho resident students who wish to participate in the cooperative program covered by this Agreement, and hereby delegates to Idaho State University, located in Pocatello, Idaho, the responsibility of designating those students who meet Idaho residency criteria and who are eligible to receive the benefits of this Agreement. The regular course of instruction to receive an M.D. degree at the School is four (4) years.

(b) If an Idaho resident enrolled at the School pursuant to this Agreement permanently withdraws or is dismissed prior to completion of the M.D. degree, then the next academic year the School may accept another eligible Idaho resident student who is currently enrolled in the School's program in consultation with the SBOE. In such event,

an Idaho resident student shall assume the vacant position of the Idaho resident student who has withdrawn or was dismissed. However, such student shall only receive the benefits of this Agreement for the remaining years of eligibility for the Idaho resident student who withdrew or was dismissed prior to completion of the M.D. degree.

(c) An Idaho resident enrolled at the School pursuant to this Agreement may request a leave of absence with the approval of both the School and SBOE, which will generally be granted for purposes such as participating in an academic program intended to further such student's training in the field of medicine, or for cases of significant hardship. In such event, an Idaho resident student shall not be permitted to assume the temporary vacant position of the Idaho resident student on leave of absence, without the approval of the SBOE. The funding otherwise available for a student on an approved leave of absence will be made available by the SBOE for the benefit of such student for the remaining years of medical training at the School when the student returns to full academic status; however, the SBOE shall not be responsible for any increases in the annual support fee. At no time will any student be sponsored by the SBOE for more than a total of four (4) years.

(d) Unless the student withdraws or is dismissed as contemplated in paragraph 1(b) above, each Idaho resident student enrolled at the School under this cooperative program (including a student on leave of absence pursuant to paragraph 1(c) above) shall be permitted to continue at the School until such student has finished the regular course of instruction required to receive the M.D. degree (i.e.: four (4) years of academic instruction); notwithstanding, funding for such student under this Agreement is subject to the limitations described in Section 7 hereinbelow. The regular course of instruction may be increased or decreased for a particular student on a case by case basis as agreed upon by the School and SBOE. At no time will any student be sponsored by the SBOE for more than a total of four (4) years.

(e) An Idaho resident student who is offered and accepts a reserved position shall, from that point forward in such student's course of instruction at the School, be considered a resident of Idaho, notwithstanding establishment of legal residence in the state of Utah.

(f) Except as otherwise permitted by this Agreement, the number of positions reserved each year may be increased or decreased only by mutual written consent of both parties to this Agreement.

2. Admission Requirements.

(a) All Idaho resident students designated as eligible for benefits under this Agreement must apply for admission to the School in accordance with the regular admission procedures of the School, which includes the application process of the American Medical College Application Service, and the screening criteria and interview procedures developed by the School.

(b) The School agrees to designate at least four (4) Idaho licensed physicians approved by SBOE to serve on the School's Admissions Committee for the purpose of assisting in the selection of the Idaho resident students to be admitted pursuant to this Agreement. The Assistant Dean for Idaho Affairs will also serve as a member of such Admissions Committee. The Idaho licensed physicians will also participate as full voting members in selection deliberations involving Idaho resident student applicants. Idaho physicians may participate by teleconference but if they attend in person, then the SBOE will be responsible for all SBOE pre-approved travel expenses related to the Idaho licensed physicians serving on the Admissions Committee, in accordance with Idaho State Board of Examiner's travel policies. The Dean of the School, or his designee, shall have final authority over the acceptance or rejection of Idaho student applicants.

3. Rules and Regulations. Except as otherwise expressly provided for in this Agreement, Idaho resident students holding reserved positions shall be subject to the same academic, disciplinary, and other rules, regulations, requirements, and privileges that are applicable to all other students in the School.

4. Clinical Rotations in Idaho. As part of the regular course of instruction for an M.D. degree, students may participate in clinical rotations. The parties agree that the Idaho resident students enrolled pursuant to the cooperative program covered by this Agreement shall serve such clinical rotations at facilities in the state of Idaho. Upon a showing of hardship by the Idaho resident student, this requirement that a clinical rotation occur at a facility in the state of Idaho may be waived by the SBOE. The coordination of such clinical rotations shall be the responsibility of the School. The School shall report annually to the SBOE on the status of student clinical rotations in the state of Idaho.

5. Tuition. Idaho resident students who are enrolled under the provisions of this Agreement shall be assessed the tuition and fees established for Utah resident students. In addition, Idaho resident students may be assessed any additional tuition and fees that may be required by law or required by SBOE.

6. Annual Support Fee and Payments.

(a) The total annual support fee that SBOE agrees to pay the School for each Idaho resident student enrolled in the School under this cooperative program for the 2008-09 academic year shall be \$35,177 which is the amount appropriated by the State of Idaho.. Thereafter, the parties agree that the annual support fee for each Idaho resident student shall increase by 120% of the Consumer Price Index. The index used shall be the published December to December Consumer Price Index for the 2nd year preceding the academic year. The published Consumer Price Index used will be from the U.S. Department of Labor, Bureau of Labor Statistics, All Urban Consumers, U.S. City Averages, All Items.

(b) The SBOE's annual support fee obligation each academic year shall only be for Idaho resident students actually enrolled in the cooperative program under this Agreement during such academic year, and accordingly shall be subject to adjustment as described in Section 8 hereinbelow.

(c) The SBOE agrees to make the annual support fee payment to the School within thirty (30) days after receiving from the School the annual support fee statement, which details the Idaho resident students enrolled under this Agreement.

(d) SBOE's payment obligation for each Idaho resident student enrolled in the School pursuant to this Agreement will continue for the length of enrollment of each Idaho resident student in the School. The receipt of any scholarship by an Idaho resident student, including any federal scholarship, will not reduce the SBOE's obligation under this Agreement.

(e) The School agrees to collect the incentive fee assessed by SBOE pursuant to Idaho Code §33-3723, establishing the Idaho Rural Physician Incentive Program. Each academic year SBOE will notify the School of the amount to be collected from each Idaho resident student enrolled pursuant to this cooperative program for that school year. The School will collect the fee from all Idaho sponsored students, and promptly transfer such funds to SBOE.

7. Legislative Appropriation. SBOE agrees that it will include support obligations which it anticipates will become due as a result of this Agreement in each budget submitted to the Idaho Legislature, and will use good faith efforts to secure appropriations to meet such anticipated obligations. However, if the Idaho Legislature fails to make any appropriation, or appropriates an amount of money insufficient to meet the total amount due to the School for an academic year, then SBOE will not be obligated for support fee payments beyond the funds appropriated, if any. If the Idaho Legislature appropriates an amount of money insufficient to meet the total amount due to the School for an academic year, then each Idaho resident student who determines to remain in the program shall be responsible for the difference between the annual support fee and the per student appropriation. If the Idaho Legislature fails to make any appropriation or otherwise determines to discontinue Idaho's participation in this cooperative program, then in such event the School will not be obligated to reserve any positions in future entering classes, and the School agrees to permit each Idaho resident student enrolled under this Agreement to continue in the course of instruction leading to the M.D. degree, so long as a satisfactory academic record is maintained and the Idaho resident student pays the applicable tuition and fees. Under these circumstances, the School will have the right to charge each Idaho resident student the tuition and fees established for non-resident students.

8. Refunding of Annual Support Fee. In the event an Idaho resident student enrolled pursuant to this Agreement is terminated during an academic year for any reason, then the School will refund to SBOE the annual support fee payment made on behalf of such student, subject to the same rules and regulations as apply generally to the refund of tuition and fees to medical students enrolled in the School that terminate their course of study during an academic year.

9. Information to SBOE. The School will submit an annual report to SBOE on or before August 31 of each year of this Agreement. In addition, the School will provide to

SBOE on or before August 31 of each year of this Agreement the names of students accepted for the upcoming school year, and a report on the academic progress of continuing students enrolled under this Agreement. From time to time, as information is required for the successful operation of this cooperative program, the School will, upon reasonable request, make additional reports to the SBOE. Such information is limited to that permitted to be disclosed by the School to the SBOE under the Family Education Rights and Privacy Act, 20 U.S.C.A. § 1232g, as amended.

10. Term and Termination. The effective date of this Agreement shall coincide with the beginning of the 2008-2009 academic year of the School, and will expire at the conclusion of the 2010-2011 academic year of the School. Notwithstanding, this Agreement may be terminated by either party prior to the expiration date for any reason upon 30 days written notice to the other party. The parties agree that the expiration or termination of this Agreement shall not affect: (a) the School's obligation with respect to Idaho resident students enrolled under this Agreement at the time of expiration or termination who have not finished their course of study, and (b) SBOE's support fee obligation with respect to Idaho resident students enrolled under this Agreement at the time of expiration or termination who have not finished their course of study, unless such students withdraw or are dismissed as discussed in Section 1(b) hereinabove. This Agreement may not be modified or amended except by a written instrument executed by both parties. If full payment by the SBOE is not made by the due date for such payment, then the Agreement may be terminated immediately, except as it applies to individual Idaho resident students currently enrolled at the School at the time of such termination.

11. Notice. All notices and other communications shall be addressed as follows:

Idaho State Board of Education
Dr. Mike Rush
Executive Director
Office of the State Board of Education
PO Box 83720
Boise, ID 83720-0037

University of Utah
Dr. A. Lorris Betz
Senior Vice President for Health Sciences
University of Utah School of Medicine
50 North Medical Drive
Salt Lake City, UT 84132-0001

IN WITNESS WHEREOF, the parties hereto, by their authorized representatives, have executed this Agreement on this ____ day of _____, 2008.

IDAHO STATE BOARD OF EDUCATION

UNIVERSITY OF UTAH

Executive Director
Idaho State Board of Education

Vice President for Health Sciences
University of Utah

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**FOR THE PROVISION OF MEDICAL SCHOOL OPPORTUNITIES
TO RESIDENTS OF THE STATE OF IDAHO**

This Agreement ("Agreement") is executed this ____ day of _____, 200~~5~~⁸, between the University of Utah, on behalf of its School of Medicine, located in Salt Lake City, Utah (hereinafter referred to as the "School"), and the Idaho State Board of Education, located in Boise, Idaho, on behalf of the state of Idaho (hereinafter referred to as "SBOE").

WHEREAS, the School has an established, fully accredited, four-year M.D. degree granting School of Medicine, and no such ~~program or degree~~ is offered ~~in the state of Idaho~~ by an Idaho public higher education institution; and

WHEREAS, the parties hereto wish to enter into a cooperative program under which the School will reserve for qualified Idaho resident students positions in the School at the in-state tuition and fee rate established by the School for residents of the state of Utah, and SBOE will make annual support fee payments in support of such Idaho resident students enrolled pursuant to this Agreement, which cooperative program will benefit both parties in reducing costs, and will improve other benefits to both parties; and

WHEREAS, the School is dedicated to the improvement of health care delivery in the Intermountain region, which includes the states of Utah and Idaho; and

WHEREAS, the parties hereto anticipate that this cooperative program will result in significant progress in improving health care delivery, especially rural health care, in the Intermountain region;

NOW THEREFORE, it is mutually agreed as follows:

1. Positions Reserved for Idaho Resident Students.

(a) Each academic year upon agreement of both parties, the School will reserve a minimum of eight (8) new positions, and up to twelve (12) new positions, in its entering class pursuant to this Agreement for Idaho resident students seeking an M.D. degree. The SBOE will determine the eligibility of Idaho resident students who wish to participate in the cooperative program covered by this Agreement, and hereby delegates to Idaho State University, located in Pocatello, Idaho, the responsibility of designating those students who meet Idaho residency criteria and who are eligible to receive the benefits of this Agreement. The regular course of instruction to receive an M.D. degree at the School is four (4) years, ~~therefore not more than thirty-two (32) Idaho resident students will be enrolled at the School pursuant to this Agreement at any time during each academic year, subject to certain qualifications and exceptions discussed hereinbelow.~~

(b) If an Idaho resident enrolled at the School pursuant to this Agreement permanently withdraws or is dismissed prior to completion of the M.D. degree, then the next academic year the School may accept another eligible Idaho resident student who is currently enrolled in the School's program in consultation with the SBOE. In such event, an Idaho resident student shall assume the vacant position of the Idaho resident student who has withdrawn or was dismissed. However, such student shall only receive the benefits of this Agreement for the remaining years of eligibility for the Idaho resident student who withdrew or was dismissed prior to completion of the M.D. degree.

(c) An Idaho resident enrolled at the School pursuant to this Agreement may request a leave of absence with the approval of both the School and SBOE, which will generally be granted for purposes such as participating in an academic program intended to further such student's training in the field of medicine, or for cases of significant hardship. In such event, an Idaho resident student shall not be permitted to assume the temporary vacant position of the Idaho resident student on leave of absence, without the approval of the SBOE. The funding otherwise available for a student on an approved leave of absence will be made available by the SBOE for the benefit of such student for the remaining years of medical training at the School when the student returns to full academic status; however, the SBOE shall not be responsible for any increases in the annual support fee. At no time will any student be sponsored by the SBOE for more than a total of four (4) years.

(~~ed~~) Unless the student withdraws or is dismissed as contemplated in paragraph 1(b) above, each Idaho resident student enrolled at the School under this cooperative program (including a student on leave of absence pursuant to paragraph 1(c) above) shall be permitted to continue at the School until such student has finished the regular course of instruction required to receive the M.D. degree (i.e.: four (4) ~~continuous~~ years of academic instruction); notwithstanding, funding for such student under this Agreement is subject to the limitations described in Section 7 hereinbelow. The regular course of instruction may be increased or decreased for a particular student, on a case by case basis ~~as, as may be~~ agreed upon by the School and SBOE ~~parties, provided the total number of Idaho resident students does not exceed thirty-two (32) in any one academic year.~~ At no time will any student be sponsored by the SBOE for more than a total of four (4) years.

(~~de~~) An Idaho resident student who is offered and accepts a reserved position shall, from that point forward in such student's course of instruction at the School, be considered a resident of Idaho, notwithstanding establishment of legal residence in the state of Utah.

(~~ef~~) Except as otherwise permitted by this Agreement, the number of positions reserved each year may be increased or decreased only by mutual written consent of both parties to this Agreement.

2. Admission Requirements.

(a) All Idaho resident students designated as eligible for benefits under this Agreement must apply for admission to the School in accordance with the regular admission procedures of the School, which includes the application process of the American Medical College Application Service, and the screening criteria and interview procedures developed by the School.

(b) The School agrees to designate at least four (4) Idaho licensed physicians approved by SBOE to serve on the School's Admissions Committee for the purpose of assisting in the selection of the Idaho resident students to be admitted pursuant to this Agreement. The Assistant Dean for Idaho Affairs will also serve as a member of such Admissions Committee. ~~All Idaho resident student applicants who meet the School's screening criteria will be interviewed by one or more of the Idaho licensed physicians approved by SBOE serving on this Admissions Committee, in accordance with the School's established interview procedures.~~ The Idaho licensed physicians will also participate as full voting members in selection deliberations involving Idaho resident student applicants. Idaho physicians may participate by teleconference but if they attend in person, then the SBOE will be responsible for all SBOE pre-approved travel expenses related to the Idaho licensed physicians serving on the Admissions Committee, in accordance with Idaho State Board of Examiner's travel policies. The Dean of the School, or his designee, shall have final authority over the acceptance or rejection of Idaho student applicants.

3. Rules and Regulations. Except as otherwise expressly provided for in this Agreement, Idaho resident students holding reserved positions shall be subject to the same academic, disciplinary, and other rules, regulations, requirements, and privileges that are applicable to all other students in the School.

4. Clinical Rotations in Idaho. As part of the regular course of instruction for an M.D. degree, students may participate in clinical rotations. The parties agree that the Idaho resident students enrolled pursuant to the cooperative program covered by this Agreement shall serve such clinical rotations at facilities in the state of Idaho. Upon a showing of hardship by the Idaho resident student, this requirement that a clinical rotation occur at a facility in the state of Idaho may be waived by the SBOE. The coordination of such clinical rotations shall be the responsibility of the School. The School shall report annually to the SBOE on the status of student clinical rotations in the state of Idaho.

5. Tuition. Idaho resident students who are enrolled under the provisions of this Agreement shall be assessed the tuition and fees established for Utah resident students. In addition, Idaho resident students may be assessed any additional tuition and fees that may be required by law or required by SBOE.

6. Annual Support Fee and Payments.

(a) The total annual support fee that SBOE agrees to pay the School for each Idaho resident student enrolled in the School under this cooperative program for the 2004-05 academic year shall be \$27,613 ~~_____~~ 35,177 which is the amount appropriated by the State of Idaho. ~~The support fee will increase to \$30,613 per Idaho resident student for the 2005-06 academic year.~~ Thereafter, the parties agree that the annual support fee for each Idaho resident student shall increase ~~in proportion to any increase in~~ by 120% ~~of by the Higher Education Cost Adjustment (HECA)~~ Consumer Price Index. ~~The index used shall be the published December to December Consumer Price Index for the 2nd year preceding the academic year. The published Consumer Price Index used will be from the U.S. Department of Labor, Bureau of Labor Statistics, All Urban Consumers, U.S. City Averages, All Items. index, using the most current for the most recent year for which data that is available in order to establish; the annual support fee must be established by July 1, 2009 for the 2009-10 academic year, and by July 1, 2010 for the 2010-11 academic year next succeeding academic year.~~

(b) The SBOE's annual support fee obligation each academic year shall only be for Idaho resident students actually enrolled in the cooperative program under this Agreement during such academic year, and accordingly shall be subject to adjustment as described in Section 8 hereinbelow.

(c) The SBOE agrees to make the annual support fee payment to the School within thirty (30) days after receiving from the School the annual support fee statement, which details the Idaho resident students enrolled under this Agreement.

(d) SBOE's payment obligation for each Idaho resident student enrolled in the School pursuant to this Agreement will continue for the length of enrollment of each Idaho resident student in the School. The receipt of any scholarship by an Idaho resident student, including any federal scholarship, will not reduce the SBOE's obligation under this Agreement.

(e) The School agrees to collect the incentive fee assessed by SBOE pursuant to Idaho Code §33-3723, establishing the Idaho Rural Physician Incentive Program. Each academic year SBOE will notify the School of the amount to be collected from each Idaho resident student enrolled pursuant to this cooperative program for that school year. The School will collect the fee from all Idaho sponsored students, and promptly transfer such funds to SBOE.

7. Legislative Appropriation. SBOE agrees that it will include support obligations which it anticipates will become due as a result of this Agreement in each budget submitted to the Idaho Legislature, and will use good faith efforts to secure appropriations to meet such anticipated obligations. However, if the Idaho Legislature fails to make any appropriation, or appropriates an amount of money insufficient to meet the total amount due to the School for an academic year, then SBOE will not be obligated for support fee payments beyond the funds appropriated, if any. If the Idaho Legislature appropriates an amount of money insufficient to meet the total amount due to the School for an academic year, then each Idaho resident student who determines to remain in the program shall be responsible for the difference between the annual

support fee and the per student appropriation. If the Idaho Legislature fails to make any appropriation or otherwise determines to discontinue Idaho's participation in this cooperative program, and then in such event the School will not be obligated to reserve any positions in future entering classes, ~~and, if no appropriation is made, or the amount is insufficient for payments to be made for all Idaho resident students previously admitted under this Agreement, then~~ the School agrees to permit each Idaho resident student enrolled under this Agreement to continue in the course of instruction leading to the M.D. degree, so long as a satisfactory academic record is maintained and the Idaho resident student pays the applicable tuition and fees. Under these circumstances, the School will have the right to charge each Idaho resident student the tuition and fees established for non-resident students.

8. Refunding of Annual Support Fee. In the event an Idaho resident student enrolled pursuant to this Agreement is terminated during an academic year for any reason, then the School will refund to SBOE the annual support fee payment made on behalf of such student, subject to the same rules and regulations as apply generally to the refund of tuition and fees to medical students enrolled in the School that terminate their course of study during an academic year.

9. Information to SBOE. The School will submit an annual report to SBOE on or before August 31 of each year of this Agreement. ~~In addition, the School will provide to SBOE on or before July 31 of each academic year covered by this Agreement information regarding the established tuition and fees for Utah residents for the upcoming academic year. In addition, the School will provide to SBOE~~ on or before August 31 of each ~~academic year~~ of this Agreement the names of students accepted for the upcoming school year ~~under this Agreement~~, and a report on the academic progress of continuing students enrolled under this Agreement. From time to time, as information is required for the successful operation of this cooperative program, the School will, upon reasonable request, make additional reports to the SBOE. Such information is limited to that permitted to be disclosed by the School to the SBOE under the Family Education Rights and Privacy Act, 20 U.S.C.A. § 1232g, as amended.

10. Term and Termination. The effective date of this Agreement shall coincide with the beginning of the 2004~~8~~-2005~~9~~ academic year of the School, and will expire at the conclusion of the 2007~~10~~-2008~~11~~ academic year of the School. Notwithstanding, this Agreement may be terminated by either party prior to the expiration date for any reason upon 30 days written notice to the other party. The parties agree that the expiration or termination of this Agreement shall not affect: (a) the School's obligation with respect to Idaho resident students enrolled under this Agreement at the time of expiration or termination who have not finished their course of study, and (b) SBOE's support fee obligation with respect to Idaho resident students enrolled under this Agreement at the time of expiration or termination who have not finished their course of study, unless such students withdraw or are dismissed as discussed in Section 1(b) hereinabove. This Agreement may not be modified or amended except by a written instrument executed by both parties. If full payment by the SBOE is not made by the due date for such payment, then the Agreement may be terminated immediately, except as it applies

to individual Idaho resident students currently enrolled at the School at the time of such termination.

11. Notice. All notices and other communications shall be addressed as follows:

Idaho State Board of Education

~~MDr. Gary Stivers~~ Mike Rush

Executive Director

Office of the State Board of Education

PO Box 83720

Boise, ID 83720-0037

University of Utah

Dr. A. Lorris Betz

Senior Vice President for Health Sciences

University of Utah School of Medicine

50 North Medical Drive

Salt Lake City, UT 84132-0001

IN WITNESS WHEREOF, the parties hereto, by their authorized representatives, have executed this Agreement on this ____ day of _____, 20048.

IDAHO STATE BOARD OF EDUCATION

UNIVERSITY OF UTAH

Executive Director

Idaho State Board of Education

Vice President for Health Sciences

University of Utah

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

3. Acquisition of Personal Property and Services

- a. Purchases of equipment, data processing software and equipment, and all contracts for consulting or professional services either in total or through time purchase or other financing agreements, between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval by the executive director. The executive director must be expressly advised when the recommended bid is other than the lowest qualified bid. Purchases exceeding five hundred thousand dollars (\$500,000) require prior Board approval.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Corporate sponsorship agreement with Boise Office Equipment

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.6.b

BACKGROUND

Boise State University's Athletics Department actively promotes corporate sponsorships of its intercollegiate athletic teams and facilities. These agreements give sponsors an opportunity to advertise and promote their organization at university athletic events and in media advertising in exchange for a multi-year monetary commitment.

DISCUSSION

This sponsorship is designated as a major corporate partnership with benefits including signage and media advertisement in Boise State University's athletic venues, radio, television and print advertisements as well as corporate hospitality benefits including rights to game sponsorship, use of logo in advertising, tickets to certain events and access to coaches for speaking engagements. Details of the corporate sponsorship agreement are found in the Attachment 1 on page 2.

IMPACT

The value of this contract is based on the success of Boise State University's intercollegiate athletics program and the sponsor's interest in being affiliated with the program. The proposed sponsorship agreement provides that Boise Office Equipment pay Boise State University \$50,000 cash and \$40,000 in-kind trade for each year of the three-year agreement.

ATTACHMENTS

Attachment 1 – Agreement Summary	Page 3
Attachment 2 – Draft Agreement	Page 5

STAFF COMMENTS AND RECOMMENDATIONS

Over three years the university will be paid \$150,000 in cash and \$120,000 in-kind trade.

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD ACTION

A motion to approve Boise State University's request to enter into a corporate sponsorship agreement with Boise Office Equipment in accordance with the terms in the attached final draft of the agreement.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

ATTACHMENT 1

SUMMARY OF BOISE OFFICE EQUIPMENT CONTRACT TERMS AND CONDITIONS

Contract term: July 1, 2008 through June 30, 2011

Financial Terms and Conditions

Boise State University will provide Boise Office Equipment the following:

Signs/advertising in the following venues:

- Bronco Stadium
- Taco Bell Arena
- Bronco Vision Video Board

Radio and Television Advertising

Game Print Advertising

Internet Advertising

Mail Advertising

Corporate Hospitality and Entertainment Opportunities

In return for the above, Boise Office Equipment will provide the following for Boise State University:

- Year 1: \$50,000 in cash and \$40,000 in-kind trade
- Year 2: \$50,000 in cash and \$40,000 in-kind trade
- Year 3: \$50,000 in cash and \$40,000 in-kind trade
- Service on certain office equipment in Athletics Department

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CORPORATE PARTNER AGREEMENT

THIS AGREEMENT, made this _____ day of April, 2008, by and between Boise State University (herein after BSU) and the Boise Office Equipment (herein after "BOE" or "Partner").

Witnesseth:

WHEREAS, BSU has a proprietary interest in its intercollegiate athletic teams and facilities and in the use of any material relating to those teams and facilities; and WHEREAS, Partner desires to purchase certain rights from BSU pertaining to the advertising and partnership of BSU athletics and summer camps; and

WHEREAS, BSU is willing to license such rights to Partner upon the terms and conditions set forth below;

NOW, THEREFORE, in consideration of the covenants and terms of the Agreement, BSU agrees to license to Partner rights to advertise and partner with BSU athletics as set forth herein:

A. BSU hereby grants to partner the rights to be one of six Team Bronco Major Corporate Partners for BSU Athletics beginning July 1, 2008 through June 30, 2011.

B. BSU shall provide BOE the following:

Bronco Stadium:

Stadium Interior

- Two 3 x 14 foot back-lit static ad panel on stadium fascia linked to scoring mechanism
- One 4 x 8 foot back-lit static ad panel in the North Endzone field level
- One 3 x 18 foot Sideline Signature for all Football home games

Humanitarian Bowl

- All BOE permanent signage to remain in place for each Humanitarian Bowl held in Bronco Stadium during the term of this Agreement (this does not include the temporary sideline signatures)

Taco Bell Arena

Taco Bell Arena Interior

- Two 5 x 10 foot back lit rotators on fascia behind each basket linked to scoring mechanism
- Three 3 x 9 foot back lit rotator ad panels on either side of the basketball floor
- One 3 x 8 foot back lit static ad panel on either side of the basketball floor

Bronco Vision

Bronco Vision Video Board

- One 30 second PSA per home football and basketball game
- One In-Game Promotional Feature per home football and basketball game (i.e. – BOE Copier Race, Halftime Statistics)
- One In-Game Partner Thank-You by Head Football and Basketball

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Radio & Television

Radio (KIDO/Peak Broadcasting)

- One 15-second spot within the game day Football broadcast on KIDO Radio
- One 30-second Coaches Thank-You spot during all Football and Men's Basketball broadcasts

Boise State Radio

- 50 rotating underwriting spots as Corporate Partner of Bronco Athletics per year on Boise State Radio Network (Boise State Radio comprised of KBSU, KBSX, KBSS and KBSW)

Television (KTVB Media Group)

- One 30-second commercial spot during each live or replayed Bronco football and basketball telecast by the KTVB Media Group. Football live broadcasts also include KTFT in Twin Falls, KSKN in Spokane and KPVI in Pocatello/Idaho Falls.
- Rotating spots on KTVB and 24/7 NewsChannel from September to March (minimum of 15 spots on KTVB during Prime Time and minimum of 175 rotating spots on 24/7)

Print Advertising

Game Program Advertising

- One full page color ad in each home football and basketball game program

Internet

Broncosports.com

- BOE logo on BSU Athletic Home Page
- Direct link to company home page from www.broncosports.com
- Rotating BOE banner on Bronco Vision video player showing streamed live events or archived video content
- Available promotional opportunities on Web Page to be determined

Athletic Department Mailings

Football and Basketball Season Ticket Mailings

- Inclusion in all season ticket mailings done by Boise State Athletics. Print materials to be provided by BOE and be limited to a single sheet no larger than 8 ½ x 11.

Corporate Hospitality and Entertainment

Motivational Speakers

- Use of a Boise State coaching staff or administrative staff member 60 minutes per year (based on availability and agreed upon by chosen coach/administrator) for speaking engagement or

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

corporate appearance for employees and/or customers, with the potential to purchase additional speaking engagements at agreed upon times/rates.

- Use of a Boise State head coach, coaching staff, administrative staff member, cheerleaders, mascot, dance team or marching band for a promotional commercial shoot once per year. All shoots based on availability and agreed upon by chosen coach, administrator or other group.

Team Travel

- Two spots to an away football game to be determined by Boise State (airline, lodging and game tickets included in travel package).

Logo Rights

- License to utilize athletic mark and Team Bronco logo in self-promotions and marketing efforts, provided, however, that all use of the University's logos in any medium must have prior approval from the University.

Passes

- Two sideline passes to all home football games
- Six reserved parking passes for football in Bronco Stadium parking lot
- Six parking passes for men's basketball
- 16 passes to Corporate Tailgate Party at each home football game.

Season Tickets and Bronco Athletic Association Membership

- 4 Club Seats in SkyClub Facility at Bronco Stadium
- 16 VIP season tickets to all BSU Athletic Events
- 6 Bronco Athletic Association Memberships

- C. In consideration for all rights and benefits granted to BOE in this Agreement, BOE shall pay to BSU a Sponsorship Fee for each of the 2008-2009, 2009-2010 and 2010-2011 Seasons as follows:

1. BOE shall pay BSU Athletics the full amount in cash by March 30th of 2009, 2010 and 2011 as follows:
 - Year #1: \$50,000 cash and \$40,000 in-kind trade
 - Year #2: \$50,000 cash and \$40,000 in-kind trade
 - Year #3: \$50,000 cash and \$40,000 in-kind trade
 - BOE inventory provided each year of this agreement. Service, not supplies for the machines are included in this agreement

D. PROMOTIONAL MERCHANDISE

Partner further agrees, as partial consideration for this Agreement, that during the course of this Agreement, all promotional merchandise purchased by Partner containing the BSU or Big Four names, logos, or trademarks shall be purchased through University-owned stores through BSU's corporate product and price list.

- E. In establishing this multi-year partnership with BSU Athletics, your company shall be industry exclusive throughout Boise State Athletics. No other competitor shall have any permanent presence in Bronco Stadium or Taco Bell Arena during the term of this agreement.

- F. The Partner shall comply with all University policies; and local, state and federal laws in the performance of this Agreement and in the usage of the rights granted hereunder.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

G. The rights granted to each party hereunder are not assignable or transferable by either party without the express written consent of the other party, which consent shall not be unreasonably withheld.

H. Any questions or concerns regarding this Agreement should be addressed to:

Brad Larrondo
Assistant Athletic Director
1910 University Drive
Boise, ID 83725

I. Either party shall have the right to terminate this Agreement in the event that the other party is in material breach of its obligations hereunder and such breach has not been cured within thirty (30) days of written notice thereof from the non-breaching party.

J. In the event litigation is brought by either party arising from the terms of this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, costs, and disbursements incurred in connection with such action. In such event, the parties agree that the District Court for the Fourth Judicial District of the State of Idaho in and for the County of Ada shall have jurisdiction over the dispute, and shall be the appropriate venue for the handling of such action.

K. This Agreement is contingent upon the approval of the Idaho State Board of Education, and shall be construed in accordance with Idaho law.

L. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof, and supersedes and replaces all prior agreements and understandings. This Agreement may only be amended in writing, executed by both parties.

M. BOE will have the first right of negotiation as a Team Bronco Partner and will exercise this option no later than March 15, 2011.

N. The relationship between the parties is that of University and sponsor, and parties to this Agreement. The parties acknowledge that they are separate legal entities, and that, notwithstanding the informal use of the term "partner" in this Agreement, nothing herein shall be deemed to create or imply the existence of a legal partnership, joint venture, agency relationship, or any other type of legal relationship.

IN WITNESS whereof, the parties have caused this Agreement to be executed on the date first set forth above.

BOISE OFFICE EQUIPMENT

By _____
Brent Kelly
Boise Office Equipment

BOISE STATE UNIVERSITY

By _____
Gene Bleymaier
Director of Athletics

By _____
Stacy Pearson
Vice President, Finance & Administration

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

6. Disposal of Personal Property

Sale, surplus disposal, trade-in, or exchange of property with a value greater than two hundred fifty thousand dollars (\$250,000) requires prior Board approval.

b. Sale of Services

The sale of any services or rights (broadcast or other) of any institution, school or agency requires prior approval of the Board when it is reasonably expected that the proceeds of such action may exceed two hundred fifty thousand dollars (\$250,000). Any sale of such services or rights must be conducted via an open bidding process or other means that maximizes the returns in revenues, assets, or benefits to the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Corporate sponsorship agreement with Northwest Dodge Dealers.

REFERENCE

August 2005

Board approved corporate sponsorship agreement with Northwest Dodge Dealers.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.6.b

BACKGROUND

Boise State University's Athletics Department actively promotes corporate sponsorships of its intercollegiate athletic teams and facilities. These agreements give sponsors an opportunity to advertise and promote their organization at university athletic events and in media advertising in exchange for a multi-year monetary commitment.

DISCUSSION

This sponsorship is designated as a major corporate partnership with benefits including signage and media advertisement in Boise State University's athletic venues, radio, television and print advertisements as well as corporate hospitality benefits including rights to game sponsorship, use of logo in advertising, tickets to certain events and access to coaches for speaking engagements. Details of the corporate sponsorship agreement are found in the attached copy of the proposed agreement.

IMPACT

The value of this contract is based on the success of Boise State University's intercollegiate athletics program and the sponsor's interest in being affiliated with the program. The proposed sponsorship agreement provides that Northwest Dodge Dealers pay Boise State University \$189,000 for each year of the two-year agreement.

ATTACHMENTS

Attachment 1 – Agreement Summary

Page 3

Attachment 2 – Draft Agreement

Page 5

STAFF COMMENTS AND RECOMMENDATIONS

This agreement calls for a total of \$378,000 over the two year contract term.

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD ACTION

A motion to approve Boise State University's request to enter into a corporate sponsorship agreement with Northwest Dodge Dealers in accordance with the terms in the attached final draft of the agreement.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

ATTACHMENT 1

**SUMMARY OF NORTHWEST DODGE DEALERS CONTRACT TERMS AND
CONDITIONS**

Contract term: July 1, 2008 through June 30, 2010

Terms and Conditions:

Boise State University will provide Boise Office Equipment the following:

Signs and advertising in the following venues:

- Bronco Stadium
- Taco Bell Arena
- Bronco Vision Video Board

Radio and Television Advertising

Game Print Advertising

Internet Advertising

Mail Advertising

Corporate Hospitality and Entertainment Opportunities

In return for the above, Boise Office Equipment will make the following payments to
Boise State University:

- Year 1: \$189,000 cash payment
- Year 2: \$189,000 cash payment

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CORPORATE PARTNER AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2008, by and between Boise State University (herein after BSU) and the Northwest Dodge Dealers (herein after "NWDD" or "Partner").

Witnesseth:

WHEREAS, BSU has a proprietary interest in its intercollegiate athletic teams and facilities and in the use of any material relating to those teams and facilities; and WHEREAS, Partner desires to purchase certain rights from BSU pertaining to the advertising and partnership of BSU athletics and summer camps; and

WHEREAS, BSU is willing to license such rights to Partner upon the terms and conditions set forth below;

NOW, THEREFORE, in consideration of the covenants and terms of the Agreement, BSU agrees to license to Partner rights to advertise and partner with BSU athletics as set forth herein:

A. BSU hereby grants to partner the rights to be one of four Big Four Major Corporate Partners for BSU Athletics beginning July 1, 2008 through June 30, 2010.

B. BSU shall provide NWDD the following:

Bronco Stadium:

Stadium Interior

- One 12 x 14 foot back-lit static ad panel on Bronco Vision Video Board
- One 3 x 8 foot back-lit ad panel on south auxiliary scoreboard
- One 3 x 18 foot Sideline Signature for all Football home games on the East sideline

Stadium Exterior

- One 7x 24 foot front lit panel on stadium exterior facing Broadway Avenue

Humanitarian Bowl

- All NWDD permanent signage to remain in place for each Humanitarian Bowl held in Bronco Stadium during the term of this Agreement (this does not include the temporary sideline signatures)

Taco Bell Arena

Taco Bell Arena Interior

- One 2 x 8 foot back lit ad panel on Bronco Vision Video Board
- One 2 x 4 foot back lit ad panel on Bronco Vision Video Board
- One 3 x 9 foot back lit ad panels behind each basket next to game scoring mechanisms
- One 2 x 2 foot back lit ad panel located to scoring mechanism behind north basket
- Three 3 x 9 foot back lit rotator ad panel on each side of the basketball floor
- One 3 x 9 foot back lit static ad panel on each side of the basketball floor

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 19-20, 2008

Taco Bell Arena Exterior

- 13 x 25 foot electronic message board with back-lit presence of Big 4 Bronco Logo
- Business Logo and Electronic Messages on Taco Bell Arena Exterior Reader Board

Basketball Floor Logos

- Two 8 x 8 foot NWDD Logos on each side of the basketball floor for all men's and women's home basketball games played in Taco Bell Arena

Bronco Vision

Bronco Vision Video Board

- Replay sponsor during all FB/BB home games (NWDD logo leads into each Bronco Vision replay for one quarter each FB/BB home game)
- One 30 second promotional spot per home football and basketball game
- One In-Game Promotional Feature per home football and basketball game (i.e. – Dodge Keys To The Game)
- One In-Game Partner Thank-You by Head Football and Basketball

Additional Venue Signage

Bronco Venues

- Bronco Gym (NWDD Logo)
- Boas Soccer Complex (3 x 9 foot static ad panel on score board with NWDD Logo)
- Jackson's Indoor Track (4.5 x 5 foot static ad panel on scoreboard with Big 4 Logo)

Radio & Television

Radio (KIDO/Peak Broadcasting)

- One 15-second spot within the game day Football and Basketball broadcast on KIDO Radio
- One 30-second Coaches Thank-You spot during all Football and Men's Basketball broadcasts
- Rotating Tag Lines ("Brought to you by the Northwest Dodge Dealers") on Boise State Athletics promotional airtime

Boise State Radio

- 100 rotating underwriting spots as Corporate Partner of Bronco Athletics per year on Boise State Radio Network (Boise State Radio comprised of KBSU, KBSX, KBSS and KBSW)

Television (KTVB Media Group)

- One 30-second commercial spot during each live or replayed Bronco football and basketball telecast by the KTVB Media Group. Football live broadcasts also include KTFT in Twin Falls, KSKN in Spokane and KPVI in Pocatello/Idaho Falls.
- Rotating spots on KTVB and 24/7 NewsChannel from September to March (minimum of 25 spots on KTVB during Prime Time and minimum of 300 rotating spots on 24/7)
- Rotating Tag Lines or Logo Presence ("Brought to you by the Northwest Dodge Dealers") on Boise State Athletics promotional airtime running on KTVB and 24/7

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 19-20, 2008

Print Advertising

Game Program Advertising

- One full page color ad in each home football and basketball game program

Outdoor Advertising

- Bottom 1/3 of two 11 x 24 foot billboards per Football and Men's Basketball Season (Aug-March)
- Panel Advertising (front of bus) on Bronco Bus run by Valley Ride for three months per year

Big 4 Bronco Logo present on all of the following:

- Schedule Cards (100,000)
- Game Programs Covers (100,000)
- Media Guides (10,000)
- Team Posters (20,000)
- BAA Membership Magazine (14,000)
- Season Ticket Stock (175,000)
- Season Ticket Mailer Envelopes for Football and Men's Basketball (10,000)
- Summer Sports Camp Brochures (50,000)

Internet

Broncosports.com

- NWDD logo on BSU Athletic Home Page
- Direct link to company home page from www.broncosports.com
- Rotating NWDD banner on Bronco Vision video player showing streamed live events or archived video content
- Available promotional opportunities on Web Page to be determined

Athletic Department Mailings

Football and Basketball Season Ticket Mailings

- Inclusion in all season ticket mailings done by Boise State Athletics. Print materials to be provided by NWDD and be limited to a single sheet no larger than 8 ½ x 11.

Corporate Hospitality and Entertainment

Motivational Speakers

- Use of a Boise State coaching staff or administrative staff member 60 minutes per year (based on availability and agreed upon by chosen coach/administrator) for speaking engagement or corporate appearance for employees and/or customers, with the potential to purchase additional speaking engagements at an agreed upon times/rates.
- Use of a Boise State head coach, coaching staff, administrative staff member, cheerleaders, mascot, dance team or marching band for a promotional commercial shoot once per year. All

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 19-20, 2008

shoots based on availability and agreed upon by chosen coach, administrator or other group.

Team Travel

- Two spots to an away football game to be determined by Boise State (airline, lodging and game tickets included in travel package).

Logo Rights

License to utilize athletic mark and Big Four logo in self-promotions and marketing efforts, provided, however, that all use of the University's logos in any medium must have prior approval from the University.

Passes

- Two sideline passes to all home football games
- Six reserved parking passes for football in Bronco Stadium parking lot
- Six parking passes for men's basketball
- 16 passes to Corporate Tailgate Party at each home football game.

Game Sponsorship

- Title sponsor for one home football and men's basketball game during each season
- 50 additional VIP tickets for select football and men's basketball game
- NWDD banner above each stadium / arena entrance
- Individual logo on game programs and tickets for each selected game
- All TV, Radio, and Print advertising surrounding your game..."Brought to you by..."
- Promotional giveaway opportunities available for each selected game

Season Tickets and Bronco Athletic Association Membership

- 4 Club Seats in SkyClub Facility at Bronco Stadium
- 16 VIP season tickets to all BSU Athletic Events
- 400 Additional North End Zone tickets to each home football game
- 36 Additional Reserved Men's Basketball Season Tickets
- 6 Bronco Athletic Association Memberships

Dodge "Touchdown Truck"

- Touchdown Truck to be on display inside Bronco Stadium at all home football games
- Touchdown Truck may be utilized in on field promotions involving the NWDD
- Insurance and Liability for Touchdown Truck to be covered by BSU and State of Idaho

Promotions

****Football** – BSU to provide insurance on truck giveaway or truck lease (approved by NWDD prior to football season) during all home football games (ie – Halftime Punt, Pass and Kick for a Truck). Truck will be displayed inside stadium with possibility of truck actually being used for certain promotion (approved by NWDD prior to season).

****Basketball** -- BSU to provide insurance on truck giveaway or truck lease (approved by NWDD prior to basketball season) during all men's home basketball games (ie – Halftime Shoot For a Truck promotion). Truck will displayed outside the Taco Bell Arena with possibility of truck actually

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

being used for certain promotion (approved by NWDD prior to season)

C. In consideration for all rights and benefits granted to the NWDD in this Agreement, NWDD shall pay to BSU a Sponsorship Fee for each of the 2008-2009 and 2009-2010 Seasons as follows:

1. NWDD shall pay BSU Athletics the full amount in cash by March 30th of 2009 and 2010 as follows:

- Year #1: \$189,000
 - Payment #1 (\$37,800) Due on October 30, 2008
 - Payment #2 (\$37,800) Due on November 30, 2008
 - Payment #3 (\$37,800) Due on January 30, 2009
 - Payment #4 (\$37,800) Due on February 30, 2009
 - Payment #5 (\$37,800) Due on March 30, 2009
- Year #2: \$189,000
 - Payment #1 (\$37,800) Due on October 30, 2009
 - Payment #2 (\$37,800) Due on November 30, 2009
 - Payment #3 (\$37,800) Due on January 30, 2010
 - Payment #4 (\$37,800) Due on February 30, 2010
 - Payment #5 (\$37,800) Due on March 30, 2010

D. PROMOTIONAL MERCHANDISE

Partner further agrees, as partial consideration for this Agreement, that during the course of this Agreement, all promotional merchandise purchased by Partner containing the BSU or Big Four names, logos, or trademarks shall be purchased through University-owned stores through BSU's corporate product and price list.

E. In establishing this multi-year partnership with BSU Athletics, your company shall be industry exclusive throughout Boise State Athletics. No other competitor shall have any permanent presence in Bronco Stadium or Taco Bell Arena during the term of this agreement.

F. The Partner shall comply with all University policies; and local, state and federal laws in the performance of this Agreement and in the usage of the rights granted hereunder.

G. The rights granted to each party hereunder are not assignable or transferable by either party without the express written consent of the other party, which consent shall not be unreasonably withheld.

H. Any questions or concerns regarding this Agreement should be addressed to:

Brad Larrondo
Assistant Athletic Director
1910 University Drive
Boise, ID 83725

I. Either party shall have the right to terminate this Agreement in the event that the other party is in material breach of its obligations hereunder and such breach has not been cured within thirty (30) days of written notice thereof from the non-breaching party.

J. In the event litigation is brought by either party arising from the terms of this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, costs, and disbursements incurred in connection with such action. In such event, the parties agree that the District Court for the Fourth Judicial District of the

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

State of Idaho in and for the County of Ada shall have jurisdiction over the dispute, and shall be the appropriate venue for the handling of such action.

- K. This Agreement is contingent upon the approval of the Idaho State Board of Education, and shall be construed in accordance with Idaho law.
- L. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof, and supersedes and replaces all prior agreements and understandings. This Agreement may only be amended in writing, executed by both parties.
- M. NWDD will have the first right of negotiation as a Big Four Bronco Partner and will exercise this option no later than March 15, 2010.
- N. The relationship between the parties is that of University and sponsor, and parties to this Agreement. The parties acknowledge that they are separate legal entities, and that, notwithstanding the informal use of the term "partner" in this Agreement, nothing herein shall be deemed to create or imply the existence of a legal partnership, joint venture, agency relationship, or any other type of legal relationship.

IN WITNESS whereof, the parties have caused this Agreement to be executed on the date first set forth above.

NORTHWEST DODGE DEALERS

BOISE STATE UNIVERSITY

By _____

By _____

Gene Bleymaier
Director of Athletics

By _____

Stacy Pearson
Vice President, Finance & Administration

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

6. Disposal of Personal Property

Sale, surplus disposal, trade-in, or exchange of property with a value greater than two hundred fifty thousand dollars (\$250,000) requires prior Board approval.

b. Sale of Services

The sale of any services or rights (broadcast or other) of any institution, school or agency requires prior approval of the Board when it is reasonably expected that the proceeds of such action may exceed two hundred fifty thousand dollars (\$250,000). Any sale of such services or rights must be conducted via an open bidding process or other means that maximizes the returns in revenues, assets, or benefits to the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Law enforcement contract with Boise City Police Department

REFERENCE

October 2004 Board approved contract with Boise City Police Department to provide law enforcement services

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.I.1.a and V.I.3.a.
Section 67-2332, Idaho Code
Section 67-5715 through 67-5718, Idaho Code

BACKGROUND

For the past four years, the Boise Police Department has provided law enforcement services for Boise State University. The current contract for these services will expire on October 1, 2008, and the University wishes to enter into an agreement with the Boise Police Department for continued services for an additional year with an annual renewal option through 2012. The Boise City Council has approved the proposed agreement.

DISCUSSION

The proposed contract term is for one year beginning October 1, 2008 through September 30, 2009. The contract may be renewed for three additional one-year periods for a maximum period of four years. Annual costs are as follows:

2008/2009	\$807,664
2009/2010	\$831,893
2010/2011	\$856,850
2011/2012	<u>\$882,556</u>
Total	\$3,378,963

The contract also provides an hourly rate for law enforcement services not associated with the general services of the contract or for services beyond the staffing levels provided in the contract, such as law enforcement for special events. The additional cost of these services is generally billed to the event venue or event producer.

Due to the unique nature of law enforcement services, it is important for the University to build a relationship with its service provider. Therefore, provided that the contract costs remain competitive and the service exceptional, Boise State University would like to continue its arrangement with the Boise City Police

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Department in lieu of seeking a new service provider through the competitive bid process.

IMPACT

This cost represents an average annual increase of 6.09% increase over the cost of the previous four-year contract.

ATTACHMENTS

Attachment 1 – BSU Law Enforcement Services Agreement

Page 5

STAFF COMMENTS AND RECOMMENDATIONS

The institution provided the following information to staff. The Boise Police Department (BPD) contract was reviewed by the City Council and it was determined that the city was losing significant money on the contract and required that the city close the gap. The city has acknowledged there are some advantages to the city patrolling BSU that have a monetary value such as:

- BPD is able to patrol the south campus and surrounding neighborhoods during the normal travel routes of BSU assigned officers
- BPD incurs some costs during special events like football with or without a contract
- Through the mutual aid agreement between law enforcement, if the Sheriff's office patrolled BSU, BPD would have occasional costs to support the county deputies.
- The first contract was bid based on the wages and benefits of new recruits or first year officers, the actual years of service for BSU officers is closer to 10 years, so the veteran police force assigned to BSU has a higher cost.
- BPD is very sensitive to fuel costs which have risen dramatically.
- BPD monetary loss occurs during events when the contract rate pays less than the actual rate the city has to pay the officers for overtime.

The original proposal from BPD was significantly higher, however, the institution was able to negotiate an 11% reduction to get to the final cost.

The \$28 for extra duty pay is for special events like Football and is in addition to, and not included, in the base contract amount of \$807K.

Equipment that is required to be provided by BSU is not included in the contract amount, and these amounts are generally covered by the Security budget, Parking budget, or other centrally funded account. The office space is maintained through occupancy dollars.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Police vehicles generally last for two years which is why there are charges in only the first and third years. If the contract were canceled after the first year, the second year of the vehicles life would be a sunk cost. If it is canceled at the end of the second year, the vehicle is fully used. This cycle repeats for years three and four.

The contract allows for either party to terminate the agreement with 90 days notice. This could be strengthened to require service for the entire contract year and only terminated during the year by BSU with 90-day notice.

Staff recommends approval.

BOARD ACTION

A motion to authorize Boise State University to enter into a law enforcement and security services annual contract with the Boise Police Department not to exceed \$807,664, with the option of three (3) one year extensions not to exceed \$3,378,963 over the life of the contract.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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BSU LAW ENFORCEMENT SERVICES AGREEMENT

This Agreement is entered into between Boise City, a political subdivision of the State of Idaho, and Boise State University, a state educational institution, on the date written below.

RECITALS

WHEREAS, Boise City and the Boise City Police Department (hereinafter "BPD") wish to provide supplemental law enforcement services at Boise State University (hereinafter "BSU"); and

WHEREAS, BSU desires supplemental law enforcement services from BPD; and

WHEREAS, the parties to this Agreement wish to state more fully their rights and responsibilities regarding such supplemental law enforcement services;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Basic Services. BPD will provide supplemental law enforcement services at the campus of BSU, and will perform the customary and usual duties of a law enforcement agency at said campus, including but not limited to the investigation and, where possible, prevention of crimes against persons and property, identification and arrest of violators of state laws, filing investigative and other required reports or documents, patrolling and maintaining building security, traffic control and enforcement (but not parking control), accident investigation and assistance to other law enforcement agencies as appropriate

BPD will also provide officers in uniform at an extra duty rate of \$28 per hour in contract year 2008/2009. This will be for uniformed police security at special events as desired by BSU. This rate will increase as follows 2009/2010-\$31 per hour; 2010/2011-\$33 per hour; and 2011/2012-\$34 per hour.

2. Performance of Duties BPD reserves the right to determine the deployment method for officers performing duties under this Agreement, and the manner in which the services contemplated by this Contract shall be provided. It is understood however, that BSU desires that both the interior and exterior areas of the BSU Campus will be patrolled by foot, bicycle, or by car

3. Controlling Procedures. The procedures of BPD personnel will be governed by the Boise Police Policy Manual (hereinafter "manual"). Where BSU procedure conflicts with the procedures set forth in the manual, the provisions of the manual shall prevail.

BPD will encourage an open dialogue with BSU and the exchange of certain information in areas regarding scheduling needs, public safety concerns, and matters of mutual interest; provided however, that no special relationship or duty is created or contemplated by this reference.

BSU designates the Campus Security Director as its chief liaison for the purposes of such communication.

4. Access to Information. All written requests from the BSU Campus Security Director for information on BPD investigations arising from incidents occurring on BSU property and involving BSU students or employees will be subject to disclosure under the Idaho Open Records Act as set out by Idaho Code §9-335, et seq.

5. P.O.S.T. Training and Personnel. BPD will use P.O.S.T. trained officers in meeting its obligation under this Agreement. Six (6) officers will be assigned to BSU in addition to one (1) lieutenant and four and two-tenths (4.2) Police Records Clerks. Scheduling of personnel shall be by agreement of the parties hereto, and is subject to change due to circumstances.

6. Uniforms and Assignments. Those persons providing law enforcement services under the terms of this Agreement will wear the BPD uniform at all times when performing their duties hereunder, unless otherwise directed by BPD. BPD will maintain complete discretion to make officer assignments for BSU.

7. Law Enforcement Services Hours. BPD will provide the law enforcement services as specified herein on a twenty-four (24) hour-a-day, seven (7) day-a-week basis.

8. Police Records Clerk Hours. The BPD will provide Police Records Clerk personnel at the BPD Campus Sub-Station as specified herein on a twenty-four (24) hour-a-day, seven (7) day-a-week basis. For purposes of this Agreement, Police Records Clerks are not considered "law enforcement services personnel."

Individual shift scheduling of Police Records Clerks shall be at the discretion of BPD; provided, however, that the BPD Sub-Station office hours shall be on a twenty-four (24) hour-a-day, seven (7) day-a-week basis.

9. BSU Policies. BSU may from time to time adopt policies affecting the conduct of persons present on the BSU Campus. To the extent that violation of those policies constitutes a violation of applicable law, including a breach of the peace, or a threat to public health or safety, BPD will take the appropriate law enforcement actions as BPD determines in its sole discretion to be proper under the circumstances. To the extent that violation of those policies does not constitute a violation of applicable law, BPD is not required to take any law enforcement action and may leave the enforcement of those policies to BSU.

10. Price. BSU, in consideration of the services provided under the terms of this Agreement, will pay the total sum of Eight Hundred Seven Thousand Six Hundred Sixty-four dollars (\$807,664) to Boise City, to be paid in eleven (11) equal monthly installments consisting of Sixty-seven Thousand Three Hundred and Five Dollars (\$67,305), and a twelfth installment consisting of Sixty-seven Thousand Three Hundred and Nine Dollars (\$67,309), commencing November 1, 2008.

If the parties agree to extend this Agreement pursuant to Section 14, the prices shall be as follows: Year 2: \$831,893; Year 3: \$856,850; Year 4: \$882,556.

11. Equipment. BSU shall provide office space, furniture and equipment, including but not limited to, telephones, patrol bicycle, pagers and a radio communication system deemed sufficient by BPD for the purposes of this Agreement.

As part of the Agreement price, BPD agrees to provide two (2) suitable patrol cars equipped with appropriate law enforcement equipment, such as lights, sirens, shotgun and radio, and one unmarked patrol vehicle, as well as any law enforcement equipment carried by the officers.

The cost of the three patrol vehicles is incorporated into the first and third years of this Agreement. There will be no additional charges added through the year 2012. All equipment purchased through the Police Department's budget will be serviced by and is considered the property of BPD.

BPD also agrees to provide, at no cost to the University, a motorized safety patrol cart. This vehicle will be used for safety escorts of students and faculty, directed patrols on the inner campus, as well as other proactive police enforcement.

12. Employment. BPD personnel acting pursuant to this Agreement are not the employees of BSU, but remain the employees of Boise City.

13. Hold Harmless. BSU agrees to hold harmless, defend and indemnify Boise City and BPD, or any of their officers, agents or employees from and against all claims, losses, actions or judgments for damages, or injuries to persons or property arising out of or in connection with any negligent or tortious acts or omissions of BSU, its officers, agents or employees related to this Agreement.

Boise City and BPD agree to hold harmless, defend and indemnify BSU, its officers, agents and employees from and against all claims, losses, actions or judgments for damages or injury to persons or property arising out of or in connection with any negligent or tortious acts or omissions of Boise City or BPD, their officers, agents or employees related to this Agreement.

Provided, however, that nothing contained herein shall extend the liability of either party beyond that provided by governing law.

The City of Boise will, at its sole cost and expense, procure and maintain throughout the term of this Agreement the following:

- a. commercial general liability insurance with limits not less than \$1,000,000 with combined property damage and bodily injury liability, including blanket contractual and personal injury liability,

b. automobile liability, including property damage and bodily injury with combined limits of not less than \$1,000,000; and

c. worker's compensation insurance in amounts as required by statute, regardless of the number of employees, or lack thereof, to be engaged in the completion of this Contract.

14. Term. This Agreement is for a period of one (1) year commencing on October 1, 2008, and ending on September 30, 2009, but may be renewed on an annual basis by mutual agreement in writing between the parties. A renewal of this Agreement in the three years following the original expiration date shall be governed by the terms of BPD's final response to the Request for Proposals, including the prices quoted in Section 10 of this Agreement.

15. Entire Agreement. This Agreement constitutes the entire agreement of the parties and all other agreements, oral or written, are merged herein.

16. Cancellation. Either party may cancel this Agreement for nonperformance or poor performance on ninety (90) days written notice. Any cancellation of this Agreement based on an allegation of poor performance must be in good faith and amounts due under this Agreement shall be calculated through the actual date of termination of this Agreement rather than the date of notice of termination.

17. Notice. Notices required or contemplated under this Agreement shall be in writing and mailed or hand delivered to the respective parties at the following addresses, or such other addresses as the parties hereto may, by notice, designate in writing to each other:

Boise State University:

Stacy Pearson
Vice President of Finance and Administration
Boise State University
1910 University Drive
Boise, Idaho 83725
Phone: (208) 426-1200

Boise City Police Department:

Chief Michael Masterson
Chief of Police
Boise City Police Department
7200 Barrister Drive
Boise, Idaho 83704
Phone: (208) 377-6670

18. No Waiver of Future Breach. The failure of a party hereto to insist upon strict performance or observation of this Agreement shall not be a waiver of any breach or of any terms or conditions of this Agreement by any other party.

19. Severability. In the event any provision or section of this Agreement conflicts with applicable law, or is otherwise held to be unenforceable, the remaining provisions shall nevertheless be enforceable and carried into effect.

20. Attorney Fees. In the event of any litigation arising under or as a result of this Agreement or arising from all of the acts to be performed hereunder or the alleged breach of this Agreement, the prevailing party shall recover its costs and reasonable attorney fees.

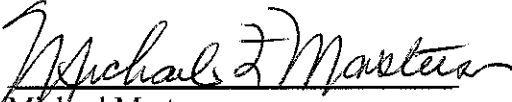
21. Governing Law. This Agreement shall be governed and interpreted pursuant to the laws of the State of Idaho.

22. Amendment. No amendment, alteration or modification of this Agreement shall be effective unless made in writing and duly executed by the parties hereto.

23. Counterparts. The parties will execute five (5) counterparts of this Agreement and each such counterpart shall be deemed an "original" for all purposes.

DATED, this 12 day of February, 2008.

BOISE CITY CHIEF OF POLICE


Michael Masterson

BOISE STATE UNIVERSITY

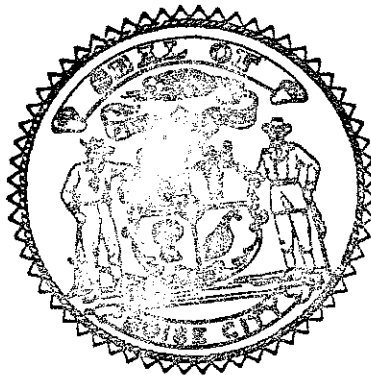
Stacy Pearson

BOISE CITY MAYOR


David H. Bieter

ATTEST:


Boise City Clerk



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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

1. Authority

- a. The Board may acquire, hold, and dispose of real and personal property pursuant to Article IX, Section 2 and Article IX, Section 10, Idaho Constitution, pursuant to various sections of Idaho Code.

3. Acquisition of Personal Property and Services

- a. Purchases of equipment, data processing software and equipment, and all contracts for consulting or professional services either in total or through time purchase or other financing agreements, between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval by the executive director. The executive director must be expressly advised when the recommended bid is other than the lowest qualified bid. Purchases exceeding five hundred thousand dollars (\$500,000) require prior Board approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

IDAHO STATUTES
TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 23
MISCELLANEOUS PROVISIONS

67-2332. INTERAGENCY CONTRACTS. Any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform, including, but not limited to joint contracting for services, supplies and capital equipment, provided that such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties.

IDAHO STATUTES
TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 57
DEPARTMENT OF ADMINISTRATION

67-5715. PURPOSE OF ACT. The Idaho legislature, recognizing that an offered low price is not always indicative of the greatest value, declares it to be the policy of the state to expect open competitive bids in acquisitions of property, and to maximize competition, and maximize the value received by the government of the state with attendant benefits to the citizens.

67-5716. DEFINITIONS OF TERMS. (1) Acquisition. The process of procuring or purchasing property by the state of Idaho.

(2) Procurement. Obtaining property for state use by lease, rent, or any manner other than by purchase or gift.

(3) Property. Goods, services, parts, supplies and equipment, both tangible and intangible, including, but nonexclusively, designs, plans, programs, systems, techniques and any rights and interests in such property.

(4) Goods. Items of personal property, not qualifying as equipment, parts or supplies.

(5) Services. Personal services, in excess of personnel regularly employed for whatever duration and/or covered by personnel system standards, for which bidding is not prohibited or made impractical by statute, rules or generally accepted ethical practices.

(6) Parts. Items of personal property acquired for repair or replacement of unserviceable existing items.

(7) Supplies. Items of personal property having an expendable quality or during their normal use are consumed and which require or suggest acquisition in bulk.

(8) Equipment. Items of personal property which have a normal useful life expectancy of two (2) or more years.

(9) Component. An item of property normally assembled with other items into a unified productive whole at the site of use, which items belong to functional classes that may be interchangeable units of similar function but differing operational or productive capabilities.

(10) Vendor. A person or entity capable of supplying property to the state.

(11) Bidder. A vendor who has submitted a bid on a specific item or items of property to be acquired by the state.

(12) Lowest responsible bidder. The responsible bidder whose bid reflects the lowest acquisition price to be paid by the state; except that when specifications are valued or comparative performance

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

examinations are conducted, the results of such examinations and the relative score of valued specifications will be weighed, as set out in the specifications, in determining the lowest acquisition price.

(13) Contractor. A bidder who has been awarded an acquisition contract.

(14) Agency. All officers, departments, divisions, bureaus, boards, commissions and institutions of the state, including the public utilities commission, but excluding other legislative and judicial branches of government, and excluding the governor, the lieutenant governor, the secretary of state, the state controller, the state treasurer, the attorney general, and the superintendent of public instruction.

(15) Bid. A written offer to perform a contract to purchase or supply property or services in response to an invitation for bid or request for proposal.

(16) Recyclable. Materials that still have useful physical, chemical or biological properties after serving their original purposes and can, therefore, be reasonably reused or recycled for the same or other purposes.

(17) Recycled-content product. A product containing postconsumer waste and/or secondary waste as defined in this section.

(18) Postconsumer waste. A finished material which would normally be disposed of as a solid waste, having completed its life cycle as a consumer item.

(19) Secondary waste. Fragments of products or finished products of a manufacturing process, which has converted a virgin resource into a commodity of real economic value and may include a postconsumer waste.

67-5717. POWERS AND DUTIES OF THE ADMINISTRATOR OF THE DIVISION OF PURCHASING. The administrator of the division of purchasing:

(1) Shall acquire, according to the provisions of this chapter, all property for state agencies;

(2) Shall acquire all property, unless excepted, by competitive bid, and shall specifically require competitive bids for property to be rented, leased or purchased through a deferred payment plan;

(3) Shall determine, based upon the requirements contained in the specification and matter relating to responsibility, the lowest responsible bidder in all competitively bid acquisition contracts;

(4) Shall enter into all contracts and agreements, and any modifications thereto, for the acquisition of any and all property on behalf of and in the name of the state;

(5) Shall, when economically feasible and practical, consolidate requisitions and acquire property in amounts as large as can be efficiently managed and controlled;

(6) May, in the evaluation of paper product bids, give those items that meet the recycled content standards as specified by the administrator a five percent (5%) purchasing preference. As such, those qualifying paper products may be considered to cost five percent (5%) less when choosing the lowest responsible bidder;

(7) May appoint a deputy, who shall have power to act for him and in his place while absent, which deputy shall be bonded to the state of Idaho as prescribed by chapter 8, title 59, Idaho Code;

(8) May require from any contractor the submission of a performance bond for such sum as will, in the opinion of the administrator, guarantee the faithful performance of such contract, and the amount and requirement therefore shall be set out in the specifications;

(9) May enter into open contracts for the acquisition of property commonly used by the various agencies, based upon actual or estimated requirements;

Unless an acquiring agency can show a substantial difference between the required capabilities and the capabilities provided by such property available on open contract, all agencies must utilize such property available on such contracts and failure to comply with this provision will subject the officers responsible for the acquisition to the penalties set forth in this chapter;

(10) May enter into contracts, including leases and rentals, for periods of time exceeding one (1) year provided that such contracts contain no penalty to or restriction upon the state in the event cancellation is necessitated by a lack of financing for any such contract or contracts;

(11) Is authorized and empowered to formulate rules in the conduct of the office of the division of purchasing, subject to the approval of the director of the department of administration; (12) In accordance with established rules of the division, may enter into negotiations for acquisitions;

(13) May inspect property delivered by a contractor to determine whether it meets minimum bid specifications;

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

(14) May classify, after review with the various agencies, the requirements of the state for all property which may be acquired and adopt standards of quality for property, and establish standard specifications for acquisition. Each standard specification shall, until revised or rescinded, apply alike in terms and effect to each future acquisition of the classified property.

**67-5718. REQUISITIONS FOR PROPERTY -- NOTICE -- FORM -- GUARANTEE --
PROCEDURE FOR BIDDING.**

(1) The administrator of the division of purchasing shall not make or cause to be made any acquisition until a requisition for the property to be acquired has been submitted to his office by the requisitioning agency, certifying to the satisfaction of the administrator that there are proper funds or sufficient balance in appropriations out of which the amount of the requisition may lawfully be paid, except as provided to the contrary under provisions of this chapter allowing emergency purchases.

(2) Notice shall be posted of all acquisitions of property, unless otherwise excepted by rules of the division. The notice may be posted electronically. The administrator shall also cause all invitations to bid and requests for proposals to be posted manually in a conspicuous place in the office. The notice shall describe the property to be acquired in sufficient detail to apprise a bidder of the exact nature or functionality of the property required; and shall set forth the bid opening date, time and location.

(3) To enhance small business bidding opportunities, the administrator shall seek a minimum of three (3) bids from vendors having a significant Idaho economic presence as defined in section 67-2349, Idaho Code.

(4) All sealed bids received shall be opened at the time and place specified, and in the public view, and a record of each bid shall then and there be made. Contracts shall be awarded to and orders placed with the lowest responsible bidder on the basis of initial proposals received or, if applicable, following receipt and evaluation of best and final offers or negotiations. The administrator shall have the right to reject any and all bids pursuant to rules established for the division.

(5) Where both the bids and quality of property offered are the same, preference shall be given to property of local and domestic production and manufacture or from bidders having a significant Idaho economic presence as defined in the Idaho Code. In connection with the award of any contract for the placement of any order for state printing, binding, engraving or stationery work, the provisions of sections 60-101 and 60-103, Idaho Code, shall apply to the extent that the same may be inconsistent with any requirements contained in this section.

(6) As used in this section, the word "sealed" does not preclude acceptance of electronically sealed and submitted bids in addition to bids manually sealed and submitted.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Radio Broadcast Rights for Boise State University Athletics

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section V.I.6.b.

BACKGROUND

The University requests permission to enter into a radio rights broadcasting agreement with Peak Broadcasting. This proposed contract was reached via a public bid process followed by final negotiations with the winning bidder.

DISCUSSION

The proposed contract is for a period of two years. The proposed contract includes cash payments to the University of over \$640,000 over the two year term. In addition, the contract provides for over \$200,000 in advertising time as well.

Perhaps more importantly, the contract provides for more exposure to women's athletics and sports other than football and basketball than the University has received in prior agreements. Also new to this agreement, Peak has contracted for the creation of a "Bronco Radio Network" that will broadcast Boise State football and basketball games in markets across the state and around the region. The Bronco Radio Network will include Spanish broadcasts in the Boise market. Other Idaho markets include radio stations in Twin Falls, Idaho Falls, Pocatello, Sun Valley, McCall, and Lewiston. Regional markets include broadcasts in Ontario, Baker City, La Grande, Oregon, the Tri-Cities (Richland, Pasco and Kennewick) and Spokane, Washington (this market also serves Coeur d' Alene, Idaho). The estimated value of the air time to broadcast the games in these markets over the two year agreement is \$1,000,000.

IMPACT

The University will generate revenue from the radio rights agreement. More importantly, however, is the invaluable exposure the University will receive when BSU basketball and football games are broadcast around the state and the region. The University considers this one of the primary features of this new contract. Because of this and the new exposure to women's sports and sports other than football and basketball, this contract will be a valuable asset to the University in advertising Boise State's many achievements to a larger audience.

ATTACHMENTS

Attachment 1 - Draft agreement with Peak Broadcasting

Page 3

Attachment 2 – Letter of justification sent to purchasing

Page 15

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

STAFF COMMENTS AND RECOMMENDATIONS

The increase in cash over a two year period compared to the current contract is \$199,000. The increased revenue will go into the athletic department revenues.

Summary of key new terms:

- Radio network through out regions of the State
- \$25,000 toward Stueckle Sky Club
- \$5,000 toward University Comprehensive Campaign
- Ad time inside game broadcasts for corporate sponsors
- Broadcast of 3 women's basketball games

Attached is the justification sent to State Purchasing.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Boise State University to enter into a two year radio rights broadcasting agreement with Peak Broadcasting pending SBOE legal review and Executive Director approval of the final negotiated agreement.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AGREEMENT

This Agreement, made this _____ day of May, 2008, by and between BOISE STATE UNIVERSITY (hereinafter "BSU") and PEAK BROADCASTING OF BOISE, LLC, (hereinafter "PEAK").

WITNESSETH

WHEREAS, BSU has a proprietary interest in its intercollegiate athletic programs and in the use of any materials relating to those programs; and

WHEREAS, PEAK was the successful bidder for a license for the radio broadcasting of certain BSU athletic events; and

WHEREAS, the principal elements of the bid proposal are incorporated in this Agreement granting a license for radio broadcast rights to PEAK;

NOW, THEREFORE, in consideration of the covenants and terms of this Agreement, BSU hereby grants to PEAK an exclusive license to broadcast on radio certain intercollegiate athletic events, and PEAK hereby agrees to broadcast said events, as set forth herein.

RESERVED RIGHTS

1. BSU reserves all rights to the broadcast material and recordings both live and delayed, of the sporting events and activities covered by this Agreement, whether or not the same are evidenced by formal copyright. Notice of BSU's reservation of these rights shall be included as a part of every broadcast made pursuant to this Agreement.
2. BSU shall be considered the copyright owner of, and be entitled to receive all copyright royalty fees in any form allowed by law attributable to, the use or broadcast of the sporting events, preview shows, coach's shows and other programming produced by PEAK and BSU shall be entitled to all royalties, fees or other income which may be attributable to the use of said broadcast material and recordings and PEAK will provide any assistance needed by BSU to implement any use of said material other than by radio transmission.
3. BSU shall own the copyright of and in all broadcasts (live or delayed) and recordings of events or shows covered by this Agreement. Notice of the BSU copyright shall be included as part of every event broadcast made pursuant to this Agreement. The notice shall consist of the symbol "©" or the word "copyright" followed by the year that the event is first broadcast and the name "Boise State University" in every broadcast or medium of delivery.

4. PEAK shall record each event and show broadcast pursuant to this Agreement and shall make and preserve such copies of the recordings and evidence of fixation of the copyright for the broadcast as may be requested by BSU.
5. BSU reserves the right to sell the broadcasts or recordings (but not to a station in a competing market of PEAK or its Bronco Radio Network below).
6. Except for local news programming and the broadcasts allowed in this Agreement, PEAK and all of its affiliates and stations shall be prohibited from re-broadcasting any portion of an event without the expressed written permission of BSU.

TERM AND RIGHTS

7. The exclusive license granted by this Agreement shall be for a term of two (2) years, beginning the 1st day of July 2008, and extending through June 30, 2010.
8. Except for local news programming, all broadcast rights granted to PEAK in any form or manner under this Agreement shall cease at the expiration of the Agreement, whether or not the recordings are maintained in the PEAK inventory.

RADIO BROADCAST COMMITMENT

9. PEAK will broadcast live on radio all men's intercollegiate football and basketball games, regular and post-season, whether the same are played in Boise or elsewhere.
10. PEAK will record all BSU football and men's basketball game broadcasts and shall furnish them to BSU's Athletic Department upon request.
11. PEAK acknowledges that the broadcast rights may be subject to the rights of the Conference (WAC) that may precede the rights granted to PEAK.

PROMOTION AND PUBLICITY

12. PEAK will broadcast a 3-hour live pre-game show for all home games and for all regular season games for Football, and a 2-hour live pre-game show for all away games.
13. PEAK will broadcast up to a 2-hour post-game show, from the end of each game to the top of the second hour, for all games, home or away. Shows will include appearances by BSU head coaches (when available), game color and highlights, analysis, statistics and feature material. PEAK's broadcast team will host shows. PEAK will coordinate the content of these shows (pre-game and post-game) with BSU.

14. PEAK will work with BSU Athletics to determine a reasonable schedule for pre-game and post-game coach interviews. PEAK's broadcast team will also host these shows.
15. PEAK will establish pre-game and post-game exposure at the main entrance to Bronco stadium and Taco Bell Arena. PEAK will establish a temporary stage setting (i.e. College Game Day) with its broadcast team live for pre-game and potentially afternoon post game shows at its expense. Such stage will be in locations and under such requirements as directed in the sole discretion of BSU athletics.
16. Peak Broadcasting will extend its pre-game and post-game radio exposure to its 5 sister stations, KCIX, KSAS, KAWO, KXLT, and KFXD. BSU will make available a total of six (6) station locations for tailgate promotions in locations and under such conditions as directed by BSU in its sole discretion. Peak Broadcasting will be allowed to display one (non-competing) sponsor banner, not to exceed 6' x 8' in size at each location. Peak Broadcasting reserves the right to have exclusive station locations at all other BSU events that take place at the stadium or Taco Bell Arena (i.e. World's Largest Tailgate Party, scrimmages, etc.). All banners are subject to approval by BSU and cannot be of an entity competing with a sponsor of BSU.
17. PEAK will produce a weekly radio show, approximately one hour in length, called the PEAK Bronco Download, to be scheduled each Wednesday or mutually determined weekday, from 6pm to 7pm. PEAK shall run the show from September 1st through April 30th each year of the contract. Depending on the season, PEAK will feature coaches from all athletic programs (Football, Men's & Women's Basketball, etc.) subject to availability as determined by BSU. The show will include a contemporary sports show that features audience interaction, phone calls, interviews, highlights, contests and will be focused on BSU Athletics.
18. PEAK reserves the right to choose the location of all Coaches Shows, however PEAK will make every effort to insure that the location of the PEAK Bronco Download show be convenient to Boise State University and its coaches. The goal is to keep the location near the University and PEAK's studios on Park Blvd. BSU reserves the right to refuse a location if the location is inconsistent with the University's goals, mission or image or if the location is too inconvenient.
19. PEAK will broadcast all Post Season Play broadcasts as they would for all regular season Men's Football and Men's Basketball Games, including pre-game, during-game, post-game and weekly-featured shows.
20. PEAK will also provide sports reports from the following events (if and as allowed by the conference or NCAA):
 - a) Conference Championship events held in Boise involving BSU Men and Women.

- b) Other major events held in Boise of widespread interest, such as conference championships, the NCAA Regional Championships, or a post-season invitational.
- 21. PEAK will run a weekly Monday morning 15-60 minute radio program featuring the BSU head football/basketball coach in season. Said show will run in the 9am hour. BSU agrees that those coaches will not be made available, in their prospective seasons up to and including post season play, to other area radio stations for extended interviews or talk appearances. "Extended interviews or talk show appearances" shall be defined as a radio appearance of more than three minutes.
- 22. PEAK will air each week a Bronco Wrap Up Show on Tuesday mornings throughout the school year for 15-20 minutes, hosted by BSU staff members to discuss activities involving BSU athletics or Boise State University. This show will be done remotely or by tape delay when practicable so as to not require BSU employees to be at the radio station.
- 23. Peak Broadcasting will broadcast a minimum of three (3) Women's Basketball games per season. Peak Broadcasting will reserve the right to choose the games based on perceived levels of interest in the Treasure Valley. The Broadcast will be on the same station as football and men's basketball.

ADVERTISING TIME:

- 24. PEAK will provide commercial air time on the stations owned by the parent company in Boise. This time will be made available to the BSU Athletic Department to promote athletic events, ticket sales or other related events. Air time may mention BSU's sponsors once per commercial. The commercial time may not be used as selling copy for the tie-in advertisers. 10% of commercial airtime value must run on Peak Broadcasting stations' websites.
- 25. The Cash Value of said air time provided by PEAK shall be no less than as follows:

2008-2009	<u>\$100,000</u>
2009-2010	<u>\$105,000</u>

PEAK will provide BSU with accurate information of all current advertising rate schedules to allow BSU to verify and track the air time value usage.

- 26. All commercial placements will be submitted to Peak Broadcasting no later than 30 days prior to each scheduled start date, and at posted rates at the time of placement. BSU can place no more than 25% of their schedule on one specific Peak Broadcasting station.

27. PEAK will run promotional billboards 52 weeks per year as the “Home for Boise State Sports”. These “ID’s” will run a minimum of 20 times per week.
28. PEAK will run promotional announcements, in season, for all BSU game broadcasts at a minimum of 20 per week for both football and men’s basketball.
- a) PEAK will provide BSU a total of (2) two :30 second and (8) :15 second produced commercials to run within the broadcast of each Football game. PEAK will provide BSU a total of (1) one :30 second and (6) five :15 second produced commercials to run within the broadcast of each Men’s Basketball game. PEAK will determine placement of such commercials based on inventory demand and the ads will be placed between the start of the pre-game broadcast to end of the post-game broadcast. These spots to be used by BSU for athletic department or major corporate partner use and promotion.
 - b) All stations will promote home football games and tailgate parties a minimum of 20 times each week of a home football game using :10-:15 second live on-air mentions.

INTERNET BROADCAST RIGHTS/STADIUM EXPOSURE/SIGNAGE

29. Peak Broadcasting shall retain Internet Broadcast rights subject to all Western Athletic Conference rules and regulations. Peak Broadcasting reserves the right to broadcast/re-broadcast via the Internet, all football, men’s basketball games in full or in part; and coach’s shows. Peak Broadcasting retains content rights to its station web sites. Any materials audio or text that pertain to Boise State Athletics will be in full compliance with NCAA, Western Athletic Conference, and Boise State University advertising policies and standards. To include, but not limited to streaming, clips, signage, contests, bios, profiles, and pictures. PEAK will maintain a dominant presence on its front home page dedicated to BSU with click through banner to Boise State Athletics’ Web Site. Additional content will include, but not limited to bios, schedules, audio and video clips, polls and register to win pages for tickets with links to BSU’s ticket purchase web pages.
30. PEAK shall allow BSU to utilize broadcast feed of all football and men’s basketball games in conjunction with Bronco Vision video streaming on BSU Athletic website free of charge.

CONSIDERATION IN CASH

31. PEAK shall pay cash payments to BSU during each year of the contract:
- a) PEAK will pay to BSU or designee a total of **\$644,732** in cash during the two year term. In addition, PEAK will pay the Bronco Athletic Association a total of **\$5,400** over the two year term. The cash payments and description for each fiscal year (July 1 to June 30) of the

agreement are as follows:

- b) Boise State Radio Broadcast Rights Fees (The sum due each year will be paid in twelve equal monthly installments. Payments will be made the first day of each month):

2008-2009	<u>\$275,000</u>
2009-2010	<u>\$300,000</u>

- c) Boise State Post Season Incentives Payable 30 days after the applicable game:

BCS Football Bowl Game Berth	<u>\$25,000</u>
Or	
Non-BCS Football Bowl Game Berth	<u>\$10,000</u>
NCAA Men's Tournament Berth	<u>\$5,000</u>
NIT Men's Tournament Berth	<u>\$5,000</u>

- d) Stadium Expansion Naming Opportunities: Bronco Radio Booth

2008-2009	<u>\$12,500</u>	<u>Payable July 1, 2008</u>
2009-2010	<u>\$12,500</u>	<u>Payable July 1, 2009</u>

- e) PEAK shall purchase 100 Total Season Tickets for each football and men's basketball home games (30 tickets provided by BSU to Peak Broadcasting and a purchase of 70 additional tickets at 50% value / a maximum of 60% of tickets will be in non-priority areas):

2008-2009	<u>\$10,500</u>	<u>Payable July 1, 2008</u>
2009-2010	<u>\$11,500</u>	<u>Payable July 1, 2009</u>

- f) PEAK shall purchase Four (4) Club Seats in the SkyBox addition:

2008-2009	<u>\$8,800</u>	<u>Payable July 1, 2008</u>
2009-2010	<u>\$8,932</u>	<u>Payable July 1, 2009</u>

- g) Boise State University Foundation Destination Distinction Program
Donation by Peak Broadcasting:

2008-2009	<u>\$5,000</u>	<u>Payable July 1, 2008</u>

- h) In addition, PEAK agrees to purchase four (4) Roughrider and (1) Buckaroo Bronco Athletic Association memberships each year throughout the term of this agreement. Peak Broadcasting will pay

\$2,950 for these memberships directly to the Bronco Athletic Association each year. The price of the BAA membership (\$2,700) will not change throughout the term of the agreement. Peak Broadcasting will pay no additional cost for the football and basketball season tickets other than the 70 additional at 50% value listed above. PEAK may request to purchase additional game and season tickets at 50% value for both men's football and basketball home games based on their availability. The tickets could not be used for resale.

2008-2009	<u>\$2,950</u>	<u>Payable July 1, 2008</u>
2009-2010	<u>\$2,950</u>	<u>Payable July 1, 2009</u>

RADIO NETWORK

32. PEAK shall carry all football and men's basketball broadcasts on the following network, under the designation "Bronco Sports Network". Listed are all affiliate stations to be part of Bronco Sports Network, along with name, call letters and broadcast area covered.
- a) KWEI Spanish Radio / KWEI FM - KWEI AM / Boise, ID (games will be announced in Spanish, announcers and equipment paid for by KWEI Spanish Radio)
 - b) Gap West Broadcasting / KID-AM / Idaho Falls, ID
 - c) Gap West Broadcasting / KWIK-AM / Pocatello, ID
 - d) Gap West Broadcasting / KLIX-AM / Twin Falls, ID
 - e) New Northwest Broadcasting / KALE-AM / Tri-Cities, WA
 - f) Mapleton Communications / KGA-AM – KJRB-AM – KEYF-AM / Spokane, WA & Coeur d' Alene, ID
 - g) Pacific Empire Radio Corporation / KBJX-FM / Idaho Falls and Pocatello, ID
 - h) Pacific Empire Radio Corporation / KBKR-AM – KLBM-AM / La Grande and Baker City, OR
 - i) Pacific Empire Radio Corporation / KCLK-AM / Lewiston/Clarkston

AS CONSIDERATION FOR THE RIGHTS AND FEES PAID HEREIN BY PEAK

33. PEAK shall be granted exclusive radio broadcast identification as the "Voice of the Broncos" and exclusive use of the phrase "Bronco Sports Network" including all PEAK stations during the term of this agreement.
34. PEAK shall be allowed to display one (1) PEAK banner at the Taco Bell Arena for all men's and women's basketball games and one (1) 3' x 30' PEAK banner on the east side of the stadium fencing for all home football games (unless such banners are not allowed by WAC, NCAA, ESPN or other agreements to the contrary). PEAK will provide banners.

35. PEAK will receive visibility on Bronco Vision twice per game, both football and men's and women's basketball.
36. PEAK will receive three mentions per game as the "Voice of the Broncos" during each home football game and men's and women's basketball game.
37. BSU will not allow other radio stations (excluding BSU opponent play-by-play radio stations) to transmit any live actualities from the football or basketball facility during a PEAK-BSU broadcast.
38. PEAK will receive one full-page ad in BSU programs for both football and men's basketball. PEAK and BSU will mutually agree on the contents of said ads.
39. PEAK will receive four (4), 3-minute half time promotions each year of the term. Two (2) for football and two (2) for Men's Basketball. Peak Broadcasting reserves the right to afford its advertisers the opportunity for exposure within these promotions. Only non-competing sponsors will be allowed to participate in said promotions. All such promotions are subject to the subjective review and approval of BSU.
40. PEAK will be allowed to feed the radio station broadcast to those areas within the stadium and Taco Bell Arena with internal speaker systems that would otherwise play music during limited times approved in advance by BSU.
41. PEAK will be allowed limited use the Taco Bell Arena, Indoor Practice Facility and the stadium for client meetings and activities. Times will be scheduled off-season; date and time mutually agreed upon by BSU and PEAK. Peak Broadcasting shall provide special liability insurance and will hold harmless Boise State University.
42. PEAK may be provided up to 3 seats on each charter flight when available at no additional cost when such is approved in advance in the sole discretion of BSU. Provided, however, that the flights (and wait times and transportation times attendant to such flights) cannot be used for questions, interviews or conversations with coaches or players.
43. PEAK logo, with "The New Voice of the Broncos", to be included on all pocket schedules and poster schedules where the radio broadcast provider would normally be identified..
44. Peak Broadcasting may receive up to 12 sideline media passes for each home football game subject to availability and use under such terms as are set in the sole discretion of BSU.
45. PEAK may receive, in the sole discretion of BSU, two (2) guest appearance sponsor luncheons with the head football coach per year, one (1) 45-minute guest

appearance by head football coach to speak to the Peak Broadcasting staff per year and one (1) one-on-one dinner engagement with Peak Broadcasting's top advertiser per year. All costs will be incurred and arrangements made by Peak Broadcasting, in communication with the BSU Athletic Department and coaching staff.

46. PEAK may receive, in the sole discretion of BSU, one (1) luncheon with the head men's basketball coach per year. All costs will be incurred and arrangements made by Peak Broadcasting, in communication with the BSU Athletic Department and coaching staff.
47. As season ticket holders, PEAK will have access to purchase the allowable amount of NCAA Regional Championship Tickets.
48. Peak Broadcasting will receive 600 promotional tickets for a single Women's Basketball Game. The specific game would be a mutual decision between BSU and Peak Broadcasting. PEAK will use these tickets in a one day promotional blitz early in the year to promote Bronco Women's Basketball.

ANNOUNCERS

49. BSU, acting through its Director of Athletics, shall have the right to approve all announcers, such approval not to be unreasonably withheld. PEAK must obtain BSU's approval if for any reason personnel changes are required. BSU's right to approve all announcers shall be a right to do so in advance, and to terminate this Agreement if such advance approval is not obtained by PEAK, shall extend to all changes in announcers and shall be effective throughout the term of this Agreement. Whenever this Agreement confers the right upon BSU to approve announcers in advance or to exercise any remedies if such advance approval is not obtained, BSU agrees that such approval will not be unreasonably withheld. PEAK and BSU will meet regularly throughout the term of this agreement to critique and review the announcers and to make changes if deemed appropriate.
50. PEAK shall conduct a national search for a play-by-play and commentary announcer. PEAK shall work in cooperation with the BSU Athletic Department to recruit the best available play by play and commentary announcers to broadcast Boise State Athletics. Peak Broadcasting will incur all costs associated with recruitment, interviewing, travel accommodations, relocation (if necessary) and hiring of said announcer(s). Working with the BSU Athletic Department to find the best broadcast team is important to both parties and to the fans, players, sponsors, alumni and faculty of Boise State University

RELEASE OF LIABILITY

51. PEAK will hold BSU harmless and indemnify Boise State University from and against all suits, causes of action or claims, which arise out of or are caused by an action or activities undertaken by PEAK pursuant to this agreement. In addition, Boise State University shall, subject to the limits of the Idaho Tort Claims Act, hold harmless and indemnify Peak Broadcasting from and against all suits, causes of action or claims which arise out of or are caused by an action or activities undertaken by BSU pursuant to this agreement.

NCAA AND CONFERENCE POLICIES

52. PEAK will independently become acquainted with and be bound by all National Collegiate Athletic Association and Conference policies regarding advertising. Said policies will be observed by PEAK. Any NCAA and Conference advertising policies which conflict with the terms of this Agreement shall supersede this Agreement without reduction of the amounts due hereunder or any other penalty to BSU.

COOPERATION BETWEEN PARTIES

53. BSU hereby pledges to PEAK full cooperation to enable PEAK to broadcast the athletic events within the scope of this Agreement. PEAK will be provided with reasonable access to broadcast booths in Bronco Stadium or in Taco Bell Arena and will be allowed to install customary communication lines and equipment at PEAK's expense and risk. Each of the parties hereto pledge their cooperation with the other in order to facilitate quality radio broadcasts.
54. Peak Broadcasting will not accept advertising for air during any BSU event, show or program from other educational entities that compete with BSU or any of BSU's programs or operations.
55. PEAK shall not advertise or accept advertising for alcohol and tobacco during events, shows or programming broadcast pursuant to this Agreement.
56. PEAK agrees that all BSU logo merchandise to be used in advertising, giveaways and decorations for live remotes related to events and coaches' shows will be purchased from the BSU owned bookstore. BSU shall provide PEAK with a corporate partner discount price list for such purchases. If the purchase is for off-campus use and if PEAK is able to purchase the same item for less price elsewhere, PEAK may request the BSU bookstore to sell at the documented lower price and if the BSU bookstore will not meet that price, then PEAK may obtain the logo merchandise elsewhere.

MISCELLANEOUS

57. This agreement constitutes the entire agreement between the parties hereto and there are no other agreements, warranties, guarantees, promises, statements or representations that will be binding upon the parties to this Agreement which are not expressly and specifically set forth herein. All of the provisions of this Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors or assigns.
58. The rights granted to PEAK hereunder are not assignable or transferable by PEAK without the express written consent of BSU.
59. If PEAK delegates any of its required performance to a subcontractor, PEAK shall remain responsible for compliance with all terms and conditions of this Agreement
60. PEAK shall give all notices required by law and comply with all applicable federal, state, county and city laws, rules, ordinances and regulations relating to the conduct of its work. Peak shall be liable for all violations of law in connections with work furnished by PEAK including subcontractors of PEAK, if any.
61. This Agreement shall be governed by the laws of the State of Idaho and any litigation or court proceeding arising from or in any way concerning this Agreement must be heard in the State Courts of Idaho.
62. Any notice given in connection with this Agreement shall be in writing and sent by certified or registered mail, postage prepaid, addressed to receiving party as follows:

Director of Athletics
Department of Athletics
Boise State University
1910 University Drive
Boise, Idaho 83725

Vice President, Finance & Administration
Boise State University
1910 University Drive
Boise, ID 83725

Peak Broadcasting of Boise, LLC
Address Here

DEFAULT

63. Failure by a party to require strict performance of any term of this Agreement shall not affect that party's right to enforce the terms of this Agreement nor shall waiver of a default be construed to be a waiver of any succeeding default or a waiver of any portion of this Agreement. Should either party default in performance of any of its obligations under this Agreement, which default is not cured within thirty (30) days after written notice of default is given by the other party in the manner provided above, then the party giving such notice shall be entitled to exercise all remedies which it may possess at law or in equity, including but not limited to the right to bring suit for money damages or to compel specific performance of the terms hereof (a suit in which the prevailing party will be entitled to reasonable attorney's fees and expenses), and

additionally, the nondefaulting party shall have the right to terminate this Agreement without liability or further obligation on its part. Provided, however, that PEAK may not terminate this Agreement, nor file any type of law suit without first requesting in writing an in person meeting with the University President and allowing the University President 30 days after actual receipt of such request to respond and hold such a meeting. Notwithstanding the foregoing, the parties expressly agree that BSU's right to terminate this Agreement for failure by PEAK to obtain BSU's advance approval of announcers shall not require a 30 day notice of default but may be exercised immediately and without prior notice in the event of PEAK's breach of its obligation to obtain such advance approval.

SBOE Approval

64. This Agreement is contingent upon the approval of the Idaho State Board of Education and PEAK acknowledges that this Agreement is not effective unless and until approval of the Board is granted.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first set forth herein above.

PEAK BROADCASTING OF BOISE, LLC

BOISE STATE UNIVERSITY

By _____
Kevin Godwin
Vice President/General Manager

By _____
Stacy Pearson, Vice President
Finance and Administration

Subject to final approval by the Idaho State Board of Education at its June 18 and 19, 2008, meeting.

**Letter of Justification for Selection of Peak Broadcasting for Boise State Athletics
Radio RFP (2008-2010)**

After reviewing the four proposals submitted for the Boise State Athletics radio RFP, the radio rights selection committee's recommendation is to award the radio broadcast rights for BSU Athletics to Peak Broadcasting.

The committee reviewed all categories thoroughly. The major decision factors in selecting Peak Broadcasting include financial and rights fees commitment, overall promotional content and consideration, creativity and enthusiasm demonstrated in preparing proposal and during interview process, and familiarity with Peak station management and staff in marketing, producing and selling Bronco athletic contests and events.

The overall rights fee evaluation did favor Peak, as total cash payments over a two year period was approximately \$20,000 more than Citadel's commitment and nearly double that of Impact Radio. Peak's proposal showed a commitment to more than just rights fees, with the commitment of naming rights dollars for the new Bronco Stadium Sky Structure and a one time donation to the university's Destination Distinction campaign.

The promotional airtime (i.e. - commercial spot inventory) for Boise State to utilize in promoting events was \$5,000 above Citadel for the two-year period (\$205,000 total for Peak / \$200,000 for Citadel). Peak maintains six stations in the market, a number equivalent to Citadel. Additionally, Peak provided more Coaches Show airtime (some of which can be utilized to promote sports other than football and basketball), while also providing 11:15 spots to BSU Athletics within the game broadcasts to be used for corporate sponsorship packages and recognition. This provides in-game radio presence for Bronco Major Corporate Partners that has been lacking to this point as an external media benefit.

Peak has recognized and demonstrated forward thinking in creating a Bronco Radio Network. Up front work had been done on creating a viable regional network through dialogue with stations in markets like Twin Falls, Idaho Falls, Pocatello, Spokane, Coeur d'Alene, Eastern Oregon and other locations for carrying Bronco athletic broadcasts. This is something Boise State sees as extremely important in growing the radio listenership statewide and regionally.

Finally, the committee felt Peak's interview presentation demonstrated a true enthusiasm for having these broadcast rights, and the willingness to create a mutual partnership that would put Boise State in the highest regard. Peak General Manager Kevin Godwin and his administrative team (ranging from sales to programming to engineering/production) are former Citadel employees, who instituted the current Bronco radio elements while at Citadel. This affiliation and already existing relationship played into the decision making and made it easier when it came to choosing a new radio broadcast rights partner.

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

. 6. Disposal of Personal Property

Sale, surplus disposal, trade-in, or exchange of property with a value greater than two hundred fifty thousand dollars (\$250,000) requires prior Board approval.

b. Sale of Services

The sale of any services or rights (broadcast or other) of any institution, school or agency requires prior approval of the Board when it is reasonably expected that the proceeds of such action may exceed two hundred fifty thousand dollars (\$250,000). Any sale of such services or rights must be conducted via an open bidding process or other means that maximizes the returns in revenues, assets, or benefits to the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Center for Environmental Sciences and Economic Development (CESED) project

REFERENCE

October 2003	Board approved request to proceed with planning and design of an Environmental Science and Policy Center
October 2005	Board approved Campus Master Plan Update
June 2006	Board approved request to expand the scope of planning and design of the Environmental Science and Policy Center and complete design and programming plans
November 2006	Information item on facilities financing including cost estimate of CESED construction at \$35,000,000
February 2007	Capital project financing update
April 2007	Increase in Strategic Facilities Fee approved for construction of CESED
February 2008	Capital project financing update

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.3

BACKGROUND

The Center for Environmental Sciences and Economic Development (CESED) will facilitate and enhance multidisciplinary research and education in the broad, interrelated sub-disciplines of environmental science and their linkages to effective environmental policy. Collaborative ties of this type already exist between faculty in the departments of Geosciences, Civil Engineering, and Public Policy & Administration, and will be further enhanced by co-locating these departments in the CESED.

In June 2006 the Board approved a request to proceed with the programming, design and budget development for the CESED. The Department of Public Works (DPW) was authorized to secure design services and the architectural design team was selected in December of 2006. Detailed programming activities were completed in the fall of 2007 and schematic designs are now complete.

DISCUSSION

Consistent with the 2005 Campus Master Plan, the CESED will be the first new science and engineering building to be located in the southeast expansion zone. This project is the first step in a plan to relocate the science departments from the central campus to the southeast expansion zone next to Engineering. The building will be sited just to the east of and adjacent to the Engineering Technology building, the Micron Engineering Center, and the Harry Morrison Laboratory. The building will house geological science and civil engineering research labs and teaching space. The integrated office and work areas will be the home of the Departments of Geosciences, Civil Engineering, Public Policy and Administration, and Political Science. The organization and design layout of the building will promote collaboration between scientists, engineers, and public policy and political science faculty on important environmental and policy issues. Laboratories and work areas will be designed with state-of-the-art equipment and configured with a flexible lab design module and infrastructure system to ensure future flexibility.

As previously approved by the Board, the CESED building would provide approximately 45,000 assignable square feet (asf) of research labs, research lab support space, teaching labs, faculty offices and other support space in a four-story 71,200 gross square feet (gsf) building. Upon completion of the schematic design phase, the base program encompassed approximately 41,200 asf. The small reduction in area reflects efficiencies developed during the design process and nominal reductions to some spaces related to detailed design requirements. Attachment 1 provides a detailed program listing.

While completing programming over the summer and fall of 2007, additional space needs of approximately 10,000 asf were identified for additional research and teaching labs as well as faculty, staff and grad student office and support space to accommodate future growth. University leadership determined that adding “shell” or unfinished space to the building to meet these needs, which will be addressed as funding becomes available, is the most fiscally prudent course of action. Accordingly, the design includes a shell floor of 10,830 asf (17,800 gsf) of additional building space, bringing the building total to approximately 89,000 gsf.

Preliminary plans have been developed for the shell space to house three teaching labs with shared support space, six research labs including two for new hires in civil engineering, and offices for visiting faculty, post docs, and grad students, a conference room, commons and associated support space. The design team is proceeding with the detailed design for the completion of this space so this work can be bid as a series of additive alternates.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IMPACT

A cost estimate based on the design development documents estimates the construction contract cost at \$36,838,000. Contingencies (\$1,841,900), design fees (\$3,718,842) and other administrative and soft costs (\$490,900) bring the total project cost to \$42,889,642, as detailed in Attachment 2. This project will be brought back to the Board for financing approval prior to contract award.

Portions of the work related to fitting out the shell floor will be bid as a series of alternates in an effort to assure a successful award within the budget. Even with the margin which additive alternates may provide, continuing volatility and inflation create risk for the university; accordingly the university has planned reserve funds should they be necessary to award the bid. Any increases in the budget, if needed, will be approved as required in policy. The university is also budgeting for the furnishings and fixed equipment for the project to be funded from other sources, subject to Board approval at a future date.

Current funding sources for the project are as follows:

Federal Funds	\$3,125,000
Permanent Building Funds	10,000,000
Student Facilities Fee Bonds	<u>29,764,642</u>
Total	\$42,889,642

ATTACHMENTS

Attachment 1 – Program Listing	Page 5
Attachment 2 – Project Budget	Page 6
Attachment 3 – Capital Project Tracking Sheet	Page 7

STAFF COMMENTS AND RECOMMENDATIONS

At the February Board meeting, the total project cost was \$37,600,000. Subsequently, the university determined that more space was needed for additional research and teaching labs as well as faculty, staff and graduate student offices and support space to accommodate future growth. With the \$10 million appropriated from the State, the university will shell in a fifth floor for an additional \$5 million and use additive alternates in the bid process to finish out the floor. If bids are favorable, the university could finish out the additional floor within the \$42 million project cost.

The Division of Public Works (DPW) has determined that the \$42 million cost estimate is reasonable and based on conservative estimates. DPW is waiting for Board approval of the cost increase before submitting to the Permanent Building Fund Advisory Council to approve preliminary design. Once construction documents are reviewed, the bid process is scheduled for Spring 2009.

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD MOTION

Motion to approve Boise State's request to proceed with construction of the Center for Environmental Sciences and Economic Development for a total project cost not to exceed \$42,889,642. The University may not proceed with construction of this project prior to Board approval to issue debt.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Boise State University
Center for Environmental Science and Economic Development
BSU #DPW04-203 RBB #0615600
Final Program as provided in approved 100% Schematic Design

100% SD as provided						
Department	Office Area NSF	Office Support NSF	Teaching Labs NSF	Research Labs Assigned to Faculty NSF	Shared Research Labs NSF	Total NSF
<i>Civil</i>	2,849	489	703	4,879	1,919	10,839
<i>Geosciences</i>	6,772	1,162	305	11,784	2,421	22,444
<i>Public Policy Administration, Political Sciences</i>	5,440	933	1,500	0	0	7,873
NSF TOTAL	15,061	2,584	2,508	16,663	4,340	41,156

Architectural & Engineering Services ATTACHMENT 2

PROJECT BUDGET

Project Number:	DPW04203	revision #2
Project Title:	CESED Building	
Date:	April 29, 2008	
Category	Rev. Budget: 4-29-08 design & fit out shell	
Architectural Fees	\$	3,374,793
Reimbursables		\$253,109
Consultant (Entitlements)		
Consultant Reimbursables		
Testing during Construction		\$46,000
Construction Contract 1		\$36,838,000
Construction Contingency		\$1,841,900
Commissioning		\$150,000
Testing and Balancing		\$80,000
Builder's Risk Insurance Premium		\$7,000
Miscellaneous		
Original Design Costs 2003-2004		\$90,940
Plan Check		\$90,000
Document Reproduction		
Advertising		\$300
Site Survey		\$11,600
Soil Investigation		\$15,000
Subtotal		\$42,798,642
Locks		\$36,000
I.T. (Telephone & Data)		\$55,000
Total	\$	42,889,642

History Narrative

ATTACHMENT 3

- 1 **Institution/Agency:** Boise State University **Project:** Center for Environmental Sciences and Economic Development (CESED)
- 2 **Project Description:** The purpose of the CESED building is to facilitate and enhance multidisciplinary research and education in the broad, interrelated subdisciplines of environmental science and their linkages to effective environmental policy.
- 3 **Project Use:** Research labs, research lab support space, teaching labs, faculty offices and other support space to support research and academic programs.
- 4 **Project Size:** Approximately 89,000 gross square feet

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other *	Total Sources	Planning	Use of Funds Const	Other	Total Uses
Initial Cost of Project	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 450,000			\$ 450,000
History of Revisions:								
Revision#1 June 2006			\$ 1,230,000	\$ 1,230,000	\$ 1,230,000			\$ 1,230,000
Revision#2 June 2008	\$ 10,000,000		\$ 31,209,642	\$ 41,209,642	\$ 2,038,842	\$ 36,838,000	\$ 2,332,800	\$ 41,209,642
Total Project Costs	\$ 10,000,000	\$ -	\$ 32,889,642	\$ 42,889,642	\$ 3,718,842	\$ 36,838,000	\$ 2,332,800	\$ 42,889,642

		----- * Other Sources of Funds -----						
History of Funding:		PBF	ISBA	Institutional Funds	Student Revenue	Other	Total Other	Total Funding
Oct-03		\$ -	\$ -			\$ 450,000	\$ 450,000	\$ 450,000
Jun-06						1,230,000	\$ 1,230,000	\$ 1,230,000
Jun-08		\$ 10,000,000			29,764,642	1,445,000	\$ 31,209,642	\$ 41,209,642
Total		\$ 10,000,000	\$ -	\$ -	\$ 29,764,642	\$ 3,125,000	\$ 32,889,642	\$ 42,889,642

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: K. Construction Projects

April 2002

K. Construction Projects

3. Fiscal Revisions to Previously Approved Projects

Project revisions that substantially alter the use of the project causing changes in project costs between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) must first be submitted to the executive director for review and approval. Changes in project costs of more than five hundred thousand dollars (\$500,000) must first be submitted to the Board for its review and approval. Requests must be supported by a revised detailed project budget and justification for changes.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOISE STATE UNIVERSITY

SUBJECT

Presentation to update Board on the status of demand for student housing on campus and a proposed development option

REFERENCE

February 2008 Board approved extension of Expansion Zone

February 2008 Capital Projects Update

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.3.

BACKGROUND

Enrollment at the University will likely exceed 20,000 by fall of 2008 and 85% of incoming freshman are now traditional age students. As the age of the student body shifts downward, the demand for on-campus housing is increasing. Housing has been operating at capacity. Students are currently living at the University Inn and Boise State has issued a request for proposal for off-campus hotel rooms to accommodate student need. The University projects, conservatively, that on-campus housing now has a shortage of between 3,000 to 6,000 beds.

The Campus Master plan dedicates much of the space along Beacon and Lincoln streets as future housing sites. In February of 2008, the University asked to expand the expansion zone to incorporate more area at the south end of Campus to be used for housing structures.

The University also recognizes the need to create additional housing without issuing additional debt or using central cash reserves due to competing facility demands and limited debt capacity.

DISCUSSION

The University issued a request for information and qualifications in March of 2008 to identify a partner to begin to address the rising demand for on-campus housing. The request specifically asked for parties qualified to plan cooperatively with the University from inception a multi-phased student-occupied housing project, and to develop, own and manage Phase 1 of the project.

The University has required the project be completed without incurring project specific debt in a manner that would not impact the University's debt capacity. Moody's Investor Services has issued a ruling that a ground lease of land by a University to a private party who develops and subsequently manages housing using their own equity does not impact the University's credit. Arizona State

BUSINESS AFFAIRS AND HUMAN RESOURCES
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University at Tempe has used this mechanism and has subsequently issued bonds without impact to their credit report.

American Campus Communities (ACC) was selected by the University as the developer to proceed with the planning stage with the intention to proceed with negotiation and execution of a ground lease and to continue with development of Phase 1. Continuation of the project beyond the planning stage is at the discretion of the University and contingent upon approval of the State Board of Education.

This selection was based on ACC's demonstrated experience with this structure as well as with student housing design, development and management. ACC first implemented the ground lease/equity concept at ASU and worked to educate the rating agencies and obtain their concurrence that the structure should not be considered on credit.

The University will continue to update the Board as this concept advances.

IMPACT

This presentation is to provide an overview; any project will be presented separately for Board action as required by Board policy.

STAFF COMMENTS AND RECOMMENDATIONS

The University is currently housing students in the University Inn, which will be torn down in the future for the College of Business and Economics building and will eventually take the Towers residence building offline. The current housing shortage is estimated to be over 3,000 beds. The addition of 600 to 1,000 beds would address the current waiting lists for housing.

The University does not anticipate that the loss of PTE or academic students to the College of Western Idaho will negate the current housing shortage.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: K. Construction Projects

April 2002

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IDAHO STATE UNIVERSITY

SUBJECT

Request approval to exchange two approved DPW Alteration & Repair projects for two emergency notification projects

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.B.8.c

BACKGROUND

The Division of Public Works has allocated the capital, alteration and repair projects funded for FY 2009 with fourteen projects approved for completion in support of Idaho State University. Idaho State University requests permission to exchange two approved DPW projects for two emergency notification projects.

DISCUSSION

Idaho State University (ISU) conducted an emergency notification and campus lock-down exercise on March 14, 2008, to test our written procedures. The exercise identified several major weaknesses in our ability to quickly notify our campus of a crisis or immediate danger. The ISU Public Safety Office and the Campus Safety Council reviewed current procedures and researched better ways to make emergency notifications and to lock-down the campus.

Four major areas of concern were identified. The first two areas, improving locking systems for our classrooms and installing a reverse 911 system in direct support of our campus, are within ISU resource capability and are being completed. The second two items, building internal and external emergency notification systems, are beyond the fiscal ability of ISU to complete and have been submitted to DPW for funding.

The DPW reviewed our request for design and construction of an internal and external emergency notification system and agreed to allow us to exchange these projects for two that had already been approved. Two approved projects, renovation of the HVAC system in the Physical Science Building and improvement of campus water retention ponds, were exchanged for the emergency notification projects. The two projects removed from this year's list will be added to the next fiscal year request.

IMPACT

The addition of the emergency notification systems will make our campus safer by allowing a timely warning to everyone on campus in event of an emergency or crisis situation. The estimated cost of the two emergency notification systems is \$661,150 funded from the Idaho Permanent Building appropriation to Idaho State University as part of the FY 2009 budget.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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STAFF COMMENTS AND RECOMMENDATIONS

The exterior system will include towers and alarm systems and is completely separate from the interior system. These two projects will be engineered by two separate companies. The construction for the exterior towers will be performed by a different company than will install the interior systems.

If the actual construction costs come in higher than estimated, the institution will either reduce the scope of the project, request DPW to use their contingency funds, and/or change the plans for their operating budgets to make up the difference.

Staff recommends approval.

BOARD ACTION

Motion to approve Idaho State University's request to exchange two approved DPW Alteration & Repair projects for two emergency notification projects for the Pocatello and Idaho Falls campuses.

Moved by_____ Seconded by_____ Carried Yes_____ No_____

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: B. Budget Policies

August 2006

B. Budget Policies

8. Major Capital Improvement Project -- Budget Requests

For purposes of Item 8., the community colleges (NIC and CSI), the State Historical Society, and the Commission for Libraries are included, except as noted in V.B.8.b. (2).

c. Submission of Approved Major Capital Budget Requests

The Board is responsible for the submission of major capital budget requests for the institutions, school and agencies under this subsection to the Division of Public Works. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

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BUSINESS AFFAIRS AND HUMAN RESOURCES

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UNIVERSITY OF IDAHO

SUBJECT

Acquisition of five acres of real property adjoining UI's Nancy M Cummings Research, Extension and Education Center

REFERENCE

June 2000	Board approved lease of adjoining property from Auen Foundation
February 2006	Board approved acceptance of gift of adjoining property from Auen Foundation

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section V.I.2.d

BACKGROUND

In 2006 the Board of Regents of the University of Idaho accepted a real estate gift from the Auen Foundation of California. The gift included over one thousand acres and farm buildings near Salmon, Idaho, valued at \$4.5 million and donated with the purpose of advancing UI College of Agricultural and Life Science's cow-calf research programs and other educational purposes. The College had been operating at this site since 2000 under a Regents approved lease arrangement with the Auen Foundation. The Auen Foundation excluded from the original gift a five acre home site surrounded by the donated property.

DISCUSSION

The University is requesting approval to acquire the five acre home site that is surrounded by the gifted ranch property for its current appraised value. Acquisition of this property will provide additional housing facilities for ranch management and ensure that conflicting uses are not established within close proximity to the ranch's active cattle operations. With this purchase the University will acquire fee simple title to the five acre parcel. Acquisition terms are described in the attached, executed Purchase and Sale Agreement (Attachment 1). A phase 1 environmental site assessment was completed during the previous gifting process and the University has reviewed and is satisfied with a very recent value appraisal and title commitment. The Purchase and Sale Agreement makes actual acquisition contingent upon Regents approval of this conveyance of real property.

IMPACT

The purchase price for the land, home and outbuildings is \$259,000, which was its recently appraised value. The property would be incorporated into the operational obligations of the Cummings Center and no significant additional operating costs attributable to the acquisition of this holding are anticipated.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Sufficient UI funds are currently available to the College of Agricultural and Life Sciences to cover this acquisition cost.

ATTACHMENTS

Attachment 1 - Executed Purchase Agreement w/ proposed deed as Exhibit B thereto.	Page 3
Attachment 2 - Property Site Map	Page 15
Attachment 3 – Appraisal	Page 17

STAFF COMMENTS AND RECOMMENDATIONS

No additional operating expenditures are anticipated with the purchase of this property, and the funds are coming from the College of Agricultural and Life Sciences.

Staff recommends approval.

BOARD ACTION

A motion to approve the acquisition of a five acre parcel adjoining the Nancy M Cummings Research, Extension and Education Center near Salmon, Idaho and to authorize the University of Idaho's Vice President for Finance and Administration to execute the conveyance deed in substantial conformance to the form submitted to the Board as Exhibit B in the Purchase and Sale Agreement (Attachment 1).

Moved by _____ Seconded by _____ Carried Yes _____ No _____

PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT ("**Agreement**") is entered into on _____, 2008, between **The Auen Foundation, Ronald M Auen, Trustee**, a California charitable trust, whose current address is PO Box 13390 Palm Desert CA 92255-3390I ("**Seller**"), and **The Board of Regents of the University of Idaho**, a state educational institution and body politic and corporate organized and existing under the constitution and laws of the State of Idaho ("**Buyer**").

I. Purchase.

Seller shall sell and Buyer shall purchase that certain real property located in Lemhi County, Idaho, and legally described in "**Exhibit A**" ("**Real Property**"), together with all easements, rights and appurtenances thereto and improvements thereon, all in accordance with the terms and conditions hereinafter set forth. Seller hereby acknowledges that the perpetual non-exclusive easement reserved by Seller in the Gift Deed recorded as Instrument #266778 in the records of the Lemhi County Recorder's Office shall be included in the conveyance of real property to Buyer. Seller expressly acknowledges that upon such conveyance the easement reserved by Seller in the Gift Deed recorded as Instrument #266778 shall be extinguished. The Real Property, appurtenances, and improvements are hereinafter referred to as "**Subject Property**."

II. License for Entry.

Seller grants to Buyer a license to enter upon the Real Property for all purposes reasonably related to a full and adequate determination of the suitability of the Subject Property, including, without limitation, the right to conduct surveys, soils tests, engineering studies, and environmental tests and audits.

III. Purchase Price.

The purchase price of the Subject Property is the sum of Two Hundred Fifty-Nine Thousand Dollars (\$259,000) ("**Purchase Price**").

IV. Conditions Subsequent.

Notwithstanding anything to the contrary in this Agreement, Buyer shall not be obligated to purchase the Subject Property unless at or prior to closing each of the following conditions has been met or Buyer has waived said condition in writing. Seller shall cooperate with Buyer to execute any documents which may be necessary or convenient to the performance of these conditions:

1. Title to the Subject Property shall be good and marketable and shall be free and clear of all liens, encumbrances, assessments, restrictions, tenancies (whether recorded or unrecorded) and other exceptions to title, except the lien of real property taxes not yet due and payable and those exceptions approved in writing by Buyer ("**Permitted Exceptions**").

BUSINESS AFFAIRS AND HUMAN RESOURCES

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2. Buyer is able to obtain from a title insurance company authorized to do business in the State of Idaho a policy of title insurance, including any endorsements reasonably required by Buyer in the full amount of the purchase price, insuring that marketable fee simple title to the Real Property is vested in Buyer, subject only to the Permitted Exceptions.
3. Buyer has obtained surveys and environmental tests and audits which shall show the Real Property (i) to be free and clear of all Hazardous Materials (as defined in Section 10[b]), and (ii) to be suitable, in Buyer's sole opinion, for Buyer's proposed use. If the residence or other improvements on the Real Property were constructed prior to 1978, Buyer acknowledges those buildings may contain lead based paint or lead based paint hazards. Seller, within ten (10) days from the date of this Agreement, shall provide Buyer with all reports, test records and other information in the possession or knowledge of Seller (if any) relating to the presence of lead based paint or any other hazards on the Subject Property.
4. Buyer has obtained approval from the Board of Regents of the University of Idaho, Buyer's governing body, to purchase the Subject Property in accordance with the terms of this Agreement. If such approval is not granted this Agreement shall be void and neither party shall have any further obligations or liabilities hereunder.

In the event Buyer, at any time, reasonably deems any of the conditions set forth in this Section 4 unsatisfied, Buyer may terminate this Agreement upon written notice provided to Seller prior to June 30, 2008 and this Agreement shall terminate. Notwithstanding any of the foregoing, neither party shall have the right to terminate this Agreement if such party is in default under this Agreement. In the event of any such termination of this Agreement, both parties shall be released from any further obligations hereunder except for liabilities, actual or contingent, which arose prior to the date of termination.

V. Closing Agent.

Lemhi Title & Abstract Company, Inc. shall serve as the Closing Agent. Seller shall deliver to the Closing Agent on or before June 30, 2008, a duly executed and acknowledged Warranty Deed ("**Deed**"), attached as **Exhibit B**, conveying all of Seller's right, title and interest in Property to Buyer, together with instructions to deliver and record the Deed after Buyer deposits Purchase Price with the Closing Agent. On or before June 30, 2008, Buyer shall notify Seller and Closing Agent, in writing that Buyer is satisfied with the conditions of transaction closing as set forth in Section 4 of this Agreement. Upon acknowledgment that all of the conditions of transaction closing as set forth in Section 4 have been met, Buyer shall deposit the Purchase Price with the Closing Agent with instructions to disburse the Purchase Price to Seller upon recordation of the Deed by Closing Agent. Upon request of the Buyer, Seller shall provide buyer with a bill of sale as evidence of the conveyance of Property from the Seller to Buyer.

VI. Closing.

Once all conditions of transaction closing (as described in Section 4 of this Agreement) have been satisfied, the Deed is delivered, and the Purchase Price is deposited, the Closing Agent shall complete the transaction as prescribed by this Agreement ("**Closing**"). Upon Closing, possession shall pass to Buyer.

VII. Section 1445 Affidavit.

Prior to closing, Seller shall deliver to Buyer an affidavit in compliance with Section 1445 of the Internal Revenue Code providing Seller's United States taxpayer identification number and business address and stating whether or not Seller is a "foreign person" as defined in the Internal Revenue Code and regulations applicable thereto ("**Code**"). If Seller fails to deliver such affidavit or is a "foreign person" as defined in the Code, Buyer shall be entitled to withhold from the purchase price, and to pay to the Internal Revenue Service, such amounts as are required to be withheld by the Code, and Seller agrees to cooperate with Buyer and to furnish Buyer with such tax forms and information as are reasonably required to ensure Buyer's compliance with the Code.

VIII. Costs.

Buyer shall pay the cost of recording the Deed and any premium for title insurance policy. Any other closing fees shall be paid equally by both parties. Payment for any costs of ownership including but not limited to utilities, property service fees, and other charges associated with occupation shall be the responsibility of Seller until Closing. Responsibility for such continued costs, to the extent they are applicable to Buyer, shall begin to accrue to Buyer upon Closing.

IX. Commissions.

Each party represents and warrants that it has not dealt with or contracted with any broker, agent or finder to act in their behalf in connection with this transaction. Each party agrees, subject to the laws of the State of Idaho, to indemnify and hold harmless the other party from all claims arising from any misrepresentation by the indemnifying party pursuant to this Section 9.

X. Seller's Representations and Warranties.

1. Seller represents and warrants that Seller has authority to enter into this Agreement and to grant the license granted in Section 2 and that Seller holds marketable fee simple title to the Subject Property.
2. Seller represents and warrants all of the following:
 - a. Seller has no knowledge of any "Hazardous Materials" (as hereinafter defined), having ever been used, produced, released, stored, transported, disposed of, generated, deposited or otherwise existing in, over, under or upon the Real Property by any person or entity whatsoever in violation of any Environmental Laws (as hereinafter defined). The term "Hazardous Materials" shall collectively refer to underground storage tanks, petroleum and petroleum products, asbestos, PCBs, urea-formaldehyde and any hazardous or toxic substances, pollutants, contaminants, wastes or materials as defined under any "Environmental Laws." The term "Environmental Laws" shall collectively refer to the Comprehensive Environmental Response, Compensation and Liability Act of 1980, The Toxic Substances Control Act, the Clean Water Act 33 U.S.C. § 1251-1387, the Resource Conservation and Recovery Act as amended, or any other similar federal, state or local law, rule or regulation respecting Hazardous

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Materials together with all rules and regulations promulgated thereunder and all amendments thereto.

- b. Seller, and to Seller's knowledge, all other persons or entities who have occupied or are occupying the Real Property, or any portion thereof, have, at all times, fully complied with all Environmental Laws and all other laws, rules and regulations (collectively, "Laws") as well as all permits, licenses, certificates and approvals relating to the development and use of the Subject Property (collectively, "Permits"). To Seller's knowledge, (A) no notice of violation of any Environmental Law or any other Law (and no complaint, order, directive, claim, citation or notice relating to any Environmental Law or other Law) has been issued with respect to the Real Property, and (B) no notice of noncompliance with any Permit relating to the development or use of the Real Property has been issued.
 - c. There are no pending actions against Seller (or to Seller's knowledge, against any other person or entity) which relate to the condition or use of the Subject Property and Seller has no knowledge of any facts or circumstances which could give rise to such action. Without limiting the foregoing, there are no pending or threatened condemnation proceedings which could affect all or any portion of the Real Property, or the performance by Seller of any of its obligations set forth in this Agreement.
3. Seller represents and warrants that, to Seller's knowledge, the Real Property is not subject to any existing, pending or future impact fees, bonds or assessments and Seller does not know of any present or proposed public improvements which could give rise to the same.
4. Seller represents and warrants that, to Seller's knowledge, there are no attachments, executions, assignments for the benefit of creditors, or voluntary or involuntary proceedings contemplated by, or pending or threatened against, Seller which could prevent or delay the consummation of this transaction.
5. Seller represents and warrants that execution, delivery and performance of this Agreement, the Deed and the Bill of Sale have been duly authorized and approved by all actions necessary by Seller, on the part of Seller, and that this Agreement, the Deed and the Bill of Sale constitute valid and binding agreements of Seller in accordance with their terms.
6. Seller represents and warrants that there are no leases, options or rights to purchase, or any other occupancy or use agreements (recorded or unrecorded) encumbering Subject Property. Between the date of this Agreement and the earlier of closing or the termination of this Agreement, Seller shall not enter into any lease or occupancy agreement affecting the Subject Property or any portion thereof unless first approved in writing by Buyer. Seller further agrees to remove on or before closing all liens, claims, security interests, pledges, charges and encumbrances affecting the Subject Property except the lien of real property taxes not yet due and payable.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The representations and warranties set forth in this Section 10 shall constitute continuing representations and warranties and shall be deemed to be true and correct as of the date of closing of Buyer's purchase of the Subject Property. Seller agrees to indemnify, defend and hold harmless Buyer from and against any and all liabilities, claims, suits, judgments, damages, expenses, losses, diminution in value, fees, penalties, fines and costs (including, without limitation, reasonable attorneys' fees and reasonable attorneys' fees on any appeal), judgments, proceedings and causes of action of any kind whatsoever, arising out of or in any way connected with Seller's breach of the representations and warranties set forth in this Section 10. All of Seller's representations and warranties under this Agreement shall continue to be true and correct as of the date of closing. Additionally, Seller agrees to indemnify, defend and hold harmless Buyer from and against any and all claims arising from any misrepresentation or breach of warranty by Seller hereunder. All of the representations and warranties and Seller's related indemnification as set forth in this Section 10 shall survive the closing of this transaction.

XI. Casualty.

Should the Subject Property be damaged or destroyed by fire or other casualty prior to the time of closing and delivery of possession, Buyer, at Buyer's sole option, may elect either (i) to terminate Buyer's obligation to purchase the Subject Property by giving written notice to Seller at any time prior to the time of closing and delivery of possession, or (ii) to complete the purchase of the Subject Property with the purchase price being reduced by an amount equal to the fair market value of the improvements (or portion thereof) damaged or destroyed. Seller agrees to maintain in good condition and repair the Subject Property through and including the day of Closing and delivery of possession, reasonable wear and tear excepted.

XII. Condemnation.

Should any entity having the power of condemnation bring an action or otherwise indicate an intent prior to the time of closing to acquire all or any portion of, or any interest in, the Real Property, Buyer, at Buyer's sole option, may elect either (i) to terminate Buyer's obligation to purchase the Subject Property by giving written notice to Seller at any time prior to the time of closing, or (ii) to complete the purchase of the Subject Property with Seller immediately appointing Buyer its attorney-in-fact to negotiate with said condemning entity as to its interest in the Subject Property and assigning to Buyer all amounts to be awarded for the Subject Property. Seller agrees to provide Buyer, within ten (10) days after Seller's receipt of same but in no event later than the time of closing, written notice of any actual or threatened condemnation proceeding.

XIII. Successors.

This Agreement shall be binding on the heirs, successors, assigns and personal representatives of the parties hereto.

XIV. Attorneys' Fees.

In the event either party initiates or defends any legal action or proceeding in any way connected with this Agreement, the prevailing party in any such action or proceeding (in

BUSINESS AFFAIRS AND HUMAN RESOURCES
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addition to any other relief which may be granted, whether legal or equitable), shall be entitled to recover from the losing party in any such action its reasonable costs and attorneys' fees (including, without limitation, its reasonable costs and attorneys' fees on any appeal). All such costs and attorneys' fees shall be deemed to have accrued on commencement of any legal action or proceeding and shall be enforceable whether or not such legal action or proceeding is prosecuted to judgment.

XV. Default.

1. Neither party shall be deemed to be in default of this Agreement except upon the expiration of fifteen (15) calendar days from receipt of written notice from the other party specifying the particulars in which such party has failed to perform its obligations (or breached any of its representations or warranties) under this Agreement unless such party, prior to expiration of said fifteen (15) day period, has rectified the particulars specified in said notice of default.
2. In the event of a default, the nondefaulting party may:
 - a. Terminate this Agreement upon written notice to the defaulting party, and recover from the defaulting party all damages incurred by the nondefaulting party;
 - b. Seek specific performance of this Agreement, and, in addition, recover all damages incurred by the nondefaulting party. The parties declare it to be their intent that this Agreement may be specifically enforced;
 - c. Perform or pay any obligation or encumbrance necessary to cure the default and offset the cost thereof from monies otherwise due the defaulting party or recover said monies from the defaulting party; and
 - d. Pursue all other remedies available at law, it being the intent of the parties that remedies be cumulative and liberally enforced so as to adequately and completely compensate the nondefaulting party.

XVI. Notices.

1. All notices given pursuant to this Agreement shall be in writing and shall be given by personal service, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, return receipt requested, addressed to the appropriate party at the address set forth below:

Buyer:

Lloyd E Mues
Vice President for Finance Administration
University of Idaho
Moscow, ID 83844-3162

Seller:

Ronald M Auen, Trustee
Auen Foundation
PO Box 13390
Palm Desert, CA 92255-3390

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The person and address to which notices are to be given may be changed at any time by any party upon written notice to the other party. All notices given pursuant to this Agreement shall be deemed given upon receipt.

2. For the purpose of this Agreement, the term "receipt" shall mean the earlier of any of the following: (i) the date of delivery of the notice or other document to the address specified pursuant to subparagraph (a) above as shown on the return receipt, (ii) the date of actual receipt of the notice or other document by the person or entity specified pursuant to subparagraph (a) above, or (iii) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of (A) the date of the attempted delivery or refusal to accept delivery, (B) the date of the postmark on the return receipt, or (C) the date of receipt of notice of refusal or notice of nondelivery by the sending party.

XVII. Captions and Headings.

The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions or agreements contained herein.

XVIII. Entire Agreement.

This Agreement contains the entire agreement between the parties hereto and supersedes all prior agreements in regard to Subject Property, oral or written, with respect to the subject matter hereof. The provisions of this Agreement shall be construed as a whole and not strictly for or against any party.

XIX. Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute a single instrument, and shall be effective upon execution of one or more of such counterparts by each of the parties hereto.

XX. Survival.

All of the representations and warranties set forth in this Agreement shall constitute continuing representations and warranties, shall be deemed to be true and correct as of the date of Closing, and shall (along with all indemnification and hold harmless obligations related thereto) survive Closing.

XXI. No Third Party Beneficiary Rights.

This Agreement is not intended to create, nor shall it in any way be interpreted or construed to create, any third party beneficiary rights in any person not a party hereto unless otherwise expressly provided herein.

XXII. Venue; Governing Law.

Any legal proceeding instituted between the parties shall be in the courts of the County of Latah, state of Idaho, and each of the parties agrees to submit to the jurisdiction of

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

such courts. It is further agreed that this Agreement shall be governed by the laws of the State of Idaho as an agreement to be performed within the State of Idaho.

EXECUTED as of the date first above written.

SELLER:

Auen Foundation,
a California charitable trust

BUYER:

Board of Regents of the University of
Idaho

Ronald M Auen, Trustee

Lloyd E Mues
Vice President for Finance Administration

List of Exhibits and Schedule

Exhibit "A" – Real Property

Exhibit "B" – Warranty Deed

Exhibit A

Taylor Mountain Surveying
301 Waller St.
Salmon, Idaho 83467
(208) 756-8321

AUEN-BURGER FOUNDATION - DESCRIPTION T23NR22E324801

A portion of the NW1/4 Section 32, T23N, R22E, Boise Meridian, Lemhi County, Idaho, more particularly described as follows:

Commencing at the NE Corner of said Section 32 run thence S00°05'32"W the Basis of Bearing of this description, 1316.76 feet to the North 1/16th Corner of Sections 32 and 33;

Thence S00°04'42"W, 1315.59 feet to the East 1/4 Corner of said Section 32;

Thence S00°04'03"W, 2630.84 feet to the SE Corner of said Section 32;

Thence N89°33'56"W, 1320.67 feet to the SW Corner E1/2SE1/4 said Section 32;

Thence N00°03'56"E along the westerly line of said E1/2SE1/4 Section 32, 1188.21 feet;

Thence leaving said westerly line N89°33'56"W, 3881.5 feet to a point on the easterly line right-of-way of Highway 93;

Thence along said right-of-way N00°07'01"E, 649.80 feet to the Point of Beginning;

Thence continuing along said right-of-way N00°07'01"E, 472.00 feet;

Thence leaving said right-of-way S89°33'56"E, 835.43 feet;

Thence S00°07'01"W, 216.13 feet;

Thence S89°41'36"W, 610.87 feet;

Thence S36°25'21"W, 297.70 feet;

Thence S82°06'35"W, 48.77 feet to the Point of Beginning.

Together with an ingress, and egress easement 50 feet wide north of the following described line:

commencing at the SE Corner of said Section 32;

Thence N89°33'56"W, 1320.67 feet to the SW Corner E1/2SE1/4 said Section 32;

Thence N00°03'56"E along the westerly line of said E1/2SE1/4 Section 32, 1188.21 feet;

Thence leaving said westerly line N89°33'56"W, 3881.5 feet to a point on the easterly line right-of-way of Highway 93;

Thence along said right-of-way N00°07'01"E, 1121.80 feet to the Point of Beginning;

Thence leaving said right-of-way S89°33'56"E, 885.43 feet to the Point of Terminus.

Said parcel contains 5.00 acres.



WARRANTY DEED

GRANTOR, the AUEN FOUNDATION, Ronald M Auen, Trustee, a California charitable trust, whose current address is PO Box 13390, Palm Desert CA 92255-3390, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the BOARD OF REGENTS OF THE UNIVERSITY OF IDAHO, a body politic and corporate organized and existing under the laws and constitution of the state of Idaho, as GRANTEE, all of the real property, improvements, and appurtenances on the premises described specifically as shown in the attached Exhibit A ("Property").

TOGETHER with all and singular, the rights and appurtenances pertaining to such real property, as they exist, including any and all timber, water rights, mineral rights, easements (including that perpetual non-exclusive easement benefitting Property and originally reserved by Seller in the Gift Deed between same parties recorded as Instrument #266778 in the records of the Lemhi County Recorder's Office), rights-of-way and any and all improvements constructed thereon.

GRANTOR does hereby covenant with the said GRANTEE that GRANTOR is the owner in fee simple of said premises; that said premises are free from all encumbrances; and subject to reservations, restrictions, dedications, easements, rights of way, and agreements, if any, of record, and general taxes and assessments for the current year, which are not yet due and payable, and that GRANTOR will warrant and defend the same from all lawful claims whatsoever. GRANTEE agrees to indemnify GRANTOR against any and all obligation, suits, claims, losses, or expense arising from or related to GRANTEE'S use and occupancy of the premises.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IN WITNESS WHEREOF, GRANTOR has hereunto caused this instrument to be executed this _____ day of June, 2008.

GRANTOR: Auen Foundation

By: _____
Ronald M Auen, Trustee

Date: _____

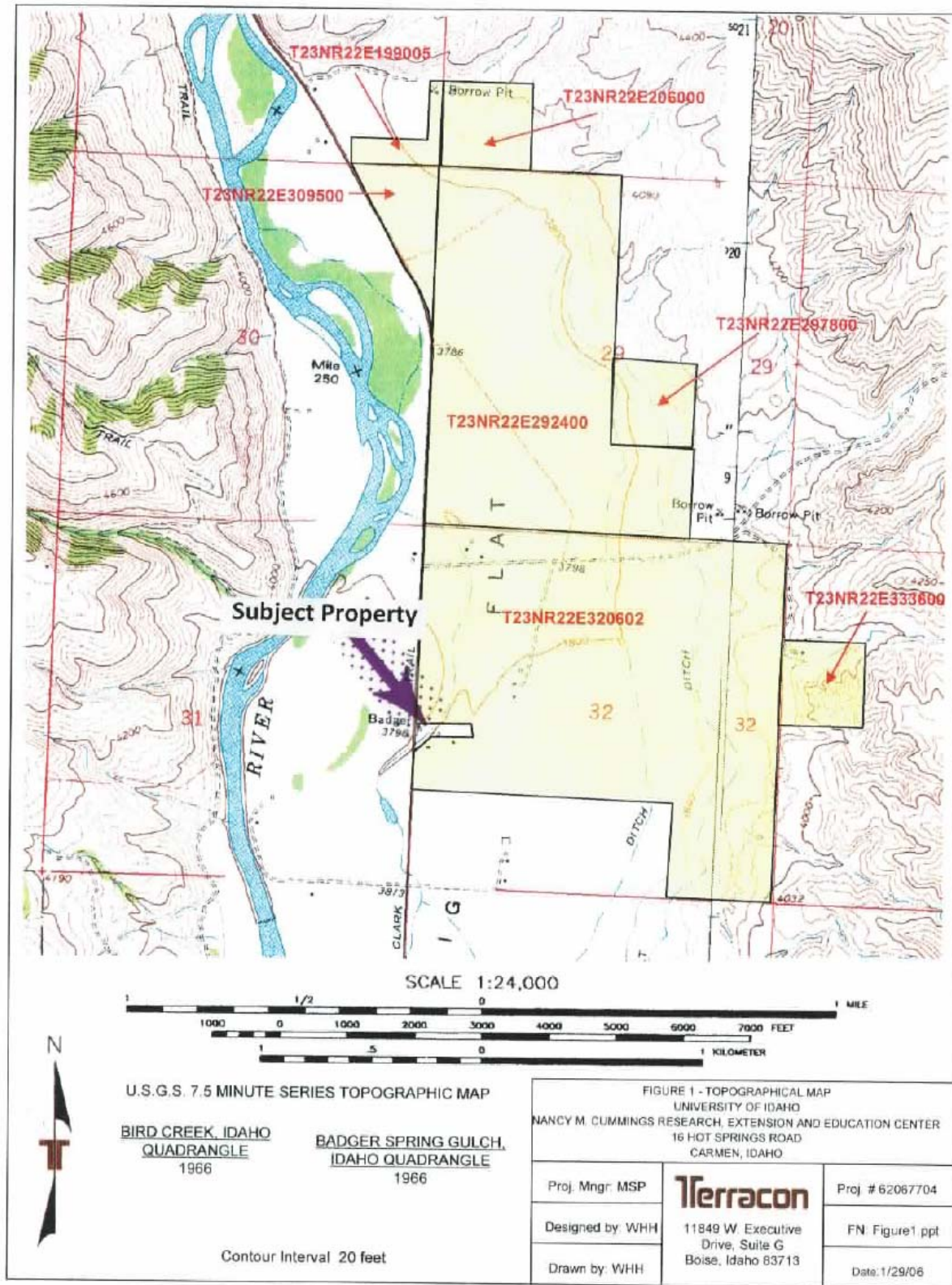
STATE of CALIFORNIA)
) ss.
County of Riverside)

On this _____ day of _____ 2008, before me, the undersigned, a Notary Public in and for said State of California, personally appeared Ronald M Auen, known or identified to me to be Trustee for the Auen Foundation, who executed the within instrument, and acknowledged to me that the instrument was executed on behalf of the Auen Foundation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

NOTARY PUBLIC for Idaho
Residing at _____, California
My commission expires: _____

ATTACHMENT 2



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FROM: Brent T. Berry Brent T. Berry Appraisal Services 909 #3 Shoup St. Salmon, ID 83467 btbapprsl@centurytel.net Telephone Number: 208-756-6310 Fax Number: 208-756-6310			INVOICE <table><tr><td colspan="2">INVOICE NUMBER</td></tr><tr><td colspan="2">08133</td></tr><tr><td colspan="2">DATE</td></tr><tr><td colspan="2">4/14/2008</td></tr><tr><td colspan="2">REFERENCE</td></tr><tr><td>Internal Order #:</td><td>08133</td></tr><tr><td>Lender Case #:</td><td></td></tr><tr><td>Client File #:</td><td>08133</td></tr><tr><td>Main File # on form:</td><td>08133</td></tr><tr><td>Other File # on form:</td><td>06139Uofl</td></tr><tr><td>Federal Tax ID:</td><td>550652398</td></tr><tr><td>Employer ID:</td><td></td></tr></table>		INVOICE NUMBER		08133		DATE		4/14/2008		REFERENCE		Internal Order #:	08133	Lender Case #:		Client File #:	08133	Main File # on form:	08133	Other File # on form:	06139Uofl	Federal Tax ID:	550652398	Employer ID:	
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Other File # on form:	06139Uofl																											
Federal Tax ID:	550652398																											
Employer ID:																												
T0: Gerard Billington University of Idaho Administrative Affairs Moscow, ID 83844-3162 Telephone Number: (208) 885-6468 Fax Number: (208) 885-9490 Alternate Number: E-Mail:																												
DESCRIPTION																												
Lender: University of Idaho Client: University of Idaho Purchaser/Borrower: University of Idaho Property Address: 6553 Hwy 93 N City: Salmon County: Lemhi State: ID Zip: 83467 Legal Description: T-1402 32 23 22																												
FEES				AMOUNT																								
1004				300.00																								
Re billing fee of \$25.00 will be charged.																												
1.5 % per month will be charged on all fees past due 30 days.																												
SUBTOTAL				300.00																								
PAYMENTS				AMOUNT																								
Check #:	Date:	Description:																										
Check #:	Date:	Description:																										
Check #:	Date:	Description:																										
SUBTOTAL																												
Now due.				TOTAL DUE \$ 300.00																								

APPRAISAL OF REAL PROPERTY



Date of Valuation:

04/25/2008

Located At:

6553 Hwy 93 N
T-1402 32 23 22
Salmon, ID 83467

For:

University of Idaho
Administrative Affairs, Moscow, ID 83844-3162

Table of Contents:

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Subject Photos	14
Comparable Photos 1-3	15
W-9 Request for Tax ID Number	16

SUMMARY OF SALIENT FEATURES

SUBJECT INFORMATION	Subject Address	6553 Hwy 93 N
	Legal Description	T-1402 32 23 22
	City	Salmon
	County	Lemhi
	State	ID
	Zip Code	83467
	Census Tract	9802.00
	Map Reference	delorme
SALES PRICE	Sale Price	\$ 0
	Date of Sale	n/a
CLIENT	Borrower/Client	University of Idaho
	Lender	University of Idaho
DESCRIPTION OF IMPROVEMENTS	Size (Square Feet)	1,760
	Price per Square Foot	\$
	Location	suburban
	Age	26/10e
	Condition	average/good
	Total Rooms	6
	Bedrooms	3
	Baths	2
APPRAISER	Appraiser	Brent T Berry
	Date of Appraised Value	04/25/2008
VALUE	Final Estimate of Value	\$ 259,000

Summary Appraisal Report

ATTACHMENT 3

06139Uofl

File # 08133

Uniform Residential Appraisal Report

SUBJECT	The purpose of this summary appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.										
	Property Address 6553 Hwy 93 N				City Salmon		State ID		Zip Code 83467		
	Borrower University of Idaho			Owner of Public Record Auen-Berger Foundation			County Lemhi				
	Legal Description T-1402 32 23 22										
	Assessor's Parcel # RP23N22E324801A				Tax Year 2007		R.E. Taxes \$ 765.74				
	Neighborhood Name n/a				Map Reference delorme		Census Tract 9802.00				
	Occupant ☐ Owner ☐ Tenant ☒ Vacant Special Assessments \$ 0 ☐ PUD HOA \$ 0 ☐ per year ☐ per month										
	Property Rights Appraised ☒ Fee Simple ☐ Leasehold ☐ Other (describe) n/a										
	Assignment Type ☐ Purchase Transaction ☐ Refinance Transaction ☒ Other (describe) Gift										
	Lender/Client University of Idaho Address Administrative Affairs, Moscow, ID 83844-3162										
CONTRACT	Is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal? ☐ Yes ☒ No										
	Report data source(s) used, offering price(s), and date(s). MLS Data.										
	I ☐ did ☐ did not analyze the contract for sale for the subject purchase transaction. Explain the results of the analysis of the contract for sale or why the analysis was not performed. n/a										
	Contract Price \$ 0 Date of Contract n/a Is the property seller the owner of public record? ☐ Yes ☐ No Data Source(s) n/a										
	Is there any financial assistance (loan charges, sale concessions, gift or downpayment assistance, etc.) to be paid by any party on behalf of the borrower? ☐ Yes ☒ No										
	If Yes, report the total dollar amount and describe the items to be paid. 0 n/a										
NEIGHBORHOOD	Note: Race and the racial composition of the neighborhood are not appraisal factors.										
	Neighborhood Characteristics				One-Unit Housing Trends			One-Unit Housing		Present Land Use %	
	Location ☐ Urban ☒ Suburban ☐ Rural		Property Values ☐ Increasing ☒ Stable ☐ Declining			PRICE AGE		One-Unit 70 %			
	Built-Up ☐ Over 75% ☒ 25-75% ☐ Under 25%		Demand/Supply ☐ Shortage ☒ In Balance ☐ Over Supply			\$ (000) (yrs)		2-4 Unit %			
	Growth ☐ Rapid ☒ Stable ☐ Slow		Marketing Time ☐ Under 3 mths ☒ 3-6 mths ☐ Over 6 mths			159 Low 1		Multi-Family %			
	Neighborhood Boundaries See attached addenda.				355 High 75		Commercial 5 %				
					224 Pred. 25-35		Other 25 %				
	Neighborhood Description See attached addenda.										
SITE	Market Conditions (including support for the above conclusions) See attached addenda.										
	Dimensions irregular Area 5 acres Shape irregular View mtn/tr/gd										
	Specific Zoning Classification agri/residential				Zoning Description residential / SFR allowed						
	Zoning Compliance ☒ Legal ☐ Legal Nonconforming (Grandfathered Use) ☐ No Zoning ☐ Illegal (describe) n/a										
	Is the highest and best use of subject property as improved (or as proposed per plans and specifications) the present use? ☒ Yes ☐ No If No, describe n/a										
	Utilities Public Other (describe)		Public Other (describe)		Off-site Improvements - Type		Public Private				
	Electricity ☐ ☒		Water ☐ ☒ well/typical		Street gravel/typical		☒ ☐				
Gas ☐ ☒ none/typical		Sanitary Sewer ☐ ☒ septic/typical		Alley none/typical		☒ ☐					
FEMA Special Flood Hazard Area ☐ Yes ☒ No FEMA Flood Zone C FEMA Map # 1600920415B FEMA Map Date 8/15/1990											
Are the utilities and off-site improvements typical for the market area? ☒ Yes ☐ No If No, describe n/a											
Are there any adverse site conditions or external factors (easements, encroachments, environmental conditions, land uses, etc.)? ☐ Yes ☒ No If Yes, describe											
There are no apparent adverse easements, encroachments, special assessments or other noted at the time of inspection. Site improvements and utilities are typical, useful, marketable and conforming to the surrounding area.											
IMPROVEMENTS	General Description		Foundation		Exterior Description materials/condition		Interior materials/condition				
	Units ☒ One ☐ One with Accessory Unit		☐ Concrete Slab ☒ Crawl Space		Foundation Walls cnc/trtd/wd/gd		Floors cp/hrdwd/tl/gd				
	# of Stories 1		☐ Full Basement ☐ Partial Basement		Exterior Walls wd/log/gd		Walls wd/stn/dw/pnt/gd				
	Type ☒ Det. ☐ Att. ☐ S-Det./End Unit		Basement Area 0 sq.ft.		Roof Surface mtl/gd		Trim/Finish wd/stn/avg/gd				
	☒ Existing ☐ Proposed ☐ Under Const.		Basement Finish n/a %		Gutters & Downspouts none/typical		Bath Floor cpt/tile/gd				
	Design (Style) 1 story		☐ Outside Entry/Exit ☐ Sump Pump		Window Type wd/sld/fxd/gd		Bath Wainscot fbr/avg/gd				
	Year Built 1977		Evidence of ☐ Infestation none noted		Storm Sash/Insulated no/yes/gd		Car Storage ☒ None				
	Effective Age (Yrs) 10e		☐ Dampness ☐ Settlement		Screens yes/gd		☐ Driveway # of Cars				
	Attic ☒ None		Heating ☐ FWA ☐ HWBB ☒ Radiant		Amenities ☒ Woodstove(s) # wd		Driveway Surface gravel/typical				
	☐ Drop Stair ☐ Stairs		☐ Other Fuel elc		☐ Fireplace(s) # ☒ Fence wd/pp		☒ Garage # of Cars 2 garage				
	☐ Floor ☐ Scuttle		Cooling ☐ Central Air Conditioning		☒ Patio/Deck cnc ☒ Porch cnc		☐ Carport # of Cars				
	☐ Finished ☐ Heated		☐ Individual ☐ Other		☐ Pool ☒ Other strg/bldg		☒ Att. ☐ Det. ☐ Built-in				
	Appliances ☒ Refrigerator ☒ Range/Oven ☐ Dishwasher ☐ Disposal ☒ Microwave ☐ Washer/Dryer ☐ Other (describe) n/a										
	Finished area above grade contains: 6 Rooms 3 Bedrooms 2 Bath(s) 1,760 Square Feet of Gross Living Area Above Grade										
	Additional features (special energy efficient items, etc.). See attached addenda.										
	Describe the condition of the property (including needed repairs, deterioration, renovations, remodeling, etc.). No physical, functional or external inadequacies noted. The home is of average quality construction and it is in overall average to good condition. See attached addenda.										
	Are there any physical deficiencies or adverse conditions that affect the livability, soundness, or structural integrity of the property? ☐ Yes ☒ No If Yes, describe n/a										
Does the property generally conform to the neighborhood (functional utility, style, condition, use, construction, etc.)? ☒ Yes ☐ No If No, describe n/a											

Uniform Residential Appraisal Report

SALES COMPARISON APPROACH

There are 29 comparable properties currently offered for sale in the subject neighborhood ranging in price from \$ 159,425 to \$ 399,900 .																			
There are 21 comparable sales in the subject neighborhood within the past twelve months ranging in sale price from \$ 159,000 to \$ 355,000 .																			
FEATURE		SUBJECT		COMPARABLE SALE # 1			COMPARABLE SALE # 2			COMPARABLE SALE # 3									
Address		6553 Hwy 93 N Salmon, ID 83467			67 Sunflower Road Salmon, ID.83467-5235			10 Dogwood Lane Salmon, ID 83467			13 Miller Lane Salmon, ID 83467								
Proximity to Subject					13.38 miles S			3.89 miles S			8.05 miles SE								
Sale Price		\$ 0				\$ 242,500				\$ 275,000				\$ 256,000					
Sale Price/Gross Liv. Area		\$ sq.ft.		\$ 125.13 sq.ft.				\$ 202.21 sq.ft.				\$ 118.96 sq.ft.							
Data Source(s)					mls # 2003890			mls #2003632			mls #2003889								
Verification Source(s)					county records			county record			inspection								
VALUE ADJUSTMENTS		DESCRIPTION		DESCRIPTION		+(-) \$ Adjustment		DESCRIPTION		+(-) \$ Adjustment		DESCRIPTION		+(-) \$ Adjustment					
Sales or Financing Concessions					cash none noted					conv. none noted					conv. none noted				
Date of Sale/Time					10/04/2007 coe					06/22/2007 coe					01/17/2008 coe				
Location		suburban			suburban					suburban					suburban				
Leasehold/Fee Simple		fee simple			fee simple					Fee Simple					Fee Simple				
Site		5 acres			3.396 acres			+4,800		5.219 acres			0		1.430 acres			+10,700	
View		mtn/tr/gd			mtn/gd					mtn/gd					mtn/gd				
Design (Style)		1 story			1 story					1 story					1 story				
Quality of Construction		average			average					average					average				
Actual Age		26/10e			12/10e					29/10e					32/10e				
Condition		average/good			average/good					average/gd					average/gd				
Above Grade		Total Bdrms. Baths			Total Bdrms. Baths					Total Bdrms. Baths					Total Bdrms. Baths			-1,000	
Room Count		6 3 2			5 3 2					6 3 2					7 4 3			-3,000	
Gross Living Area		1,760 sq.ft.			1,938 sq.ft.			-3,600		1,360 sq.ft.			+8,000		2,152 sq.ft.			-7,800	
Basement & Finished Rooms Below Grade		0 n/a			0 n/a					0 n/a					0 n/a				
Functional Utility		average			average					average					average				
Heating/Cooling		lpg/fau/none			elc/rdnt/none					elc/bsb/none					elc/bsb/none				
Energy Efficient Items		typical			typical					typical					typical				
Garage/Carport		2 garage			2 garage					3 garage			-3,000		2 garage				
Porch/Patio/Deck		porch/patio			decking					porch/deck					porch/deck				
additional heat source		1 wds			appliances					1 gstv					2 wds			-2,000	
Indscp/fnc		Indscp/fnc			decking					Indscp/fnc					Indscp/fnc				
outbuildings		opn/enclsd/strg			strg/shop					strg/shop					strg/barn				
Net Adjustment (Total)					☒ + ☐ -			\$ 1,200		☒ + ☐ -			\$ 5,000		☐ + ☒ -			\$ -3,100	
Adjusted Sale Price of Comparables					Net Adj. 0.5 %					Net Adj. 1.8 %					Net Adj. 1.2 %				
					Gross Adj. 3.5 %			\$ 243,700		Gross Adj. 4.0 %			\$ 280,000		Gross Adj. 9.6 %			\$ 252,900	
I ☒ did ☐ did not research the sale or transfer history of the subject property and comparable sales. If not, explain										n/a									
My research ☐ did ☒ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.																			
Data Source(s) n/a																			
My research ☐ did ☒ did not reveal any prior sales or transfers of the comparable sales for the year prior to the date of sale of the comparable sale.																			
Data Source(s) n/a																			
Report the results of the research and analysis of the prior sale or transfer history of the subject property and comparable sales (report additional prior sales on page 3).																			
ITEM		SUBJECT			COMPARABLE SALE #1			COMPARABLE SALE #2			COMPARABLE SALE #3								
Date of Prior Sale/Transfer		n/a			n/a			n/a			n/a								
Price of Prior Sale/Transfer		0			0			0			0								
Data Source(s)		mls data			mls data			mls data			mls data								
Effective Date of Data Source(s)		04/25/2008			04/25/2008			04/25/2008			04/25/2008								
Analysis of prior sale or transfer history of the subject property and comparable sales										See attached addenda.									
Summary of Sales Comparison Approach See attached addendum.																			
Indicated Value by Sales Comparison Approach \$ 259,000																			

RECONCILIATION

Indicated Value by: Sales Comparison Approach \$ 259,000				Cost Approach (if developed) \$ 254,800				Income Approach (if developed) \$ 0			
The sales comparison analysis was given the most weight as it reflects recent trends of buyers and sellers. This approach is supported by the cost approach. The income approach was not used for lack of comparable rental data and homes of this type are typically owner occupied.											
This appraisal is made ☒ "as is", ☐ subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, ☐ subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed, or ☐ subject to the following required inspection based on the extraordinary assumption that the condition or deficiency does not require alteration or repair: No conditions. This is a "Complete" summary appraisal report.											
Based on a complete visual inspection of the interior and exterior areas of the subject property, defined scope of work, statement of assumptions and limiting conditions, and appraiser's certification, my (our) opinion of the market value, as defined, of the real property that is the subject of this report is \$ 259,000 , as of 04/25/2008 , which is the date of inspection and the effective date of this appraisal.											

Uniform Residential Appraisal Report

APPRAISER’S CERTIFICATION: The Appraiser certifies and agrees that:

- 1. I have, at a minimum, developed and reported this appraisal in accordance with the scope of work requirements stated in this appraisal report.
- 2. I performed a complete visual inspection of the interior and exterior areas of the subject property. I reported the condition of the improvements in factual, specific terms. I identified and reported the physical deficiencies that could affect the livability, soundness, or structural integrity of the property.
- 3. I performed this appraisal in accordance with the requirements of the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
- 4. I developed my opinion of the market value of the real property that is the subject of this report based on the sales comparison approach to value. I have adequate comparable market data to develop a reliable sales comparison approach for this appraisal assignment. I further certify that I considered the cost and income approaches to value but did not develop them, unless otherwise indicated in this report.
- 5. I researched, verified, analyzed, and reported on any current agreement for sale for the subject property, any offering for sale of the subject property in the twelve months prior to the effective date of this appraisal, and the prior sales of the subject property for a minimum of three years prior to the effective date of this appraisal, unless otherwise indicated in this report.
- 6. I researched, verified, analyzed, and reported on the prior sales of the comparable sales for a minimum of one year prior to the date of sale of the comparable sale, unless otherwise indicated in this report.
- 7. I selected and used comparable sales that are locationally, physically, and functionally the most similar to the subject property.
- 8. I have not used comparable sales that were the result of combining a land sale with the contract purchase price of a home that has been built or will be built on the land.
- 9. I have reported adjustments to the comparable sales that reflect the market’s reaction to the differences between the subject property and the comparable sales.
- 10. I verified, from a disinterested source, all information in this report that was provided by parties who have a financial interest in the sale or financing of the subject property.
- 11. I have knowledge and experience in appraising this type of property in this market area.
- 12. I am aware of, and have access to, the necessary and appropriate public and private data sources, such as multiple listing services, tax assessment records, public land records and other such data sources for the area in which the property is located.
- 13. I obtained the information, estimates, and opinions furnished by other parties and expressed in this appraisal report from reliable sources that I believe to be true and correct.
- 14. I have taken into consideration the factors that have an impact on value with respect to the subject neighborhood, subject property, and the proximity of the subject property to adverse influences in the development of my opinion of market value. I have noted in this appraisal report any adverse conditions (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) observed during the inspection of the subject property or that I became aware of during the research involved in performing this appraisal. I have considered these adverse conditions in my analysis of the property value, and have reported on the effect of the conditions on the value and marketability of the subject property.
- 15. I have not knowingly withheld any significant information from this appraisal report and, to the best of my knowledge, all statements and information in this appraisal report are true and correct.
- 16. I stated in this appraisal report my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the assumptions and limiting conditions in this appraisal report.
- 17. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or opinion of market value in this appraisal report on the race, color, religion, sex, age, marital status, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property or on any other basis prohibited by law.
- 18. My employment and/or compensation for performing this appraisal or any future or anticipated appraisals was not conditioned on any agreement or understanding, written or otherwise, that I would report (or present analysis supporting) a predetermined specific value, a predetermined minimum value, a range or direction in value, a value that favors the cause of any party, or the attainment of a specific result or occurrence of a specific subsequent event (such as approval of a pending mortgage loan application).
- 19. I personally prepared all conclusions and opinions about the real estate that were set forth in this appraisal report. If I relied on significant real property appraisal assistance from any individual or individuals in the performance of this appraisal or the preparation of this appraisal report, I have named such individual(s) and disclosed the specific tasks performed in this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in this appraisal report; therefore, any change made to this appraisal is unauthorized and I will take no responsibility for it.
- 20. I identified the lender/client in this appraisal report who is the individual, organization, or agent for the organization that ordered and will receive this appraisal report.

Uniform Residential Appraisal Report

21. The lender/client may disclose or distribute this appraisal report to: the borrower; another lender at the request of the borrower; the mortgagee or its successors and assigns; mortgage insurers; government sponsored enterprises; other secondary market participants; data collection or reporting services; professional appraisal organizations; any department, agency, or instrumentality of the United States; and any state, the District of Columbia, or other jurisdictions; without having to obtain the appraiser's or supervisory appraiser's (if applicable) consent. Such consent must be obtained before this appraisal report may be disclosed or distributed to any other party (including, but not limited to, the public through advertising, public relations, news, sales, or other media).

22. I am aware that any disclosure or distribution of this appraisal report by me or the lender/client may be subject to certain laws and regulations. Further, I am also subject to the provisions of the Uniform Standards of Professional Appraisal Practice that pertain to disclosure or distribution by me.

23. The borrower, another lender at the request of the borrower, the mortgagee or its successors and assigns, mortgage insurers, government sponsored enterprises, and other secondary market participants may rely on this appraisal report as part of any mortgage finance transaction that involves any one or more of these parties.

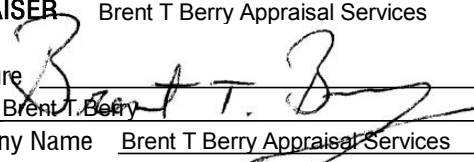
24. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

25. Any intentional or negligent misrepresentation(s) contained in this appraisal report may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both under the provisions of Title 18, United States Code, Section 1001, et seq., or similar state laws.

SUPERVISORY APPRAISER'S CERTIFICATION: The Supervisory Appraiser certifies and agrees that:

1. I directly supervised the appraiser for this appraisal assignment, have read the appraisal report, and agree with the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
2. I accept full responsibility for the contents of this appraisal report including, but not limited to, the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
3. The appraiser identified in this appraisal report is either a sub-contractor or an employee of the supervisory appraiser (or the appraisal firm), is qualified to perform this appraisal, and is acceptable to perform this appraisal under the applicable state law.
4. This appraisal report complies with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
5. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

APPRAISER Brent T Berry Appraisal Services

Signature 
Name Brent T. Berry
Company Name Brent T Berry Appraisal Services
Company Address 909 #3 Snoupp Street, Salmon, ID 83467
Telephone Number (208) 756-6310
Email Address btbapprsl@centurytel.net
Date of Signature and Report April 27, 2008
Effective Date of Appraisal 04/25/2008
State Certification # _____
or State License # LRA 263
or Other (describe) _____ State # _____
State ID
Expiration Date of Certification or License 7/23/2008

ADDRESS OF PROPERTY APPRAISED

6553 Hwy 93 N
Salmon, ID 83467

APPRAISED VALUE OF SUBJECT PROPERTY \$ 259,000

LENDER/CLIENT

Name Gerard Billington
Company Name University of Idaho
Company Address Administrative Affairs, Moscow, ID 83844-3162
Email Address gerardb@uidaho.edu

SUPERVISORY APPRAISER (ONLY IF REQUIRED)

Signature _____
Name _____
Company Name _____
Company Address _____
Telephone Number _____
Email Address _____
Date of Signature _____
State Certification # _____
or State License # _____
State _____
Expiration Date of Certification or License _____

SUBJECT PROPERTY

- ☐ Did not inspect subject property
☐ Did inspect exterior of subject property from street
Date of Inspection _____
☐ Did inspect interior and exterior of subject property
Date of Inspection _____

COMPARABLE SALES

- ☐ Did not inspect exterior of comparable sales from street
☐ Did inspect exterior of comparable sales from street
Date of Inspection _____

Supplemental Addendum

ATTACHMENT 3

File No. 08133

Borrower/Client	University of Idaho				
Property Address	6553 Hwy 93 N				
City	Salmon	County	Lemhi	State	ID Zip Code 83467
Lender	University of Idaho				

Purpose and Function:

The Intended User of this appraisal report is the Lender and or Client. The Intended Use is to evaluate the property that is the subject of this appraisal for a Decision making, subject to the stated Scope of Work, purpose of the appraisal, reporting requirements of this appraisal report form, and Definition of Market Value. No additional Intended Users are identified by the appraiser.

If the subject property was built prior to 1978, the dwelling may contain lead based paint.

Neighborhood Comments:

The subject market area is within and around the unincorporated area of Carmen, Idaho and the primary City center of Salmon, Idaho to the south. The overall market area as a whole is within a 1-50 mile radius with primary emphasis for the subject being toward the northerly portions of the Salmon River Valley. The overall market area is linked by US Highway 93, the Salmon River Road and State Highway 28. They are the main arterial routes running through the long and narrow Salmon River Valley. The market area consists of a variety of architectural styles and designs with a mixture of both manufactured and stick built dwellings. Homes range from fair to very good quality construction and levels of appeal. New construction and the renovation of older homes for sale is prevalent.

The market area consists of a low density population base with light industrial, commercial, agricultural, recreational and residential uses. This area is known for its scenic beauty and privacy. Public amenities are located in Salmon. They are considered to be average and adequate for typical public needs. The main employment for the area is from government agencies, light industrial, recreational and commercial uses. A newer hospital has opened in Salmon. Published reports suggest a new mine may start construction in late 2008. Mining in the area of Salmon is common. Historically mining creates employment with a competitive wage. Which in turn increases demand for affordable housing. However, the actual positive or negative effects have not been fully determined at this time.

Typical marketing times of 3-6 months are common if priced accordingly. With an average of approximately 147.5 days on market. Supply and demand for homes in the subject price range are in balance and prices are relatively stable. Homes have sold for approximately 92-100% of their current list price.

Improvement Description:

The subject property is an average quality one story ranch styled home with a newer composition shingle roof. The interior has fresh paint, newer carpet flooring and newer appliances. The front bath room is effectively new with tile flooring, new fixtures, paint etc.. The home has a functional floor plan with rooms that are average in size with a typical layout for homes of its age. The bedrooms have new carpet fresh paint and typical closet space. The bath off the main hall has newer carpet flooring, typical painted wood cabinets and formica tops. There is a fireplace with wood stove insert and ceiling fan for additional heat exchange. The garage is attached and partially finished. It has two electric opener, not in operation at time of inspection. No warranties are given.

The on-site and off-site improvements and private utilities are typical, marketable and conforming to the surrounding area. The additional outbuilding on site is for shop area and or open storage. The on site and off site improvements are typical, useful, marketable and conforming for the area.

Comments on Sales-comparisons:

In the overall Salmon market area comparisons that exceed Fannie Mae (FNMA) adjustment guidelines are common. They are only used for the lack of more recent directly comparable properties found in the immediate area. The comparisons used are the most recent similar sales found in the subjects market area and they are confirmed closed transactions per local MLS data and or county records.

Comparison #1 is a fairly recent sale set on a smaller site in a competing area to the south. The home is similar in style and design. It is newer however, the subject has had a relatively good level of maintenance. It is larger in GLA with a similar bed and bath count.

Comparison #2 is a dated sale set on a similar sized parcel in relatively close proximity. It is similar in age and condition. The home smaller in GLA with a similar room count. It has superior parking and similar site amenities.

Comparison #3 is a recent sale located in a competing area to the south east. It is similar in age and condition. The home is large in GLA with a superior bed and bath count. It has superior heat and similar site amenities.

Comparisons #1 and #2 exceed the Fannie Mae (FNMA) six month sale guideline. No negative market influence is noted, as the market does not appear to have negatively changed over the prior 12 months for homes of this type, market area and or price range. **Note:** These sales are only used for the lack of more recent directly comparable sales found in the area.

Site size adjustments are for the market reaction to site size, utility and allocation. GLA adjustments of \$15.00 per square foot are for the market reaction to size differences. Bathroom and bedroom adjustments are for the market reaction to the type and amount of rooms available. Parking adjustments of \$1,500.00 - \$3,000.00 are for the market reaction to having open or enclosed parking space. Amenity adjustments are for the market reaction to the type, amount, quality and or cost to place additional adequate amenities on site and or within the dwelling.

Supplemental Addendum

Borrower/Client	University of Idaho					
Property Address	6553 Hwy 93 N					
City	Salmon	County	Lemhi	State	ID	Zip Code 83467
Lender	University of Idaho					

The subject is not currently listed for sale, was not found to be listed for sale over the prior 12 months, nor has it sold over the prior 36 months. No personal property is included or given weight in the final estimate of value. This is a Summary Appraisal Report. No Conditions.

Final Reconciliation:

All sales are within and considered to be part of the subjects overall market area. These sales are relatively similar in overall location, design, quality, condition and or amenities. The sale used suggest a range to value for the subject. Due to the subjects site size, GLA, age, condition and amenities, it is estimated to be toward the mid range indicated by the adjusted sales. The subjects "as is" opinion of value of \$259,000.00 is within the range indicated by the sales used and it is considered to be reasonable.

Location Map

ATTACHMENT 3

Borrower/Client	University of Idaho				
Property Address	6553 Hwy 93 N				
City	Salmon	County	Lemhi	State	ID Zip Code 83467
Lender	University of Idaho				



Subject Photo Page

ATTACHMENT 3

Borrower/Client	University of Idaho					
Property Address	6553 Hwy 93 N					
City	Salmon	County	Lemhi	State	ID	Zip Code 83467
Lender	University of Idaho					



Subject Front

6553 Hwy 93 N	
Sales Price	0
Gross Living Area	1,760
Total Rooms	6
Total Bedrooms	3
Total Bathrooms	2
Location	suburban
View	mtn/tr/gd
Site	5 acres
Quality	average
Age	26/10e



Subject Rear



Subject Street

Subject Photos

ATTACHMENT 3

Borrower/Client	University of Idaho					
Property Address	6553 Hwy 93 N					
City	Salmon	County	Lemhi	State	ID	Zip Code 83467
Lender	University of Idaho					



Subject Storage

6553 Hwy 93 N

Comparable Photo Page

ATTACHMENT 3

Borrower/Client	University of Idaho					
Property Address	6553 Hwy 93 N					
City	Salmon	County	Lemhi	State	ID	Zip Code 83467
Lender	University of Idaho					



Comparable 1

67 Sunflower Road	
Prox. to Subject	13.38 miles S
Sale Price	242,500
Gross Living Area	1,938
Total Rooms	5
Total Bedrooms	3
Total Bathrooms	2
Location	suburban
View	mtn/gd
Site	3.396 acres
Quality	average
Age	12/10e



Comparable 2

10 Dogwood Lane	
Prox. to Subject	3.89 miles S
Sale Price	275,000
Gross Living Area	1,360
Total Rooms	6
Total Bedrooms	3
Total Bathrooms	2
Location	suburban
View	mtn/gd
Site	5.219 acres
Quality	average
Age	29/10e



Comparable 3

13 Miller Lane	
Prox. to Subject	8.05 miles SE
Sale Price	256,000
Gross Living Area	2,152
Total Rooms	7
Total Bedrooms	4
Total Bathrooms	3
Location	suburban
View	mtn/gd
Site	1.430 acres
Quality	average
Age	32/10e

**Request for Taxpayer
Identification Number and Certification****ATTACHMENT 3**
Give form to the
requester. Do not
send to the IRS.Print or type
See Specific Instructions on page 2.

Name (as reported on your income tax return)

Brent T Berry

Business name, if different from above

Brent T Berry Appraisal Services

Check appropriate box: ☒ Individual/
Sole proprietor ☐ Corporation ☐ Partnership ☐ Other ▶☐ Exempt from backup
withholding

Address (number, street, and apt. or suite no.)

909 #3 Shoup Street

City, state, and ZIP code

Salmon, Idaho 83467

List account number(s) here (optional)

Requester's name and address (optional)

University of Idaho

Administrative Affairs

Moscow, Idaho

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Social security number

5 | 5 | 0 | 6 | 5 | 2 | 3 | 9 | 8

or**Employer identification number**

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. Resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to a individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

**Sign
Here**Signature of
U.S. person ▶

Date ▶ 04/25/2008

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use the form W-9 only if you are a U.S. person (including a resident alien), to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For Federal tax purposes you are considered a person if you are:

- an individual who is a citizen or resident of the United States,
- a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

- any estate (other than a foreign estate) or trust. See Regulation section 301.7701-6(a) for additional information.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or
2. You do not certify your TIN when required (see the Part II instructions on page 4 for details), or
3. The IRS tells the requester that you furnished an incorrect TIN, or
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your social security card on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

Other entities. Enter your business name as shown on required Federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
2. The United States or any of its agencies or instrumentalities,
3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,
8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
9. A futures commission merchant registered with the Commodity Futures Trading Commission,
10. A real estate investment trust,
11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
12. A common trust fund operated by a bank under section 584(a),
13. A financial institution,
14. A middleman known in the investment community as a nominee or custodian, or
15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

If the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt recipients 1 through 7 ²

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees; and payments for services paid by a Federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form on-line at www.socialsecurity.gov/online/ss-5.pdf. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses/ and clicking on Employer ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting www.irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Writing "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship or single-owner LLC	The owner ³
For this type of account:	Give name and EIN of:
6. Sole proprietorship or single-owner LLC	The owner ³
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

⁴ List first and circle the name of the legal trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, and the District of Columbia to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, or to Federal and state agencies to enforce Federal nontax criminal laws and to combat terrorism. The authority to disclose information to combat terrorism expired on December 31, 2003. Legislation is pending that would reinstate this authority.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

2. Acquisition of Real Property

- d. Acquisition of an option, lease, or any other present or future interest in real property by or on behalf of an institution, school or agency requires prior Board approval if the term of the lease exceeds five (5) years or if the cost exceeds two hundred fifty thousand dollars (\$250,000) annually.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Agreement for transit (bus) services.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.3.a.

BACKGROUND

The University of Idaho has been the lead institution for inter-location transportation services with Washington State University since 1992. The services include regularly scheduled bus service between Moscow and Pullman.

The current agreement, which was entered into in 1998, expires August 2008. The University placed advertisements in the Moscow/Pullman and Spokane markets soliciting service providers. As a result, the University identified two potentially interested parties. The University issued a subsequent Request for Proposals (RFP) on April 16, 2008, which closed May 2, 2008. Wheatland Express, Inc. (Wheatland) was the sole respondent to the RFP. Wheatland has provided the transit services since the inception of the University's transit program.

DISCUSSION

The University is seeking approval to enter into a new transit services agreement with Wheatland. The agreement includes basic transportation services between the two University campuses. The initial term of the agreement is for three years with options to renew up to an additional six years. The agreement is structured with several tiers of service to provide flexibility over the term. The agreement includes a fuel escalation clause, which provides for rate increases based on fuel prices tied to the Spokane Oil Price Information Service (OPIS) furnished by the Energy Information Administration. Below is a summary of the available tiers from which the University may select, and the current weekly rate for each tier, the rates below will increase annually in accordance with the fuel escalation clause:

Basic Service	\$4,110.80
B-1 Expanded Stops	\$5,919.80
B-2 Increased Frequency	\$7,605.00 (current service level)
Saturday/Evening	\$1,154.00
Summer	\$8,221.60

The University intends to select the basic service at a weekly rate of \$4,110.80 for the initial term of the contract. Other details of the service remain under discussion between the parties, accordingly the University is seeking approval to

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

enter into the contract, subject to review by the Executive Director and Board Counsel.

IMPACT

At the selected basic service rate of \$4,110.80 per week, the fees for the academic 2008-2009 year will be \$139,767.20. At this time, the University does not intend to select summer service. If the University continues with the selected rate over the life of the contract the total base value would be \$1,257,904.80. The base value may change with the application of the fuel escalation clause and/or if the University selects an alternative service rate.

The University has been reimbursed for half of the total annual transit services contract amount by Washington State University. The current interagency agreement between the University and Washington State University that provides for such cost sharing expires in August 2008, with an allowance for one year extensions. The two universities either will extend the current agreement or enter into a new agreement, as needed to correspond to the new contract with Wheatland. When Washington State University's cost share for transit services is factored in, the actual cost to the University of Idaho for transit services is half the annual rate. The University of Idaho students will contribute \$53,000 annually out of student fees for the University of Idaho's share of the transit services agreement.

The above quoted fees for the 2008-2009 year, of \$139,767.20, represent a decrease from the rate for the current 2007-2008 year, inclusive of summer, which is approximately \$224,000. The decreased rate for the 2008-2009 year is due to a decision to eliminate service over the summer, as well as a decision to decrease service during the academic year through a reduction in the number and frequency of stops. The University, in consultation with Washington State University, will revisit the selected service level as needed and has the flexibility in the contract to change the service level over the term of the contract.

ATTACHMENTS

Attachment 1 – Request for Proposal 08-26J, Transit Services	Page 5
Attachment 2 – Addendum 1 to RFP 08-26J, Transit Services	Page 37

STAFF COMMENTS AND RECOMMENDATIONS

The current fees under the contract are approximately \$224,000. Eliminating service over the summer and reducing the amount of busses will reduce the fees to \$139,767. Institution staff has indicated that to keep the summer service, at a reduced number of busses, would cost an additional \$134,000.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD ACTION

A motion to authorize the University to take such actions necessary to complete the contract between University of Idaho and Wheatland, and to authorize the Executive Director of the State Board of Education to approve the final contract before execution by the University, subject to review by the Board's legal counsel.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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Purchasing Services
645 West Pullman Road
P.O. Box 441202
Moscow, Idaho 83844-1202

REQUEST FOR PROPOSALS NO. 08-26J

FOR

Transit Services

For Additional Information, Please Contact:

Christopher P. Johnson, C.P.M.: Director

Phone (208) 885-6126

Fax (208) 885-6060

cjohnson@uidaho.edu

www.purchasing.uidaho.edu

Date Issued: April 16, 2008

Proposals Due: May 2, 2008 at 2:00 PM Pacific

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UNIVERSITY OF IDAHO REQUEST FOR PROPOSALS NO. 08-26J

PROPOSAL RESPONSE CERTIFICATION

DATE

The undersigned, as Proposer, declares that they have read the Request for Proposals, and that the following proposal is submitted on the basis that the undersigned, the company, and its employees or agents, shall meet, or agree to, all specifications contained therein. It is further acknowledged that addenda numbers _____ to _____ have been received and were examined as part of the RFP document.

Name

Signature

Title

Company

Street Address

City, State, Zip

Telephone Number and Fax Number

Cell Phone Number

E-mail Address

State of Incorporation

Tax ID Number

Business Classification Type (Please check mark if applicable):

Minority Business Enterprise (MBE) _____

Women Owned Business Enterprise (WBE) _____

Small Business Enterprise (SBE) _____

Veteran Business Enterprise (VBE) _____

Disadvantaged Business Enterprise (DBE) _____

Business Classification Type is used for tracking purposes, not as criteria for award.

SECTION 1 - INSTRUCTIONS TO PROPOSERS

1-1 SCOPE OF WORK

The University of Idaho (herein referred to as the University) is soliciting proposals for transportation of students, faculty and staff between the University of Idaho and Washington State University. The regularly scheduled route includes several stops on either end of the route.

1-2 PROPOSAL SUBMISSION

Proposal must be **SEALED and CLEARLY IDENTIFIED** with the Request for Proposals' number, due date and time, Proposer's name and address, and submitted no later than 4:00 p.m., Pacific Time, on May 2, 2008 to University of Idaho Purchasing Services, 645 West Pullman Road, P.O. Box 4441202, Moscow, ID 83844-1202.

A facsimile response or an electronic response to this Request for Proposals does not meet the requirement of a sealed proposal and will not be accepted.

The proposal must be signed by such individual or individuals who have full authority from the Proposer to enter into a binding Agreement on behalf of the Proposer so that an Agreement may be established as a result of acceptance of the proposal submitted. By reference, the terms and conditions set forth in the Request for Proposals shall serve as the Agreement terms and conditions. In addition, the laws of the State of Idaho shall apply. No other terms and conditions will apply unless submitted as a part of the proposal response and accepted by the University.

Proposals received after the exact time specified for receipt will not be considered.

1-3 REQUEST FOR PROPOSAL SCHEDULE

April 16, 2008	Request for Proposals issued
April 24, 2008	Inquiries Due
May 2, 2008	Proposals Due @ 4:00 p.m.

1-4 INQUIRIES

All inquiries concerning this request shall be submitted in writing and received by the University's office of Purchasing Services no later than 4:00 p.m., Pacific Time, on April 24, 2008, to:

Christopher Johnson, Director
 University of Idaho
 Purchasing Services
 645 West Pullman Road
 P.O. Box 4441202
 Moscow, ID 83844-1202
 Telephone: (208) 885-6126
 Fax: (208) 885-6060
 E-mail: cjohnson@uidaho.edu

Proposers should consider Purchasing Services as the first and prime point of contact on all matters related to the procedures associated with this RFP. If additional information is needed from any source, Purchasing Services will work with the Proposer and with the various offices of the University to gather that information.

1-5 INTERPRETATION, CORRECTIONS, OR CHANGES IN RFP

Any interpretation, correction, or change in the RFP will be made by addendum by the University. Interpretations, corrections, or changes to the RFP made in any other manner will not be binding, and no Proposer may rely upon any such interpretation, correction, or change.

1-6 MODIFICATION OR WITHDRAWAL OF PROPOSALS

A Proposer may modify or withdraw a proposal at any time prior to the specified time and date set for the proposal closing. Such a request for modification or withdrawal must be in writing, and executed by a person with authority as set forth under paragraph 1-2 above, or by facsimile notice subsequently confirmed in writing.

1-7 ERASURES AND INTERLINEATIONS

Erasures, interlineations, or other changes in the proposal must be initialed by the person(s) signing the proposal.

1-8 ACKNOWLEDGMENT OF ADDENDUMS TO RFP

Receipt of an addendum to this RFP must be acknowledged by a Proposer on the Proposal Response Certification.

1-9 PROPOSAL COPIES

Four **(4)** complete copies of the proposal shall be submitted to the University.

1-10 OFFER ACCEPTANCE PERIOD

A proposal shall constitute an offer to contract on the terms and conditions contained in this RFP and the proposal. Said proposal shall constitute an irrevocable offer for ninety (90) calendar days from the proposal opening date, even if the University makes one or more counter offers.

1-11 REJECTION OF PROPOSALS

The University in its sole discretion, expressly reserves the right to reject any or all proposals or portions thereof, to reissue a Request for Proposal, and to waive informalities, minor irregularities, discrepancies, and any other matter or shortcoming.

1-12 PROPOSAL PRICE

The prices submitted in the proposal shall include everything necessary for the prosecution and completion of the Agreement including, but not limited to, furnishing all materials and all management, supervision, labor and service, except as may be provided otherwise in the Agreement Documents. In the event of discrepancy between the unit prices and their extensions, the total price will be adjusted accordingly. In the event of discrepancy between the sum of the extended total prices, the Total Proposal Price will be adjusted accordingly. The proposal price shall not include any allowance for Idaho State sales/use tax.

The University will evaluate the total price for the basic requirements with any options(s) exercised at the time of award. Evaluation of options will not obligate the University to exercise the option(s).

The University may reject an offer if it is materially unbalanced as to process for the basic requirements and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices that are significantly overstated for other work.

1-13 TERM OF AGREEMENT

The initial term of this agreement shall be three (3) years, commencing upon the date of execution by the university. The term of this agreement may, if mutually agreed upon in writing, be extended by three two (2) year increments for a total of six (6) additional years, provided written notice of each extension is given to the bidder at least thirty (30) days prior to the expiration date of such term or extension. In the event funding approval is not obtained by the University, this Agreement shall become null and void effective the date of renewal. During extension periods, all terms and conditions of this Agreement shall remain in effect.

1-14 AWARD OF AGREEMENT

The University shall make the award to the responsible Proposer whose proposal will be most advantageous to the University with respect to price, conformance to the specifications, quality, and other factors as evaluated by the University. The University is not required or constrained to award the Agreement to the Proposer proposing the lowest price.

The University may award an Agreement on the basis of initial offers received, without discussion; therefore, each initial offer should contain the offerer's best terms from a cost and technical standpoint.

1-15 PROPOSAL CONFIDENTIALITY

Each Proposer agrees that the contents of each proposal submitted in response to this RFP is confidential, proprietary, and constitutes trade secret information as to all technical and financial data, and waives any right of access to such proposals, except as provided for by law. Except as determined by the University's Office of Purchasing Services, in its sole discretion, no information will be given regarding any proposals or evaluation progress until after an award is made, except as provided by law.

1-16 RECORD OF PURCHASES

Contractor will provide Purchasing Services a detailed usage report of items/services ordered, quantities, and pricing under this Agreement upon request.

1-17 APPEAL OF AWARD

A Proposer aggrieved by the award of an Agreement may file an appeal by writing to the Manager of Purchasing Services. The appeal must be received by the Director of Purchasing Services within five working days after the award is made, must describe the basis for the appeal, and must include all argument and evidence the Proposer wishes the Director of Purchasing Services to consider. Keeping track of the date an award is made is the responsibility of the Proposer(s).

SECTION 2 - INSTRUCTIONS FOR PREPARING PROPOSALS

2-1 GENERAL

To aid in the evaluation process, it is required that all responses comply with the items and sequence as presented in paragraph 2-2, RFP Response Outline. Paragraph 2-2 outlines the minimum requirements and packaging for the preparation and presentation of a response. Failure to comply may result in rejection of the response. The proposal should be specific and complete in every detail, prepared in a simple and straight-forward manner.

Proposers are expected to examine the entire Request for Proposals, including all specifications, standard provisions, and instructions. Failure to do so will be at the Proposer's risk. Each Proposer shall furnish the information required by the invitation. It is required that proposal entries be typewritten. Periods of time, stated in number of days, in this request or in the Proposer's response, shall be in calendar days. Propose your best price on each item.

2-2 RFP RESPONSE OUTLINE

- A. Response Sheet: The proposal Response Certification (page 4) shall be attached to the front of the proposal and shall contain the Proposer's certification of the submission. An official who has full authority to enter into an Agreement shall sign it.
- B. Background and History: Describe the company, organization, officers or partners, number of employees, and operating policies that would affect this Agreement. State the number of years your organization has been continuously engaged in business.
- C. Financial Stability: Please provide proof of financial stability in the form of financial statements, credit ratings, a line of credit, or other financial arrangements sufficient to enable the proposer to be capable of meeting the requirements of the RFP.
- D. Experience and Support: Describe Proposer's experience in performing the requested services.
- E. License/Certification: Describe the type of license or certification held by your organization for providing transportation. Include when and where it was obtained, and expiration date.
- F. Fleet Characteristics: Provide an itemized list of the fleet to be used in providing the transit services proposed by vehicle type, including passenger capacity for each vehicle and age. Designate which vehicle will be used exclusively for University service and which will be shared for other uses, including approximate percentage for each use. Designate which vehicles are currently owned by the proposing organization and which, if any would be acquired if the contract were awarded. All vehicles must be lift-equipped and fully accessible to disabled riders.
- G. Subcontractors: Identify any services to be subcontracted including name, address, phone number and experience of each subcontractor.
- H. Maintenance and Safety Plans:
 - 1. Maintenance

Describe the organization's preventative maintenance plan. List the number of maintenance employees. State whether maintenance work is done in-house or contracted out, and if contracted out, what type of work and where. Describe driver procedures for identifying maintenance or safety needs.

2. Safety Record

State the number of vehicle accidents involving your organization's vehicles from January 2005 to January 2008. Of those, state how many were determined by either the police report or insurance company record to be at least partially at fault by your organization's driver. State whether your organization has been involved in any lawsuits as a result of the accidents, and if so, please describe the outcome. State the name and phone number of your insurance provider, and your insurance agent for the previous three years.

I. Driver Hiring and Training:**1. Driver Hiring**

Describe all minimum requirements for drivers to be hired. Describe employee procedures.

2. Driver Training

Describe the proposed driver training program, both at the time of hire and on an ongoing basis.

J. Proposer's Experience: List your organization's previous experience in providing transit services similar to the requirements of this proposal including:

- Name and address of firm, including contact person and phone number
- Type of service provided
- Dates of contracts
- Number of passenger's trips served on an annual basis.

K. Organization's Project Management, Implementation Plan and Resources:**1. Project Management**

State who will be responsible for management of any services resulting from this solicitation including name, title and experience (please attach resume).

2. Implementation Plan

Describe steps that will be taken in preparation for service start-up, including purchases to be made, hiring, training and policies/procedures to be developed.

L. Resources: Describe facilities to be used in performance of this Contract including location size, functions performed at each and any new facilities to be acquired.**M. ADA: Please provide all appropriate information regarding the transportation of disabled riders and compliance with the American Disabilities Act of 1990 (ADA).****N. Ridership Communication: describe how service changes, disruptions or ridership information will be communicated to riders waiting at stops for service.****O. Proposal Price Sheet: Attachment A and B.****P. Proposer Exceptions: Describe any exceptions to the scope of services or terms and conditions contained within this document. Add comments about the project, which are of concern to the proposer.**

SECTION 3 - TECHNICAL SPECIFICATIONS & BID FORM**3-1 SCOPE OF SERVICES**

Effective August 24, 2008, the Contractor shall provide Intercampus Transit Services for all eligible riders, as an independent contractor for and on behalf of the University of Idaho and Washington State University. Such services shall be provided in accordance with the terms, conditions and specifications set forth in this Request for Proposals.

The University may, at any time, make changes to the service. If a change causes an increase or decrease in the Contractor's cost of providing service, an equitable adjustment shall be made with the mutual consent of all parties, and this Contract shall be modified in writing accordingly.

The following specifications describe in detail the minimum standards and program requirements for operating this program.

3-2 RESPONSIBILITY OF THE CONTRACTOR

The Contractor shall operate the service in a safe, reasonable, reliable and efficient manner. The Contractor shall use responsible, qualified and properly licensed drivers. The Contractor shall ensure that these drivers are trained, courteous, neat and cooperative.

If the University receives complaints regarding a particular driver, and/or it is determined that the driver is not operating the service in a safe, reliable or courteous manner, the University shall have the authority to direct the Contractor to remove the driver from this service and promptly direct the Contractor to replace him or her.

3-3 DESCRIPTION OF SERVICES

The Contractor shall be responsible for providing all major capital needs associated with the service (e.g., all vehicles, facilities, maintenance equipment, radios, wheelchair lifts, etc.). The Contractor shall be responsible for all aspects of day-to-day operation of the service including employment of personnel and vehicle/equipment maintenance.

The Contractor will cooperate with the University in service planning, scheduling, marketing, and general program policy. The University however, reserves the right to make all final decisions.

In keeping with its commitment to eliminating physical access barriers while also providing accessibility to its programs and services for disabled individuals, the University recognizes an obligation to facilitate access by disabled individuals to the Intercampus Transit Service. "Route deviation" which does not add more than five minutes to the total one-way travel time is anticipated to be the preferred reasonable accommodation for disabled individuals seeking to use this service.

3-4 SERVICE ALTERNATES

The University will work with the successful proposer to develop specific alternates that will optimize the proposed service. To that end, the University has developed a number of proposed alternates for consideration. Those proposed alternates are included in Exhibit B, and attached to this Request for Proposals.

Proposers should feel free to visit the two campuses and are encouraged to propose alternate service and routes. The University reserves the right to select the alternates most appropriate for this service.

3-5 SERVICE SCHEDULES

The University will designate a “Basic Service Schedule” as well as several “Alternate Service Schedules”. All proposers are required to provide a proposal for the “Basic Service Schedule” and “Alternate Service Schedules”.

- A. Basic Service Schedule shall be Campus to Campus only Monday through Friday. Hours will be 6:30 a.m. to 7:00 p.m., with one hour headway except the hours of 7:00-9:00 a.m. and 4:00-6:00 p.m., which would be thirty minute headway. This service will start on the first day of Registration Week and will end on the last day of Finals Week. No service will be required during official University vacations or summer sessions.
- B. Alternate Service Schedules for the University of Idaho and Washington State University:
 - 1. Basic Service Schedule plus expanded Moscow Community stops per attached Exhibit B.
 - 2. Campus to Campus only, continuous thirty minute frequency, Monday through Friday, from 9:00 a.m. to 4:00 p.m.
 - 3. Saturday/Evening Service, Campus to Campus, sixty minute frequency from 10:00 a.m. to 4:00 p.m. and 7:00-9:00 p.m. No Sunday service will be required.
 - 4.
 - 5. Special Events. The University may require service for special events on an irregular basis. Proposers should provide an hourly rate for such service, as well as define any notification requirements on Attachment B, Proposal Price Sheet.
- C. Alternate Service Schedule for City of Moscow:

The City of Moscow proposes to institute fixed route transit (bus) service at locations throughout the City. The City of Moscow does not desire to establish, operate or maintain its own transit system. The general location of the fixed route stops are shown in Exhibit A. The City of Moscow retains the right to change the location of any or all of these fixed stop points during the term of the service.

- 1. This transit service shall operate from the hours of 7:00 a.m. through 7:00 p.m. servicing each stop every two hours, Monday through Friday, twelve months per year (see attachment C, City of Moscow Proposal Price Sheet).
- 2. Proposer shall propose an alternate to provide service on Saturdays from 9:00 a.m. through 7:00 p.m., servicing each stop every two hours.
- 3. Proposer shall propose an alternative to provide hourly bus service at the fixed route locations for both the Monday through Friday and the Saturday proposals.
- 4. Proposer shall also provide a price for additional fixed route stops.

ATTACHMENT 1

In its proposal, the proposer shall set out the price for each proposal and alternatives for operating the fixed route transit system for a term commensurate with the Request for Proposals No. UI 08-26J for transit services. Said price shall account for and be reduced by the funds paid by the University of Idaho or Washington State University for their respective transit service. In its proposal, the proposer shall identify a fare structure to offset the cost of provision of the service. Said proposal shall include any escalators or multipliers to take account of increased cost of fuel.

Proposer shall comply with all of the insurance and bonding requirements required in the Request for Proposals No. UI 08-26J for transit services. Proposer shall comply with all local, state, and federal laws and regulations including but not limited to, licensing and operation. Proposer shall otherwise comply completely with the Request for Proposals No. UI 08-26J for transit services.

The successful proposer shall execute an agreement with the City of Moscow regarding said transit service. The agreement with the City of Moscow shall specifically allow the City to unilaterally terminate the agreement at the end of twelve months to give the City the opportunity to evaluate the transit service and monitor its use by the public. All rights pertaining to the University of Idaho or Washington State University shall also inure to the benefit of the City of Moscow as if the City of Moscow were specifically named in said proposal.

3-6 DRIVER REQUIREMENTS

The Contractor shall assure that drivers are reliable and able to drive safely. In addition to the Contractor's existing driver selection procedures, the Contractor must ensure that:

- A. Driver have appropriate and valid Idaho and/or Washington State Driver's Licenses, in addition to any other licenses or permits required for the type of vehicle being operated under this program.
- B. Drivers have not been involved in any at-fault accidents of DWI (driving while intoxicated) or DUI (driving under influence) convictions within the past three years, as evidenced by a Washington and/or Idaho State Department of Licensing report obtained by the Contractor upon hiring a driver.
- C. Drivers are physically capable of safely driving and operating the vehicles for this program.
- D. Drivers are to be polite and courteous to passengers. The University reserves the right to review drivers' records at any time.

3-7 DRIVER RESPONSIBILITIES:

- A. Verifying riders possess a valid ID card
- B. Picking-up and dropping-off riders in a safe and timely fashion
- C. Assisting persons needing help on and off the shuttle
- D. Recommending service improvements
- E. Making informational announcements
- F. Keeping records as directed
- G. Being polite and courteous to riders
- H. Enforcing the rules and regulations of the program while in the vehicle

3-8 PERSONNEL TRAINING:

The Contractor shall provide the following minimum program training for the drivers:

- A. Drivers must be completely familiarized with their vehicle and trained to use any special equipment installed on the vehicle, such as; wheelchair lifts, radios, etc.
- B. Drivers must be fully educated about this Intercampus Transit Services Program and its procedures, and the geographic area in which they will provide service.
- C. Drivers must be trained in CPR or other such basic medical emergency skills.

Records must be maintained for all drivers to verify that adequate training has been received.

3-9 VEHICLE REQUIREMENTS:

The Contractor may use transit or charter buses, these may be listed as options or alternatives in your pricing proposal, which are equipped in accordance and compliance with existing state and federal laws and the rules and regulations of Washington and Idaho transportation commissions to provide service under this program, however, the Contractor must have a sufficient number of approved lift-equipped vehicles to provide access to disabled riders for all trips.

- A. Contractor must comply with ADA

The following minimum vehicle requirements apply to this Contract:

- A. All vehicles shall be of a uniform color and graphic design
- B. All vehicles shall be equipped with radios, cellular phones or some other such communication device in order to effectively resolve emergency or other non-routine situations.
- C. All vehicles shall be clean and in good repair. The University reserves the right to prevent a Contractor from using a specific vehicle if, in the University' opinion, the vehicle cannot be made comfortable, clean, in good repair and accessible to disabled riders.
- D. There shall be no smoking at any time in any of the vehicles designated for this service by either driver or rider.
- E. Buses shall be transit or charter designed buses. School buses are not an acceptable alternative.

The Contractor must also have vehicles of similar quality to replace the vehicles committed to this service when they are being maintained or repaired.

3-10 VEHICLE MAINTENANCE AND SAFETY:

The Contractor shall ensure that all vehicles and equipment used for this program are maintained to minimize breakdowns and decrease the possibility of accidents. The Contractor will implement a maintenance and safety program that includes:

- A. A preventative maintenance schedule that incorporates, at a minimum, the schedule recommended by the vehicle manufacturer.

- B. A vehicle record file containing the following information:
1. Vehicle identification number
 2. Vehicle maintenance history, including description of maintenance performed, date and mileage
 3. Vehicle loss control record listing incident description, date, mileage, and driver
 4. Vehicle equipment check log verifying that special equipment has been checked according to the suggested schedule of the manufacturer, or at least semi-annually
 5. Vehicle operational and safety check log recorded at the beginning of each work day and indicating that tires, brakes, lights, seat belts and other relevant equipment are operational and the vehicle has not been damaged
 6. Documentation that preventative maintenance was performed according to the schedule recommended by the vehicle manufacturer.
- C. Vehicle interior cleaning must be done on at least a daily basis. Vehicle exterior must be washed at least once a week.
- D. All vehicles will be equipped with an on-board fire extinguisher and a first aid kit. Inventory of the first aid kit will be checked on a regular basis and items replaced as needed.

The University reserves the right to conduct periodic inspections or review records of the Contractor's vehicles being used for this program, throughout the term of this Contract. Such inspections may either be conducted at the Contractor's facility, the Universities maintenance center or some other agreed upon location. The Contractor shall make the vehicle available for inspection at no cost to the University, provided the inspection period does not exceed eight hours.

Any inspection is solely for the University's own purposes and shall in no way diminish the sole responsibility of the Contractor to operate and maintain a safe fleet of vehicles.

3-11 PERFORMANCE STANDARDS

The University's goal is to provide high-quality, reliable transportation services for all of its students, faculty and staff. To ensure that goal is met, the following standards shall apply:

- A. All trips shall be performed "on-time." "On-time" shall be defined as zero (0) minutes early to five (5) minutes after the scheduled time specified.
- B. If a trip is not "on-time", it shall be immediately reported to the Project Manager with an explanation as to why the trip was not "on-time".
- C. A penalty equal to the hourly contract rate as quoted on Attachment A for B-5 Special Events shall be levied for each trip that is scheduled, but the Contractor fails to complete "on-time". Any such penalties shall be subtracted from the amount due the Contractor at the end of each month.
- D. Extenuating circumstances due to weather, route deviation or time required to permit a disabled rider to enter or alight from the vehicle, or other causes, if immediately reported to and approved by the Project Manager, will provide for exemption from the standards set forth above. The University shall be the sole judge as to the validity of the reported extenuating circumstances.

- E. Specific reporting requirements, including timeliness of reports, will be mutually negotiated by the University and the successful contractor. Monthly ridership data reports shall be furnished.

3-12 PRICING

The Proposal Price Schedule, Attachment A and B shall be completed, and all the costs necessary to perform the services described herein must be identified. The price evaluation will be based on the prices provided in the Proposal Price Schedule.

Prices shall remain firm for the initial term of the Contract. Thereafter, the Contractor shall have a one-time option each year to request a price adjustment for the next Contract term, subject to a mutually negotiated amount, providing the Contractor supplies adequate documentation. The University reserves the sole option to accept or reject such requests. Requests for such adjustments are to be made in writing at least sixty days prior to the last day of the current term of the Contract. Approval to adjust the price(s) must be granted by the University in writing before they will become effective. The Contractor agrees to reduce the Contract price at any time during the life of this Contract if the prices paid by the contract significantly decline.

The University, in recognition of the difficulty of estimating and anticipating the cost of fuel over the term of this Contract, will include an “escalator clause” to allow fuel cost adjustments during the term of this Contract.

All proposers will be required to specify in their response the fixed price of gasoline per gallon used in determining the total proposal price. A relationship will be established between the price submitted by the proposer, and the price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA. (OPIS prices do not include tax). This relationship will remain constant throughout the term of the Contract. Prices may fluctuate above and below the fixed price by three cents per gallon before adjustments will be made the University. Price fluctuations outside of that range will constitute acceptable adjustments, provided that the Contractor provides such documentation as is required by the University. All cost increases of greater than three cents per gallon will be reimbursed to the Contractor by the University. All cost decreases of greater than three cents per gallon will be credited to the University by the Contractor.

For example, if the published price in OPIS for Spokane, WA is 60 cents per gallon, and the proposer established the fixed price per gallon at \$1.25 per gallon, then the relationship is OPIS plus 65 cents per gallon equals the fixed price per gallon. That means that whenever the Contractor purchases gasoline above 68 cents per gallon over the published price in OPIS, the University will reimburse the Contractor 100% of the increased amount. Whenever the Contractor purchases gasoline below 62 cents per gallon over the published price in OPIS, the University will be credited by the Contractor 100% of the amount.

The Contractor agrees to submit such documentations of fuel costs as the University may require, including copies of receipts, charge slips, fuel supplier names and addresses, vehicular mileage figures and other such data, which may substantiate the cost, and use of fuel for the service. The University will not be obligated to make any fuel cost adjustments absent of such documentation. The Contractor agrees that it will, to the maximum extent possible, obtain fuel at the lowest price available to the Contractor, and agrees that the University may require certification by the Contractor of its fuel cost and use.

3-13 FARES AND ACCOUNTING

All riders shall be required to show a valid student, faculty or staff ID card from either the University of Idaho or Washington State University in order to qualify for ridership. Coupons are also sold at both University locations. The “fare-box” method or any other method of securing ridership shall not be acceptable to the University.

The Contractor shall be required to provide to the University, on a monthly basis, an account of rides provided, as well as other such data as the Contractor and the University agree is appropriate.

3-14 TAXES, LICENSES, INSURANCE AND CERTIFICATE REQUIREMENTS

This Contract and any of the services performed hereunder are contingent and expressly conditioned upon the ability of the Contractor to provide the specified service consistent with federal and state law and regulations. The Contractor shall be, within 30 days of Contract award and remain throughout the term of this Contract, either a certified contract carrier with passenger authority or a certified private non-profit transportation provider as evidenced by a license or certificate issued by the Interstate Commerce Commission. If, for any reason, the Contractor's license or certificate is terminated, suspended, revoked or in any manner modified from its status at the time this Contract is effective, the Contractor shall notify the University immediately of such condition in writing.

During the term of this Contract, the Contractor shall remain liable for and shall pay in a timely manner all vehicle licensing costs and taxes levied upon the vehicles and other operating assets used for this service.

3-15 RECORD INSPECTIONS

The University reserves the right to inspect all financial and operating records relating to the provision of services under this Contract.

3-16 ALTERNATIVES

If it appears to any proposer that the proposal lends itself to a more adequate response through the use of any alternative to the requirements designated by the University, such proposer is encouraged and invited to suggest such an alternative or alternatives, and to provide the appropriate information upon which such an alternative maybe judged. Before an alternative will be considered by the University, however, it must result in an identical functional status of this proposal, i.e., be as efficient, effective and desirable and reach the same level and quality of productivity, as that demanded by the University. Notwithstanding the availability of an alternative, each proposer must in fact respond to each specification of this proposal. As set forth the RFP Alternatives will be considered in addition to, and not in substitution for, the requirement of this RFP.

SECTION 4 - PROCUREMENT PROCESS**4-1 PROPOSER LIST AND QUALIFICATION EVALUATION**

After the established date for receipt of proposals, a listing of Proposers submitting proposals will be prepared, and will be available for public inspection.

Qualifications and proposals submitted by interested Proposers will be reviewed and evaluated based on the evaluation factors set forth in the RFP.

4-2 PROPOSAL CLASSIFICATION

For the purpose of conducting discussions with individual offerers, if required, proposals will initially be classified as:

- A. Potentially Acceptable
- B. Unacceptable

Discussions may be conducted with any or all of the Proposers whose proposals are found potentially acceptable. Offerers whose proposals are unacceptable will be notified promptly. The Manager of Purchasing will establish procedures and schedules for conducting oral and/or written discussions.

Proposers are advised that the University may award an Agreement on the basis of initial offers received, without discussions; therefore, each initial offer should contain the offerer's best terms from a cost and technical standpoint.

4-3 PROPOSER INVESTIGATION

The University will make such investigations as it considers necessary to obtain full information on the Proposers selected for discussions, and each Proposer shall cooperate fully in such investigations.

4-4 FINAL OFFERS AND AWARD OF AGREEMENT

Following any discussions with Proposers regarding their technical proposals, alternative approaches, or optional features, a number of the firms may be requested to submit best and final offers. The committee will rank the final Proposers for the project, giving due consideration to the established evaluation criteria. The committee will propose award to the proposal which is found to be most advantageous to the University, based on the factors set forth in the Request for Proposals.

SECTION 5 - EVALUATION PROCESS

The University reserves the right to reject any or all proposals, or portions thereof. The selection of a successful Proposer, if any, will be made based upon which proposal the University determines would best meet its requirements and needs.

5-1 EVALUATION CRITERIA

The evaluation criteria are listed below:

1. Functional and Technical Requirements

The degree to which proposal meets the functional and technical requirements of the RFP. This includes the proposer's method of providing the contemplated services.

2. Cost**3. Proposer's Project Management, Plan and Resources**

The proposer's project management, implementation plan and physical resources. Factors evaluated will include but not be limited to:

- A. Proposer's facilities and personnel available, including drivers training and experience
- B. Proposer's fleet age and condition
- C. Qualification of management personnel
- D. Appropriateness and completeness of implementation plan
- E. The maintenance and safety plans.
- F. Compliance with ADA.

4. Proposer's Previous Performance

Proposer's previous performance on transportation contracts.

Note: not necessarily listed in order of importance.

SECTION 6 - GENERAL CONTRACTUAL TERMS AND CONDITIONS

6-1 AGREEMENT TERMS AND CONDITIONS

The submission of a proposal herein constitutes the agreement of any Proposer that any Agreement to be drawn as the result of an award herein shall be prepared by the University and shall include at a minimum, all terms and conditions set forth in this RFP. The submission of a proposal shall further constitute the agreement of each Proposer that it will not insist on the use of standard contract agreements, documents, or forms, and that it waives any demand for the use of its standard agreements. The Agreement between the parties shall consist of, in order of precedence: the agreement document signed by the Parties subsequent to submission of the proposal, and any attachments thereto and incorporations therein, the terms and conditions in the RFP, and the Proposer's response to the RFP.

6-2 ASSIGNMENT

No assignment of this Agreement or of any right accruing under this Agreement shall be made, in part or in whole, by Contractor without the written consent of the University. Notwithstanding any assignment, Contractor shall remain fully liable on this Agreement and shall not be released from performing any of the terms, covenants, and conditions of this Agreement.

6-3 TERMINATION FOR CONVENIENCE

The University may terminate this Agreement, in whole or in part, at any time by written notice to the Contractor. The Contractor shall be paid its reasonable costs, including reasonable close-out costs and a reasonable profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim for payment. If the Contractor has any property in its possession belonging to the University, the Contractor will account for the same and dispose of it in the manner the University directs.

6-4 TERMINATION FOR DEFAULT

If the Contractor does not deliver the materials in accordance with the Contract delivery schedule, or if the Contract is for services and the Contractor fails to perform in the manner called for in the Contract, or if the Contractor fails to comply with any other provisions of the Contract, the University may terminate this Contract for default. Termination shall be effected by serving on the Contractor a notice of termination setting forth the manner in which the Contractor is in default. The Contractor will be paid a reasonable price for materials delivered and accepted, or services performed in accordance with the manner of performance set forth in the Contract.

6-5 APPLICABLE LAW AND FORUM

This Agreement shall be construed in accordance with, and governed by the laws of the State of Idaho. Any legal proceeding related to this Agreement shall be instituted in the courts of the county of Latah, state of Idaho, and Contractor agrees to submit to the jurisdiction of such courts.

6-6 LAWS, REGULATIONS AND PERMITS

The Contractor shall give all notices required by law and comply with all applicable Federal, State, and local laws, ordinances, rules and regulations relating to the conduct of the work. The Contractor shall be liable for all violations of the law in connection with work furnished by the Contractor, including the Contractor's subcontractors.

6-7 GENERAL QUALITY

All of the Contractor's work shall be performed with the highest degree of skill and completed in accordance with the Agreement Documents.

6-8 PROOF OF COMPLIANCE WITH AGREEMENT

In order that the University may determine whether the Contractor has complied with the requirements of the Agreement Documents, the Contractor shall, at any time when requested, submit to the University properly authenticated documents or other satisfactory proofs as to compliance with such requirements.

6-9 PAYMENT AND ACCEPTANCE

Except as otherwise provided herein, payments shall be due and payable within (30) days after acceptance of such goods or services or after receipt of properly completed invoice, whichever is later. No advance payment shall be made for goods or services furnished pursuant to this Agreement.

6-10 CONTINUATION DURING DISPUTES

The Contractor agrees that notwithstanding the existence of any dispute between the parties, insofar as possible under the terms of the Agreement to be entered into, each party will continue to perform the obligations required of it during the continuation of any such dispute, unless enjoined or prohibited by any court.

6-11 SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application; to this end the terms and conditions of this Agreement are declared severable.

6-12 INTEGRATION

This Agreement constitutes the entire Agreement between the parties. No change thereto shall be valid unless in writing communicated in the stipulated manner, and signed by the University and the Contractor.

6-13 BINDING EFFECT

This Agreement is for the benefit only of the parties hereto and shall inure to the benefit of and bind the parties hereto and their respective heirs, legal representatives, successors, and assigns.

6-14 APPROPRIATIONS CLAUSE

If the term of this Agreement is longer than one year, the University's obligations and liabilities hereunder are subject to the appropriation of funds from the State of Idaho, which appropriation shall be in the State of Idaho's sole discretion, from revenues legally available to the University for the ensuing fiscal year for the purposes of this Agreement. If the State of Idaho does not appropriate the funds for the purpose of this Agreement, the Agreement shall terminate and neither party shall have any further obligations hereunder.

6-15 IRS SECTION 501(C)(3) AND SECTION 115 CONSIDERATIONS

If any provision of this Agreement may cause the University to lose its status as an Internal Revenue Code Section 501(c)(3) corporation, this Agreement shall be voidable. In the alternative, at the sole option of the University, the offending provision(s) shall be modifiable such that the provision(s) will no longer cause the University to lose its status as a 501(c)(3) corporation. The terms of the modification shall be subject to agreement in writing by all parties.

6-16 COMPLIANCE WITH GOVERNOR'S EXECUTIVE ORDER

In the event any provision of this Agreement shall cause the University to be in violation of any of the Governor of Idaho's Executive Orders, then this Agreement shall be voidable at the sole option of the University.

6-17 NON-USE OF NAMES AND TRADEMARKS

Contractor shall not use the name, trade name, trademark, or other designation of the University, or any contraction, abbreviation, or simulation any of the foregoing, in any advertisement or for any commercial or promotional purpose (other than in performing under this Agreement) without the University's prior written consent in each case.

6-18 CONTRACTOR REPRESENTATIONS

Contractor represents and warrants the following: (a) that it is financially solvent, able to pay its debts as they mature, and possessed of sufficient working capital to provide the equipment and goods, complete the services, and perform its obligations required hereunder; (b) that it is able to furnish any of the plant, tools, materials, supplies, equipment, and labor required to complete the services required hereunder and perform all of its obligations hereunder and has sufficient experience and competence to do so; (c) that it is authorized to do business in Idaho, properly licensed by all necessary governmental and public and quasi-public authorities having jurisdiction over it and the services, equipment, and goods required hereunder, and has or will obtain all licenses and permits required by law; and (d) that it has visited the site of the project and familiarized itself with the local conditions under which this Agreement is to be performed.

6-19 REGENTS' APPROVAL

This Agreement may be subject to approval by the Regents of the University of Idaho, and if it is and if such approval is not granted this Agreement shall be void and neither party shall have any further obligations or liabilities hereunder.

6-20 SURVIVAL OF TERMS

The terms and provisions hereof, and all documents being executed hereunder, if any, including, without limitation, the representations and warranties, shall survive this Agreement and shall remain in full force and effect thereafter.

6-21 HEADINGS

The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation hereof.

6-22 ADDITIONAL ACTS

Except as otherwise provided herein, in addition to the acts and deeds recited herein and contemplated to be performed, executed and/or delivered by the parties, the parties hereby agree to perform, execute and/or deliver or cause to be performed, executed and/or delivered any and all such further acts, deeds and assurances as any party hereto may reasonably require to consummate the transaction contemplated hereunder.

6-23 TIME OF ESSENCE

All times provided for in this Agreement, or in any other document executed hereunder, for the performance of any act will be strictly construed, time being of the essence.

6-24 WAIVER

No covenant, term or condition or the breach thereof shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed to be a waiver of any other covenant, term or condition herein. Acceptance by a party of any performance by another party after the time the same shall have become due shall not constitute a waiver by the

first party of the breach or default of any such covenant, term or condition unless otherwise expressly agreed to by the first party in writing.

6-25 FORCE MAJEURE

Any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain labor or materials or reasonable substitutes therefore, governmental restrictions, governmental regulations, governmental controls, enemy or hostile governmental action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform (except for financial ability), shall excuse the performance, except for the payment of money, by such party for a period equal to any such prevention, delay or stoppage.

6-26 NO JOINT VENTURE

Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or agency relationship between the parties.

6-27 INFORMATION TRUE AND CORRECT

All documents, agreements and other information provided to the University by Contractor or which Contractor has caused to be provided to the University are true and correct in all respects and do not omit to state any material fact or condition required to be stated, necessary to make the statement or information not misleading, and there are no other agreements or conditions with respect thereto.

6-28 EQUAL OPPORTUNITY

Contractor represents and agrees that it will not discriminate in the performance of this Agreement or in any matter directly or indirectly related to this Agreement on the basis of race, sex, color, religion, national origin, disability, ancestry, or status as a Vietnam veteran. This non-discrimination requirement includes, but is not limited to, any matter directly or indirectly related to employment. Breach of this covenant may be regarded as a material breach of Agreement.

6-29 CONFIDENTIALITY

The parties hereto agree that the terms and conditions of this Agreement shall be held in confidence except as required by or for applicable disclosure laws, financing sources, enforcement of the Agreement, mergers and acquisitions, or as otherwise mutually agreed by the Parties, and such agreement shall not be withheld unreasonably.

6-30 UNIVERSITY'S RULES, REGULATIONS, AND INSTRUCTIONS

Contractor will follow and comply with all rules and regulations of the University and the reasonable instructions of University personnel. The University reserves the right to require the removal of any worker it deems unsatisfactory for any reason.

SECTION 7 – INDEMNITY, RISKS OF LOSS, INSURANCE

7-1 RISK OF LOSS

Until all improvements, equipment, or goods to be provided under this Agreement are installed on property owned or controlled by University and working properly, Contractor and its subcontractors of any tier shall bear all risks of all loss or damage to the improvements, equipment, or goods, excluding loss or damage caused by acts, omissions, or negligence of the University. Once all improvements, equipment, or goods to be provided under this Agreement are installed on property owned or controlled by University and working properly, the risk of all loss or damage shall be borne by University, excluding loss or damage caused by acts, omissions, or negligence of the Contractor. Contractors shall require its subcontractors of any tier to bear the same risk of loss and .

7-2 INDEMNIFICATION

Contractor shall indemnify, defend and hold the University and the State of Idaho harmless from and against any and all claims, losses, damages, injuries, liabilities and all costs, including attorneys fees, court costs and expenses and liabilities incurred in or from any such claim, arising from any breach or default in the performance of any obligation on Contractor's part to be performed under the terms of this Agreement, or arising from any act, negligence or the failure to act of Contractor, or any of its agents, subcontractors, employees, invitees or guests. Contractor, upon notice from the University, shall defend the University at Contractor's expense by counsel reasonably satisfactory to the University. Contractor, as a material part of the consideration of the University, hereby waives all claims in respect thereof against the University.

Contractor shall: (a) notify the University in writing as soon as practicable after notice of an injury or a claim is received; (b) cooperate completely with the University and/or the University's insurers in the defense of such injury or claim; and (c) take no steps such as admission of liability which would prejudice the defense or otherwise prevent the University from protecting the University's interests.

7-3 Insurance

7.3.1 General Requirements

7.3.1.1 Contractor and its subcontractor(s) of any tier are required to carry the types and limits of insurance shown in this insurance clause, section 8.0, and to provide University with a Certificate of Insurance ("certificate"). All certificates shall be coordinated by the Contractor and provided to the University within seven (7) days of the signing of the contract by the Contractor. Certificates shall be executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below. All certificates shall provide for thirty (30) days' written notice to University prior to cancellation, non-renewal, or other material change of any insurance referred to therein as evidenced by return receipt of United States certified mail. Said certificates shall evidence compliance with all provisions of this section 7.3. Exhibit A of this Agreement contains a Request for Certificate of Insurance which shall be given to the insurance broker or agent of the Contractor and its subcontractor(s) of any tier, upon award of bid to Contractor.

7.3.1.2 Additionally and at its option, Institution may request certified copies of required policies and endorsements. Such copies shall be provided within (10) ten days of the Institution's request.

7.3.1.3 All insurance required hereunder shall be maintained in full force and effect with insurers with Best's rating of AV or better and be licensed and admitted in Idaho. All policies required shall be written as primary policies and not contributing to nor in excess of any coverage University may choose to maintain. Failure to maintain the required insurance may result in termination of this Agreement at University's option.

7.3.1.4 All policies except Workers Compensation and Professional Liability shall name University as Additional Insured. The Additional Insured shall be stated as: "State of Idaho and The Regents of the

University of Idaho". Certificate Holder shall read: "University of Idaho." Certificates shall be mailed to: University of Idaho, Risk Management, P.O. Box 443162, Moscow, ID 83844-3162.

7.3.1.5 Failure of University to demand such certificate or other evidence of full compliance with these insurance requirements or failure of Institution to identify a deficiency from evidence that is provided shall not be construed as a waiver of the obligation of Contractor and its subcontractor(s) of any tier to maintain such insurance.

7.3.1.6 No Representation of Coverage Adequacy. By requiring insurance herein, University does not represent that coverage and limits will necessarily be adequate to protect Contractor and its subcontractor(s) of any tier, and such coverage and limits shall not be deemed as a limitation on the liability of the Contractor and its subcontractor(s) of any tier under the indemnities granted to University in this Agreement.

8.1.7 Contractor is responsible for coordinating the reporting of claims and for the following: (a) notifying the Institution in writing as soon as practicable after notice of an injury or a claim is received; (b) cooperating completely with University in the defense of such injury or claim; and (c) taking no steps (such as admission of liability) which will prejudice the defense or otherwise prevent the University from protecting its interests.

7.3.2 Required Insurance Coverage.

Contractor and its subcontractor(s) of any tier shall at its own expense obtain and maintain:

7.3.2.1 Commercial General and Umbrella / Excess Liability Insurance. Contractor and its subcontractor(s) of any tier shall maintain Commercial General Liability ("CGL") written on an occurrence basis and with a limit of not less than \$1,000,000 each occurrence and in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately by location and shall not be less than \$1,000,000. CGL insurance shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under a contract including the tort liability of another assumed in a business contract. Waiver of subrogation language shall be included. If necessary to provide the required limits, the Commercial General Liability policy's limits may be layered with a Commercial Umbrella or Excess Liability policy.

7.3.2.2 Commercial Auto Insurance. Contractor and its subcontractor(s) of any tier shall maintain a Commercial Auto policy with a Combined Single Limit of not less than \$1,000,000; Underinsured and Uninsured Motorists limit of not less than \$1,000,000; Comprehensive; Collision; and a Medical Payments limit of not less than \$10,000. Coverage shall include Non-Owned and Hired Car coverage. Waiver of subrogation language shall be included. Contractor shall provide Motor Carrier forms and coverages appropriate and necessary for a public transit entity.

7.3.2.3 Business Personal Property. Contractor and its subcontractor(s) of any tier shall purchase insurance to cover Business Personal Property of Contractor and its subcontractor(s) of any tier. In no event shall University be liable for any damage to or loss of personal property sustained by Contractor, even if such loss is caused by the negligence of Institution, its employees, officers or agents. Waiver of subrogation language shall be included.

7.3.2.4 Workers' Compensation. Contractor and its subcontractor(s) of any tier shall maintain all coverage statutorily required of the Contractor and its subcontractor(s) of any tier, and coverage shall be in accordance with the laws of Idaho. Contractor and its subcontractor(s) of any tier shall maintain Employer's Liability with limits of not less than \$100,000 / \$500,000 / \$100,000.

7.3.2.4 Professional Liability. If professional services are supplied to Institution, Contractor and its subcontractor(s) of any tier, Contractor and its subcontractor(s) of any tier shall maintain Professional Liability (Errors & Omissions) insurance on a claims made basis, covering claims made during the policy period and reported within three years of the date of occurrence. Limits of liability shall be not less than one million dollars (\$1,000,000).

ATTACHMENT A

UNIVERSITY OF IDAHO & WASHINGTON STATE UNIVERISTY

PROPOSAL PRICE SHEET

All costs will be based on a weekly accounting of service schedules provided within a calendar week. If any calendar week includes a portion of different types of service schedules, then the Contractor shall prorate each portion of the week and bill the University accordingly.

The fixed price of gasoline per gallon used in determining the total proposal price: _____

The price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

The relationship between the price submitted by the proposer, and the price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

SERVICE ALTERNATES	Cost per Calendar Week
B-1 Basic Service	_____
B-2 Campus to Campus	_____
B-3 Saturday/Evening	_____
B-4 Special Events (per hour)	_____

NOTE: All other costs must be identified on this attachment. The University will not be obligated to pay any additional charges unless included here. Costs should be identified as one-time costs or continuing costs.

Service	Cost
_____	_____
_____	_____
_____	_____

ATTACHMENT B

CITY OF MOSCOW

PROPOSAL PRICE SHEET

All costs will be based on a weekly accounting of service schedules provided within a calendar week. If any calendar week includes a portion of different types of service schedules, then the Contractor shall prorate each portion of the week and bill the City of Moscow accordingly.

The fixed price of gasoline per gallon used in determining the total proposal price: _____

The price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

The relationship between the price submitted by the proposer, and the price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

CITY OF MOSCOW SERVICE ALTERNATES Cost per Calendar Week		Proposed Fare
C-1 Monday through Friday Service	_____	_____
C-2 Saturday Service	_____	_____
C-3 Hourly Bus Service (Mon.-Fri.)	_____	_____
C-4 Hourly Bus Service (Saturday)	_____	_____
C-5 Cost Per Additional Stop	_____	_____

NOTE: All other costs must be identified on this attachment. The City of Moscow will not be obligated to pay any additional charges unless included here. Costs should be identified as one-time costs or continuing costs.

Service	Cost
_____	_____
_____	_____
_____	_____

UNIVERSITY OF IDAHO - REQUEST FOR PROPOSAL

Exhibit A – Request for Certificate of Insurance from Contractor*

***If bid is awarded to Contractor**

Page 1 of 2

Give this form to your insurance agent / broker

Agents/ Brokers: RETURN A COPY OF THESE INSTRUCTIONS WITH YOUR CERTIFICATE.

Certificates without a copy of these instructions will not be accepted.

Contractor and its subcontractors of any tier (“Insured”) are required to carry the types and limits of insurance shown in this Request, and to provide University of Idaho (“Certificate Holder”) with a Certificate of Insurance within seven (7) days of the signing of this Contract.

- Certificate Holder shall read:
State of Idaho and the Regents of the University of Idaho
Attn: Risk Management
P.O. Box 443162
Moscow, ID 83844-3162
- Description area of certificate shall read: Attn: Contract for Services
- All certificates shall provide for thirty (30) days’ written notice to Certificate Holder prior to cancellation or material change of any insurance referred to in the certificate.
- All insurers shall have a Best’s rating of AV or better and be licensed and admitted in Idaho.
- All policies required shall be written as primary policies and not contributing to nor in excess of any coverage Certificate Holder may choose to maintain.
- All policies (except Workers Compensation and Professional Liability) shall name the following as Additional Insured: The Regents of the University of Idaho, a public corporation, state educational institution, and a body politic and corporate organized and existing under the Constitution and laws of the state of Idaho.
- Failure of Certificate Holder to demand a certificate or other evidence of full compliance with these insurance requirements or failure of Certificate Holder to identify a deficiency from evidence that is provided shall not be construed as a waiver of Insured’s obligation to maintain such insurance.
- Failure to maintain the required insurance may result in termination of this grant or contract at the Certificate Holder’s option.
- By requiring this insurance, Certificate Holder does not represent that coverage and limits will necessarily be adequate to protect Insured, and such coverage and limits shall not be deemed as a limitation on Insured’s liability under the terms of the grant or contract.

- A copy of this certificate request must be sent with the Certificate.
UNIVERSITY OF IDAHO - REQUEST FOR PROPOSAL

Exhibit A – Request for Certificate of Insurance from Contractor*

***If bid is awarded to Contractor**

Page 2 of 2

Required Insurance Coverage. Insured shall obtain insurance of the types and in the amounts described below.

- Commercial General and Umbrella Liability Insurance. Insured shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence and in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately by location and shall not be less than \$1,000,000. CGL insurance shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract including the tort liability of another assumed in a business contract. Waiver of subrogation language shall be included. If necessary to provide the required limits, the Commercial General Liability policy's limits may be layered with a Commercial Umbrella or Excess Liability policy.
- Commercial Auto Insurance. Insured shall maintain a Commercial Automobile Policy with a Combined Single Limit of not less than \$1,000,000; Underinsured and Uninsured Motorists limit of not less than \$1,000,000; Comprehensive; Collision; and a Medical Payments limit of not less than \$5,000. Coverage shall include Non-Owned and Hired Car coverage. Waiver of subrogation language shall be included.
- Business Personal Property and/or Personal Property. Insured shall purchase insurance to cover Insured's personal property. In no event shall Certificate Holder be liable for any damage to or loss of personal property sustained by Insured, whether or not insured, even if such loss is caused by the negligence of Certificate Holder, its employees, officers or agents.
- Workers' Compensation. Where required by law, Insured shall maintain all statutorily required Workers Compensation coverages. Coverage shall include Employer's Liability, at minimum limits of \$100,000 / \$500,000 / \$100,000.
- Professional Liability. If professional services are supplied to the Institution, Insured shall maintain Professional Liability (Errors & Omissions) insurance on a claims made basis, covering claims made during the policy period and reported within three years of the date of occurrence. Limits of liability shall be not less than one million dollars (\$1,000,000).

If you have additional questions, please contact:

Carry Salonen, Risk Specialist, University of Idaho.
PH (208) 885-7177. FAX (208) 885-9490
csalonen@uidaho.edu

EXHIBIT B

Basic Campus to Campus Stops

1. UI-Wallace Complex- 6th Street.
2. UI-Forestry Building Line Street- 6th Street
3. UI-University of Idaho Sub- Deakin St.
4. UI-6th and Jackson
5. UI-Line Street – 6Th Power Plant
6. UI-Palouse Empire Mall- Highway 8
7. WSU-Johnson Hall
8. WSU-Stadium Way – Valley Road
9. WSU-Stadium Way – Valley Road
10. WSU-Grand Ave – Dissmores
11. WSU-Pullman City Hall – Paradise Street
12. WSU-McCoy Hall – Vet Building
13. WSU-French Admin Grimes Way

Twice Daily Stops

1. Highway 8 and Styner Ave.
2. Eastside Marketplace- Blaine St.
3. 6th Street & Blaine Street
4. “D” Street and Mt. View Road
5. “D” Street and Hayes Street
6. East City Park- Hayes St.
7. Moscow High School
8. “D” Street and Jackson Street

City of Moscow Stops (in addition to above)

1. Lauder Street & Highway 95
2. Joseph Street and Hathaway Street
3. Eisenhower Street and “F” Street
4. 3rd Street and Jackson
5. Highway 8 and Line Street

**UNIVERSITY OF IDAHO
GENERAL TERMS AND CONDITIONS**

1. THIS ORDER EXPRESSLY LIMITS ACCEPTANCE TO THE TERMS AND CONDITIONS STATED HEREIN. ALL ADDITIONAL OR DIFFERENT TERMS PROPOSED BY CONTRACTOR ARE OBJECTED TO AND ARE HEREBY REJECTED, UNLESS OTHERWISE PROVIDED FOR IN WRITING BY THE PURCHASING MANAGER, UNIVERSITY OF IDAHO.
2. CHANGES: No alteration in any of the terms, conditions, delivery, price, quality, quantity or specifications of this order will be effective without the written consent of the University of Idaho Department of Purchasing Services.
3. PACKING: No charges will be allowed for special handling, packing, wrapping, bags, containers, etc., unless otherwise specified.
4. DELIVERY: For any exceptions to the delivery date as specified on the order, Contractor shall give prior notification and obtain approval thereto from the University of Idaho Department of Purchasing Services. With respect to delivery under this order, time is of the essence and order is subject to termination for failure to deliver within the timeframe specified in this order.
5. SHIPPING INSTRUCTIONS: Unless otherwise instructed, all goods are to be shipped prepaid and allowed, FOB Destination.
6. ORDER NUMBERS: Agreement order numbers or purchase order numbers shall be clearly shown on all acknowledgments, shipping labels, packing slips, invoices, and on all correspondence.
7. REJECTION: All goods, materials, or services purchased herein are subject to approval by the University of Idaho. Any rejection of goods, materials, or services resulting from nonconformity to the terms, conditions or specifications of this order, whether the goods are held by the University of Idaho or returned, will be at Contractor's risk and expense.
8. QUALITY STANDARDS: Brand names, models, and specifications referenced in herein are meant to establish a minimum standard of quality, performance, or use required by the University. No substitutions will be permitted without written authorization of the University of Idaho Department of Purchasing Services.
9. WARRANTIES: Contractor warrants that all products delivered under this order shall be new, unless otherwise specified, free from defects in material and workmanship, and shall be fit for the intended purpose. All products found defective shall be replaced by the Contractor upon notification by the University of Idaho. All costs of replacement, including shipping charges, are to be borne by the Contractor.
10. PAYMENT, CASH DISCOUNT: Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoiced items are received and accepted, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized. Payment shall not be considered late if a check or warrant is available or mailed within the time specified.
11. LIENS, CLAIMS AND ENCUMBRANCES: Contractor warrants and represents that all the goods and materials delivered herein are free and clear of all liens, claims or encumbrances of any kind.
12. TERMINATION: In the event of a breach by Contractor of any of the provisions of this Agreement, the University of Idaho reserves the right to cancel and terminate this Agreement forthwith upon giving written notice to the Contractor. Contractor shall be liable for damages suffered by the University of Idaho resulting from Contractor's breach of Agreement.
13. TRADEMARKS: Contractor shall not use the name, trade name, trademark, or any other designation of the University, or any contraction, abbreviation, adaptation, or simulation of any of the foregoing, in any advertisement or for any

commercial or promotional purpose (other than in performing under this Agreement) without the University's prior written consent in each case.

14. OSHA REGULATIONS: Contractor guarantees all items, or services, meet or exceed those requirements and guidelines established by the Occupational Safety and Health Act.
15. TAXES: The University of Idaho is exempt from payment of Idaho State Sales and Use Tax. In addition, the University is generally exempt from payment of Federal Excise Tax under a permanent authority from the District Director of the Internal Revenue Service. Exemption certificates will be furnished as required upon written request by Contractor. If Contractor is required to pay any taxes incurred as a result of doing business with the University of Idaho, it shall be solely responsible for the payment of those taxes. If Contractor is performing public works construction, it shall be responsible for payment of all sales and use taxes.
16. BINDING EFFECT: This Agreement is for the benefit only of the parties hereto and shall inure to the benefit of and bind the parties and their respective heirs, legal representatives, successors and assigns.
17. ASSIGNMENTS: No Agreement, order, or any interest therein shall be transferred by Contractor to any other party without the approval in writing of the Purchasing Manager, University of Idaho. Transfer of an Agreement without approval may cause the rescission of the transferred Agreement at the option of the University of Idaho.
18. WAIVER: No covenant, term or condition, or the breach thereof, shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition herein. Acceptance by a party of any performance by another party after the time the same shall have become due shall not constitute a waiver by the first party of the breach or default unless otherwise expressly agreed to in writing.
19. FORCE MAJEURE: Any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain labor or materials or reasonable substitutes thereof, governmental restrictions, governmental regulations, governmental controls, enemy or hostile governmental action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform (except for financial ability), shall excuse the performance by such party for a period equal to any such prevention, delay or stoppage.
20. NO JOINT VENTURE: Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment or agency relationship between the parties.
21. PRICE WARRANTY FOR COMMERCIAL ITEMS: Contractor warrants that prices charged to the University of Idaho are based on Contractor's current catalog or market prices of commercial items sold in substantial quantities to the general public and prices charged do not exceed those charged by Contractor to other customers purchasing the same item in like or comparable quantities.
22. NONDISCRIMINATION: Contractor represents and agrees that it will not discriminate in the performance of this Agreement or in any matter directly or indirectly related to this Agreement on the basis of race, sex, color, religion, national origin, disability, ancestry, or status as a Vietnam veteran. This non-discrimination requirement includes, but is not limited to, any matter directly or indirectly related to employment. Breach of this covenant may be regarded as a material breach of Agreement.
23. UNIVERSITY REGULATIONS: Contractor shall follow and comply with all rules and regulations of the University and the reasonable instructions of University personnel.
24. GOVERNING LAW: This Agreement shall be construed in accordance with, and governed by the laws of the State of Idaho. Any legal proceeding related to this Agreement shall be instituted in the courts of the county of Latah, state of Idaho, and Contractor agrees to submit to the jurisdiction of such courts.

08-26J Addendum 1
Responses to Questions

- 1. Q: page 9 does calendar days mean a 30 or 31 calendar day or a 5/7 day week. It would make a difference.**

Section 2-1

Proposers are expected to examine the entire Request for Proposals, including all specifications, standard provisions, and instructions. Failure to do so will be at the Proposer's risk. Each Proposer shall furnish the information required by the invitation. It is required that proposal entries be typewritten. Periods of time, stated in number of days, in this request or in the Proposer's response, shall be in calendar days. Propose your best price on each item.

A: This indicates that whenever we are referring a number of days, such as "20 days", that we are referring to calendar days which would include weekends and holidays.

- 2. Q: page 13 you have clarified that summer was left out--this makes a big difference on what the proposal price would be so not sure how to address this in the proposal.**

Section 3-5A.

Basic Service Schedule shall be Campus to Campus only Monday through Friday. Hours will be 6:30 a.m. to 7:00 p.m., with one hour headway except the hours of 7:00-9:00 a.m. and 4:00-6:00 p.m., which would be thirty minute headway. This service will start on the first day of Registration Week and will end on the last day of Finals Week. No service will be required during official University vacations or summer sessions.

A: Summer will be added to a revised 3-5 Service Schedules B Alternative Service Schedule. Section 3-5 is revised per attached and incorporated.

- 3. Q: page 13 does basic service as defined in the service schedule mean that from 6:30 am to 7:00 pm there will be hourly service but from 7:00 am to 9:00 am there would be service in addition at 7:00 am, 7:30 am, 8:00 am, 8:30 am, 9:00 am and then terminated until 4:00 pm where to would pick up again in 30 minute increments until 6:00 pm. This would require one bus that would be used only for those hours in addition to the hourly service?**

A: Yes. Revised EXHIBIT B Campus to Campus Stops is attached and incorporated.

- 4. Q: page 15 please clarify the paragraph "In its proposal.....cost of the provision of the service."**

Section 3-5

In its proposal, the proposer shall set out the price for each proposal and alternatives for operating the fixed route transit system for a term commensurate with the Request for Proposals No. UI 08-26J for transit services. Said price shall account for and be reduced by the funds paid by the University of Idaho or Washington State University for their respective transit service. ~~In its proposal, the proposer shall identify a fare structure to offset the cost of provision of the service.~~ Said proposal shall include any escalators or multipliers to take account of increased cost of fuel.

A: Please delete, non-student fares are established by the University.

- 5. Q: page 20 Section 3-13 Please clarify the sentence: The "fare-box method or any other method--to the University.**

Section 3-13

All riders shall be required to show a valid student, faculty or staff ID card from either the University of Idaho or Washington State University in order to qualify for ridership. Coupons are also sold at both University locations. The "fare-box" method or any other method of securing ridership shall not be acceptable to the University.

A: Cash is not an acceptable alternative to either ID cards or ride coupons. The proposer may provide an option for which cash is collected for empty seats to off-set the expense of the program.

6. Q: page 21 is blank, should it be?

A: The pages numbers in the questions received do not align with the RFP document, page 21 is a part of the terms and conditions including sections 6-17 through 6-21.

7. Q: page 24 Section 6-3 Termination for Convenience-??? What constitutes convenience? How is that compatible with a contract? How does WSU fit into this? Same with Page 25 Section 6-14.

6-3 TERMINATION FOR CONVENIENCE

The University may terminate this Agreement, in whole or in part, at any time by written notice to the Contractor. The Contractor shall be paid its reasonable costs, including reasonable close-out costs and a reasonable profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim for payment. If the Contractor has any property in its possession belonging to the University, the Contractor will account for the same and dispose of it in the manner the University directs.

A: This is a standard University term. If there are objections or exclusions to any terms, these objections should be listed per Section 2-2 P.

8. Q: I have a lot of questions on the service schedule. This current proposal #08-26J appears to be the same as the one given out in 98-06. Regarding the alternative service schedule for City of Moscow. Isn't this a duplication of what Valley Transit is already supplying? Note, Valley Transit wasn't in existence in the 98-06 time frame. If this proposal is intended to be for the current service unless there are some changes that UI and WSU have decided to change, I'm not sure this all "matches".

A: Delete Sections 3-5C Alternate Service Schedule for City of Moscow and Attachment B.

9. Q: In Exhibit B Basic Campus to Campus Stops does not show Kibbie Dome Parking lot which is a big park and ride location. Time becomes an element here we have been "kicked out of the Palouse Empire Mall nearly two years ago as management did not want it to become a park and ride. #7 should be French AD instead of Johnson Hall. #8 Should be Stadium Way and Orchard if you are keeping with the current stops.

A: Please see attached and incorporated Revised EXHIBIT B.

10. Q: Section 3-7

3-7 DRIVER RESPONSIBILITIES:

A. Verifying riders possess a valid ID card

A: Add "or collect a valid ride coupon."

11. Project Manager as referred to in the RFP is UI Parking and Transportation Services, (208) 885-6424, parking@uidaho.edu

12. Q: Section 3-12 is deleted in its entirety and replaced with:**3-12 PRICING**

The Proposal Price Schedule, Attachment A and B shall be completed, and all the costs necessary to perform the services described herein must be identified. The price evaluation will be based on the prices provided in the Proposal Price Schedule.

Prices shall remain firm for the initial term of the Contract. Thereafter, the Contractor shall have a one-time option each two year renewal to request a price adjustment for the next Contract term, subject to a mutually negotiated amount, providing the Contractor supplies adequate documentation. The University reserves the sole option to accept or reject such requests. Requests for such adjustments are to be made in writing at least sixty days prior to the last day of the current term of the Contract. Approval to adjust the price(s) must be granted by the University in writing before they will become effective. The Contractor agrees to reduce the Contract price at any time during the life of this Contract if the prices paid by the contract significantly decline.

The University, in recognition of the difficulty of estimating and anticipating the cost of fuel over the term of this Contract, will include an “escalator clause” to allow fuel cost adjustments during the term of this Contract.

All proposers will be required to specify in their response the fixed price of gasoline per gallon used in determining the total proposal price. A relationship will be established between the price submitted by the proposer, and the price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA. (OPIS prices do not include tax). This relationship will remain constant throughout the term of the Contract. Prices may fluctuate above and below the fixed price by ~~three~~ eight cents per gallon before adjustments will be made the University. Price fluctuations outside of that range will constitute acceptable adjustments, provided that the Contractor provides such documentation as is required by the University. All cost increases of greater than ~~three~~ eight cents per gallon will be reimbursed to the Contractor by the University. All cost decreases of greater than ~~three~~ eight cents per gallon will be credited to the University by the Contractor.

For example, if the published price in OPIS for Spokane, WA is 60 cents per gallon, and the proposer established the fixed price per gallon at \$1.25 per gallon, then the relationship is OPIS plus 65 cents per gallon equals the fixed price per gallon. That means that whenever the Contractor purchases gasoline above ~~68~~ 73 cents per gallon over the published price in OPIS, the University will reimburse the Contractor 100% of the increased amount. Whenever the Contractor purchases gasoline below ~~62~~ 57 cents per gallon over the published price in OPIS, the University will be credited by the Contractor 100% of the amount.

The Contractor agrees to submit such documentations of fuel costs as the University may require, including copies of receipts, charge slips, fuel supplier names and addresses, vehicular mileage figures and other such data, which may substantiate the cost, and use of fuel for the service. The University will not be obligated to make any fuel cost adjustments absent of such documentation. The Contractor agrees that it will, to the maximum extent possible, obtain fuel at the lowest price available to the Contractor, and agrees that the University may require certification by the Contractor of its fuel cost and use.

Section 3-5 is deleted in its entirety and replaced by the following:**3-5 SERVICE SCHEDULES**

The University will designate a “Basic Service Schedule” as well as several “Alternate Service Schedules”. All proposers are required to provide a proposal for the “Basic Service Schedule” and “Alternate Service Schedules”.

- A. Basic Service Schedule shall be Campus to Campus only Monday through Friday. Hours will be 6:30 a.m. to 7:00 p.m., with one hour headway. This service will start on the first day of Registration Week, for whichever of the two Universities schedule is earliest, and will end on the last day of Finals Week, for whichever of the two Universities schedules is latest. No service will be required during official University vacations or summer sessions.
- B. Alternate Service Schedules for the University of Idaho and Washington State University:
 - 1. Basic Service Schedule plus the hours of 7:00-9:00 a.m. and 4:00-6:00 p.m., which would be thirty minute headway.
 - 2. Campus to Campus only, continuous thirty minute frequency, Monday through Friday, from 9:00 a.m. to 4:00 p.m.
 - 3. Saturday/Evening Service, Campus to Campus, sixty minute frequency from 10:00 a.m. to 4:00 p.m. and 7:00-9:00 p.m. No Sunday service will be required.
 - 4. Summer Service: Basic Service operation from the last day of spring semester Finals Week, for whichever of the two Universities schedules is latest, through the first day of fall semester Registration Week, for whichever of the two Universities schedule is earliest,
 - 5. Special Events. The University may require service for special events on an irregular basis. Proposers should provide an hourly rate for such service, as well as define any notification requirements on Attachment B, Proposal Price Sheet.

~~C. Alternate Service Schedule for City of Moscow:~~

~~The City of Moscow proposes to institute fixed route transit (bus) service at locations throughout the City. The City of Moscow does not desire to establish, operate or maintain its own transit system. The general location of the fixed route stops are shown in Exhibit A. The City of Moscow retains the right to change the location of any or all of these fixed stop points during the term of the service.~~

- ~~1. This transit service shall operate from the hours of 7:00 a.m. through 7:00 p.m. servicing each stop every two hours, Monday through Friday, twelve months per year (see attachment C, City of Moscow Proposal Price Sheet).~~

2. ~~Proposer shall propose an alternate to provide service on Saturdays from 9:00 a.m. through 7:00 p.m., servicing each stop every two hours.~~
3. ~~Proposer shall propose an alternative to provide hourly bus service at the fixed route locations for both the Monday through Friday and the Saturday proposals.~~
4. ~~Proposer shall also provide a price for additional fixed route stops.~~

EXHIBIT B is deleted in its entirety and replaced by:EXHIBIT BBasic Campus to Campus Stops

- ADD: UI-Kibbie Dome Parking lot
1. UI-Wallace Complex- 6th Street.
 2. UI-Forestry Building Line Street- 6th Street
 3. UI-University of Idaho Sub- Deakin St.
 4. UI-6th and Jackson
 5. UI-Line Street – 6th Power Plant
 6. ~~UI Palouse Empire Mall Highway 8~~
 7. WSU-Stadium / Orchard
 8. ~~WSU Stadium Way – Valley Road~~
 9. ~~WSU Stadium Way – Valley Road~~
 10. ~~WSU Grand Ave – Dissmores~~
 11. ~~WSU Pullman City Hall – Paradise Street~~
 12. WSU-McCoy Hall – Vet Building
 13. WSU-French Admin Grimes Way

Twice Daily Stops

1. Highway 8 and Styner Ave.
2. Eastside Marketplace- Blaine St.
3. 6th Street & Blaine Street
4. “D” Street and Mt. View Road
5. “D” Street and Hayes Street
6. East City Park- Hayes St.
7. 1912 Building
8. 6th Street and Jackson Street
9. Railroad Street

City of Moscow Stops (in addition to above)

1. ~~Lauder Street & Highway 95~~
2. ~~Joseph Street and Hathaway Street~~
3. ~~Eisenhower Street and “F” Street~~
4. ~~3rd Street and Jackson~~
5. ~~Highway 8 and Line Street~~

REVISED ATTACHMENT A

UNIVERSITY OF IDAHO & WASHINGTON STATE UNIVERISTY

PROPOSAL PRICE SHEET

All costs will be based on a weekly accounting of service schedules provided within a calendar week. If any calendar week includes a portion of different types of service schedules, then the Contractor shall prorate each portion of the week and bill the University accordingly.

The fixed price of gasoline per gallon used in determining the total proposal price: _____

The price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

The relationship between the price submitted by the proposer, and the price published in the Oil Price Information Service (OPIS) Pad 5 report for Spokane, WA.: _____

SERVICE ALTERNATES	Cost per Calendar Week
Section 3-5:	
A Basic Service	_____
B-1 Basic Service Plus	_____
B-2 Campus to Campus	_____
B-3 Saturday/Evening Service	_____
B-4 Summer Service	
B-4 Special Events (per hour)	_____

NOTE: All other costs must be identified on this attachment. The University will not be obligated to pay any additional charges unless included here. Costs should be identified as one-time costs or continuing costs.

Service	Cost
_____	_____
_____	_____
_____	_____

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

3. Acquisition of Personal Property and Services

a. Purchases of equipment, data processing software and equipment, and all contracts for consulting or professional services either in total or through time purchase or other financing agreements, between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval by the executive director. The executive director must be expressly advised when the recommended bid is other than the lowest qualified bid. Purchases exceeding five hundred thousand dollars (\$500,000) require prior Board approval.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Contract For Health and Welfare Benefits Consulting Services

REFERENCE

April 2005

Board approved contract with Aon Consulting Inc., for
benefits consulting

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section
V.I.3.a.

BACKGROUND

This service has been provided to the University of Idaho by Aon Consulting, Inc. A contract for consulting services was signed August 12, 2005 with consulting fees payable as commissions from contracts with benefit insurance program providers. The University of Idaho terminated this contract effective April 30, 2008. A request for proposals was released on October 1, 2007 with proposals due October 25, 2007 to eight firms. A selection committee reviewed, evaluated and determined that Buck Consultants, LLC (Buck) provided the best value for the University of Idaho.

Buck will replace our existing consultant for these services.

DISCUSSION

Buck provides consulting services in strategic benefit planning, plan design, plan management, communications and actuarial services. Specific duties in carrying out these activities include such things as:

- routine assistance with technical and compliance issues
- assistance with vendor management
- research in industry best practices and benchmarking
- research and advise on legal, tax, compliance and technical areas related to University of Idaho's health and welfare benefits plan, leave policies, paid time off and other areas related to employee benefits.
- Actuarial attestation for Medicare Part D
- Actuarial attestation for IBNR, surplus reserves, and actuarial equivalent rates in accordance with the Idaho Department of Insurance guidelines
- Financial documents related to Trust activities
- Cost analysis of detailed benefit plan design features
- Enrollment communications planning
- Review and update of COBRA and retiree rates

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

IMPACT

The University will be invoiced separately by Buck for the services provided payable from funds designated for the benefits program. The University anticipates that fees for services for health and welfare consulting under this agreement for FY09 will total approximately \$250,000.00.

The initial term of this agreement is 2½ years to allow adjustment to coincide with the calendar year schedule of the University's benefits program. Three additional, one year renewal options are provided with a 5% escalation limit.

ATTACHMENTS

Attachment 1 - Cover letter and Agreement	Page 3
Attachment 2 - Request for Proposal	Page 9

STAFF COMMENTS AND RECOMMENDATIONS

The agreement with Aon Consulting provided for commissions of \$328,358 in FY 2006. This agreement is substantially less and adds a vision component not in the current contract.

Staff recommends approval.

BOARD ACTION

A motion to approve the agreement between the University of Idaho and Buck Consultants, LLC, in substantial conformance to the form submitted to the Board in Attachment 2 and inclusive of the 1) University of Idaho Request for Proposals Number 08-16J; 2) Buck Consultants, LLC's response dated October 24, 2007; and 3) University of Idaho General Terms and Conditions.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

March 26, 2008

Mark Orzechowski
Buck Consultants, LLC
One North Dearborn, Suite 1400
Chicago, IL 60602

Dear Mr. Orzechowski,

Enclosed are two original Agreements in accordance with the University of Idaho's Request for Proposals Number 08-16J for Health and Welfare Consulting Services. After the documents are signed by an authorized representative of your company, please return one set of the originals to the following address:

University of Idaho
Purchasing Services
Attn.: Christopher P. Johnson
PO Box 441202
645 West Pullman Road
Moscow, Idaho 83844-1202

If you have any questions, please call me at (208) 885-6126 or e-mail cjohnson@uidaho.edu.

Thank you for doing business with the University of Idaho.

Sincerely,

Christopher P. Johnson, C.P.M.
Director, Contracts and Purchasing Services

Attachment
cc: Laura Bryniarski

**UNIVERSITY OF IDAHO
AGREEMENT NUMBER UI-641**

The University of Idaho (hereinafter called the University) hereby awards to Buck Consultants, LLC (hereinafter called the Contractor) Agreement number UI-641 to furnish health and welfare consulting services to the University, as specified in University of Idaho Request for Proposals Number 08-16J, in accordance with the terms and conditions of the Request for Proposals.

This Agreement is supplemented by a) University of Idaho Request for Proposals Number 08-16J; b) Buck Consultants, LLC's response dated October 24, 2007; and c) University of Idaho General Terms and Conditions, which have been agreed to by the parties and by this reference are made a part hereof as though fully set forth herein. To the extent such terms, conditions, or provisions may be in conflict or be inconsistent, their order of authority shall be as follows: 1) University of Idaho Agreement Number UI-641; 2) University of Idaho Request for Proposals Number 08-16J; 3) Buck Consultants, LLC's response dated October 24, 2007; and 4) University of Idaho General Terms and Conditions.

1.1 NOTICES

Any notice under this Agreement shall be in writing and be delivered either in-person, delivery service, certified mail with return receipt requested, or by facsimile. All notices shall be addressed to the parties at the following addresses or at such other addresses as the parties may from time to time direct in writing:

the University:	University of Idaho Purchasing Services PO Box 441202 645 West Pullman Road Moscow, Idaho 83844-1202 Attn.: Christopher P. Johnson Phone: (208) 885-6126 Fax: (208) 885-6060

the Contractor:	Buck Consultants, LLC One North Dearborn, Suite 1400 Chicago, IL 60602 Attn: Mark Orzechowski Phone : (312) 846-36106 Fax: (312) 846-3202

Any notice shall be deemed to have been given on the earlier of : (a) actual delivery or refusal to accept delivery, (b) the date of mailing by certified mail, or (c) the day facsimile delivery is verified. Actual notice, however and from whomever received, shall always be effective.

1.2 SEVERABILITY

The terms and conditions of this Agreement are declared severable if any term or condition of this Agreement or the application thereof to any person(s) or circumstance(s) is held invalid. Such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application.

1.3 BID PRICE

The bid price shall include everything necessary for the prosecution and completion of this Agreement, including, but not limited to, furnishing all materials, equipment, management, superintendence, labor, and service, except as otherwise provided in this Agreement. Prices quoted on the Bid Form shall include all freight and/or delivery charges. In the event of a discrepancy between the unit price and the total price, the unit price will govern and the total price will be adjusted accordingly.

1.4 TERM OF AGREEMENT

The initial term of this agreement shall be two and one half (2 1/2) years, commencing upon the date of execution by the University. The term of this agreement may, if mutually agreed, be extended by three- (1) year increments for a total of three (3) additional years, provided the Contractor receives written notice of each extension at least thirty (30) days prior to the expiration date of such term or extension. During extension periods, all terms and conditions of this Agreement shall remain in effect.

1.5 CONTINUATION DURING DISPUTES

The Contractor agrees that, notwithstanding the existence of any dispute between the parties, insofar as possible under the terms of the Agreement to be entered into, each party will continue to perform the obligations required of it during the continuation of any such dispute, unless enjoined or prohibited by any court.

1.6 INVOICES

All invoices must contain the name of the University department, purchase order number, itemization of materials and services, and correct Agreement pricing. A packing slip referencing current pricing must accompany each order.

Invoices for payment must be submitted by the Contractor to:

University of Idaho
Accounts Payable
PO Box 444244
Moscow, ID 83844-4244

Operational contact, information and questions should be directed to:

University of Idaho
Benefit Services
PO Box 444332
Moscow, ID 83844-4332

1.7 SHIPPING CHARGES

Requests for additional compensation for freight or delivery charges will be rejected by the University unless specifically identified on the Bid Form.

1.8 ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties. No change thereto shall be valid unless communicated in writing in the stipulated manner and signed by the University and the Contractor.

1.9 TERMS AND CONDITIONS

The following terms and conditions contained within the University of Idaho Request for Proposals Number 08-16J are amended:

Section 7.3.1.2 is deleted and replaced by:

7.3.1.2 Additionally and at its option, Institution may request certified copies of required policies and endorsements. Such copies shall be provided within (10) ten days of the Institution's request to allow for providing certificates, rather than the actual policies. Buck Consultants does not provide copies of insurance policies.

Section 7.3.2.1 is deleted and replaced by:

7.3.2.1 Commercial General and Umbrella / Excess Liability Insurance. Contractor and its subcontractor(s) of any tier shall maintain Commercial General Liability ("CGL") written on an occurrence basis and with a limit of not less than \$1,000,000 each occurrence and in the aggregate. If such CGL insurance contains a general aggregate limit, it shall not be less than \$1,000,000. CGL insurance shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under a contract including the tort liability of another assumed in a business contract. Waiver of subrogation language shall be included. If necessary to provide the required limits, the Commercial General Liability policy's limits may be layered with a Commercial Umbrella or Excess Liability policy.

Section 7.3.2.2 is deleted and replaced by:

7.3.2.2 Commercial Auto Insurance. Contractor and its subcontractor(s) of any tier shall maintain a Commercial Auto policy with a Combined Single Limit of not less than \$1,000,000. Coverage shall include Non-Owned and Hired Car coverage. Waiver of subrogation language shall be included.

Section 7.3.2.3 is deleted and replaced by:

7.3.2.3 Business Personal Property. Contractor and its subcontractor(s) of any tier shall purchase insurance to cover Business Personal Property of Contractor and its subcontractor(s) of any tier. In no event shall University be liable for any damage to or loss of personal property sustained by Contractor, even if such loss is caused by the negligence of Institution, its employees, or officers. Waiver of subrogation language shall be included.

2.0 REGENTS' APPROVAL

This Agreement is subject to approval by the Regents of the University of Idaho, and if such approval is not granted this Agreement shall be void and neither party shall have any further obligations or liabilities hereunder.

The effective date of this contract is July 1, 2008.

For the Regents of the
UNIVERSITY OF IDAHO

BUCK CONSULTANTS, LLC

SIGN _____

SIGN _____

PRINT Christopher Johnson

PRINT _____

TITLE Director, Contracts

TITLE _____

DATE March 26, 2008

DATE _____

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Purchasing Services
645 West Pullman Road, Office Suite 205
P.O. Box 441202
Moscow, Idaho 83843-1202

REQUEST FOR PROPOSALS NO. 08-16J

FOR

Health and Welfare Consulting Services

For Additional Information, Please Contact:
Christopher P. Johnson, C.P.M.: Director
Phone (208) 885-6126
Fax (208) 885-6060
cjohnson@uidaho.edu
www.purchasing.uidaho.edu

Date Issued: October 1, 2007

Proposals Due: October 25, 2007

Pre-proposal Conference: None

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UNIVERSITY OF IDAHO REQUEST FOR PROPOSALS NO. 08-16J

PROPOSAL RESPONSE CERTIFICATION

DATE

The undersigned, as Proposer, declares that they have read the Request for Proposals, and that the following proposal is submitted on the basis that the undersigned, the company, and its employees or agents, shall meet, or agree to, all specifications contained therein. It is further acknowledged that addenda numbers _____ to _____ have been received and were examined as part of the RFP document.

Name

Signature

Title

Company

Street Address

City, State, Zip

Telephone Number and Fax Number

Cell Phone Number

E-mail Address

State of Incorporation

Tax ID Number

Business Classification Type (Please check mark if applicable):

Minority Business Enterprise (MBE)	_____
Women Owned Business Enterprise (WBE)	_____
Small Business Enterprise (SBE)	_____
Veteran Business Enterprise (VBE)	_____
Disadvantaged Business Enterprise (DBE)	_____

Business Classification Type is used for tracking purposes, not as criteria for award.

SECTION 1 - INSTRUCTIONS TO PROPOSERS

1-1 SCOPE OF WORK

The University of Idaho (herein referred to as the University) is soliciting proposals for health and welfare consulting services.

1-2 PROPOSAL SUBMISSION

Proposal must be **SEALED and CLEARLY IDENTIFIED** with the Request for Proposals' number, due date and time, Proposer's name and address, and submitted no later than 4:00 p.m., Pacific Time, on October 25, 2007 to University of Idaho Purchasing Services, 645 West Pullman Road, P.O. Box 4441202, Moscow, ID 83844-1202.

A facsimile response or an electronic response to this Request for Proposals does not meet the requirement of a sealed proposal and will not be accepted.

The proposal must be signed by such individual or individuals who have full authority from the Proposer to enter into a binding Agreement on behalf of the Proposer so that an Agreement may be established as a result of acceptance of the proposal submitted. By reference, the terms and conditions set forth in the Request for Proposals shall serve as the Agreement terms and conditions. In addition, the laws of the State of Idaho shall apply. No other terms and conditions will apply unless submitted as a part of the proposal response and accepted by the University.

Proposals received after the exact time specified for receipt will not be considered.

1-3 REQUEST FOR PROPOSAL SCHEDULE

October 1, 2007	Request for Proposals issued
October 25, 2007	Proposals Due @ 4:00 p.m.

1-4 INQUIRIES

All inquiries concerning this request shall be submitted in writing and received by the University's office of Purchasing Services no later than 4:00 p.m., Pacific Time, on October 10, 2007, to:

Christopher Johnson, Director
University of Idaho
Purchasing Services
645 West Pullman Road
P.O. Box 4441202
Moscow, ID 83844-1202
Telephone: (208) 885-6126
Fax: (208) 885-6060
E-mail: cjohnson@uidaho.edu

Proposers should consider Purchasing Services as the first and prime point of contact on all matters related to the procedures associated with this RFP. If additional information is needed from any source, Purchasing Services will work with the Proposer and with the various offices of the University to gather that information.

1-5 INTERPRETATION, CORRECTIONS, OR CHANGES IN RFP

Any interpretation, correction, or change in the RFP will be made by addendum by the University. Interpretations, corrections, or changes to the RFP made in any other manner will not be binding, and no Proposer may rely upon any such interpretation, correction, or change.

1-6 MODIFICATION OR WITHDRAWAL OF PROPOSALS

A Proposer may modify or withdraw a proposal at any time prior to the specified time and date set for the proposal closing. Such a request for modification or withdrawal must be in writing, and executed by a person with authority as set forth under paragraph 1-2 above, or by facsimile notice subsequently confirmed in writing.

1-7 ERASURES AND INTERLINEATIONS

Erasures, interlineations, or other changes in the proposal must be initialed by the person(s) signing the proposal.

1-8 ACKNOWLEDGMENT OF ADDENDUMS TO RFP

Receipt of an addendum to this RFP must be acknowledged by a Proposer on the Proposal Response Certification.

1-9 PROPOSAL COPIES

Six (6) complete copies of the proposal shall be submitted to the University.

1-10 OFFER ACCEPTANCE PERIOD

A proposal shall constitute an offer to contract on the terms and conditions contained in this RFP and the proposal. Said proposal shall constitute an irrevocable offer for ninety (90) calendar days from the proposal opening date, even if the University makes one or more counter offers.

1-11 REJECTION OF PROPOSALS

The University in its sole discretion, expressly reserves the right to reject any or all proposals or portions thereof, to reissue a Request for Proposal, and to waive informalities, minor irregularities, discrepancies, and any other matter or shortcoming.

1-12 PROPOSAL PRICE

The prices submitted in the proposal shall include everything necessary for the prosecution and completion of the Agreement including, but not limited to, furnishing all materials and all management, supervision, labor and service, except as may be provided otherwise in the Agreement Documents. Consulting fees may be paid: directly to the selected health & welfare consultant, with all lines of coverage quoted net of commission; may be entirely supported by commissions; or may represent some combination of direct payment and/or commissions. Your proposal should support all of these payment arrangements. If commissions are used, the commission levels will be set with each carrier based on the cost of services within the consultants scope of work. In the event of discrepancy between the unit prices and their extensions, the total price will be adjusted accordingly. In the event of discrepancy between the sum of the extended total prices, the Total Proposal Price will be adjusted accordingly. The proposal price shall not include any allowance for Idaho State sales/use tax.

The University will evaluate the total price for the basic requirements with any options(s) exercised at the time of award. Evaluation of options will not obligate the University to exercise the option(s).

The University may reject an offer if it is materially unbalanced as to process for the basic requirements and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices that are significantly overstated for other work.

1-13 TERM OF AGREEMENT

The initial term of this agreement shall be two (2) years, commencing upon the date of execution by the university. The term of this agreement may, if mutually agreed upon in writing, be extended by one (1) year increments for a total of three (3) additional years, provided written notice of each extension is given to the bidder at least thirty (30) days prior to the expiration date of such term or extension. In the event funding approval is not obtained by the University, this Agreement shall become null and void effective the date of renewal. During extension periods, all terms and conditions of this Agreement shall remain in effect.

1-14 AWARD OF AGREEMENT

The University shall make the award to the responsible Proposer whose proposal will be most advantageous to the University with respect to price, conformance to the specifications, quality, and other factors as evaluated by the University. The University is not required or constrained to award the Agreement to the Proposer proposing the lowest price.

The University may award an Agreement on the basis of initial offers received, without discussion; therefore, each initial offer should contain the offerer's best terms from a cost and technical standpoint.

1-15 PROPOSAL CONFIDENTIALITY

Each Proposer agrees that the contents of each proposal submitted in response to this RFP is confidential, proprietary, and constitutes trade secret information as to all technical and financial data, and waives any right of access to such proposals, except as provided for by law. Except as determined by the University's Office of Purchasing Services, in its sole discretion, no information will be given regarding any proposals or evaluation progress until after an award is made, except as provided by law.

1-16 RECORD OF PURCHASES

Contractor will provide Purchasing Services a detailed usage report of items/services ordered, quantities, and pricing under this Agreement upon request.

1-17 APPEAL OF AWARD

A Proposer aggrieved by the award of an Agreement may file an appeal by writing to the Manager of Purchasing Services. The appeal must be received by the Director of Purchasing Services within five working days after the award is made, must describe the basis for the appeal, and must include all argument and evidence the Proposer wishes the Director of Purchasing Services to consider. Keeping track of the date an award is made is the responsibility of the Proposer(s).

SECTION 2 - INSTRUCTIONS FOR PREPARING PROPOSALS

2-1 GENERAL

To aid in the evaluation process, it is required that all responses comply with the items and sequence as presented in paragraph 2-2, RFP Response Outline. Paragraph 2-2 outlines the minimum requirements and packaging for the preparation and presentation of a response. Failure to comply may result in rejection of the response. The proposal should be specific and complete in every detail, prepared in a simple and straight-forward manner.

Proposers are expected to examine the entire Request for Proposals, including all specifications, standard provisions, and instructions. Failure to do so will be at the Proposer's risk. Each Proposer shall furnish the information required by the invitation. It is required that proposal entries be typewritten. Periods of time, stated in number of days, in this request or in the Proposer's response, shall be in calendar days. Propose your best price on each item.

2-2 RFP RESPONSE OUTLINE

- A. Response Sheet: The proposal Response Certification (page 4) shall be attached to the front of the proposal and shall contain the Proposer's certification of the submission. An official who has full authority to enter into an Agreement shall sign it.
- B. Background and History: Describe the company, organization, officers or partners, , and operating policies that would affect this Agreement. State the number of years your organization has been continuously engaged in business. Describe the full scope of services provided by your firm. Describe any areas of specialization. Show the number of employees worldwide and in the office(s) that will be supporting this account. Provide your most recent annual report.
- C. References: The Proposer shall provide a minimum of three (3) references for current customers and (2) references of clients whose business you have lost. These should include names of persons who may be contacted, title of person, addresses, phone numbers, and e-mail, where services similar in scope to the requirements of this RFP have been provided by the proposed service team.
- D. Experience and Support: Describe Proposer's experience in performing the requested services. Please specifically address each of the areas listed in Section 3; specifications. Please confirm that your firm is capable of handling the entire scope of services. Describe how these services will be provided. Include a description of your approach, tools/technology used to deliver the services, and the deliverables to the University.
- E. Staff Qualifications: Describe the account team and other staff resources that will be used to deliver services to the University. Include their roles and responsibilities on the University's consulting team, their office location, and experience delivering similar services to other organizations. Describe service factors that set your team apart from your competitors. Explain how you will assess the performance of the service team and what input you will seek from the University about their performance. Please attach resumes/bios.
- F. Costs: Include itemized costs for all components and features to be delivered. Costs should be identified as one-time or continuing. Purchase prices, lease prices, installation charges, and maintenance charges must be identified. All equipment prices must be stated as FOB: Moscow, ID.
- G. Warranties: Describe warranties provided by the Proposer. Include discussions of any additional support provided after the sale.
- H. Proposer Exceptions: Describe any exceptions to the terms and conditions contained within this document.

SECTION 3 - TECHNICAL SPECIFICATIONS

Benefits Strategy

- Collaborate on organizational objectives and guiding principals
- Complete a gap analysis of current and desired environment
- Help establish a multi-year benefits strategy based on the University's short- and long-term objectives
- Develop metrics that measure the success of the University's benefits program

Client Service

- Educate the University on market and industry trends that may impact the administration, design and management of its benefits program
- Meet periodically with HR, benefit and other committees to review administrative, program and vendor issues

Vendor Management

- Complete vendor renewal analysis and negotiations
- Conduct marketing and vendor selection services, as needed
- Provide implementation support for annual plan design and vendor changes
- Monitor vendor performance and servicing levels, make recommendations for improvement as needed
- Strength and solvency of vendors
- Complete contract(s) review

Program and Plan Design Review

- Analyze program and plan design competitiveness and prevalence

Plan Compliance

- Monitor federal and state regulations
- Educate the University on how it impacts the administration, design and funding of its benefit program
- Recommend compliance strategies for adhering to pending/new regulations
- Help the University implement regulatory changes to ensure compliance (as needed)

Health Management

- Recommend health, wellness, disease and care management programs appropriate for the University's population
- Design and implement health risk reduction programs
- Design incentive/reward strategies to encourage participation in University-sponsored or community-based programs
- Evaluate available health, education and decision support tools, and make recommendations as appropriate

Claims and Utilization Review

- Analyze claims and utilization cost drivers
- Analyze plan design effectiveness

Cost Projections and Risk Analysis

- Prepare expected budget and funding rates
- Develop employee contributions rates and recommend cost sharing strategies
- Provide annual IBNR calculations for appropriate programs
- Analyze underwriting, funding and risk strategies, and recommend alternatives as appropriate
- Provide retiree health care/GASB cost and liability projections

Management Reporting

- Provide monthly, quarterly and annual reporting on all benefit programs
- Comment on enrollment, claim and utilization trends

Employee Communication Support

- Develop a communication approach reflecting the University's benefits and HR strategies
- Provide Annual enrollment planning and support

Special Projects (as needed)

SECTION 4 - PROCUREMENT PROCESS

4-1 PROPOSER LIST AND QUALIFICATION EVALUATION

After the established date for receipt of proposals, a listing of Proposers submitting proposals will be prepared, and will be available for public inspection.

Qualifications and proposals submitted by interested Proposers will be reviewed and evaluated based on the evaluation factors set forth in the RFP.

4-2 PROPOSAL CLASSIFICATION

For the purpose of conducting discussions with individual offerers, if required, proposals will initially be classified as:

- A. Potentially Acceptable
- B. Unacceptable

Discussions may be conducted with any or all of the Proposers whose proposals are found potentially acceptable. Offerers whose proposals are unacceptable will be notified promptly. The Manager of Purchasing will establish procedures and schedules for conducting oral and/or written discussions.

Proposers are advised that the University may award an Agreement on the basis of initial offers received, without discussions; therefore, each initial offer should contain the offerer's best terms from a cost and technical standpoint.

4-3 PROPOSER INVESTIGATION

The University will make such investigations as it considers necessary to obtain full information on the Proposers selected for discussions, and each Proposer shall cooperate fully in such investigations.

4-4 FINAL OFFERS AND AWARD OF AGREEMENT

Following any discussions with Proposers regarding their technical proposals, alternative approaches, or optional features, a number of the firms may be requested to submit best and final offers. The committee will rank the final Proposers for the project, giving due consideration to the established evaluation criteria. The committee will propose award to the proposal which is found to be most advantageous to the University, based on the factors set forth in the Request for Proposals.

SECTION 5 - EVALUATION PROCESS

The University reserves the right to reject any or all proposals, or portions thereof. The selection of a successful Proposer, if any, will be made based upon which proposal the University determines would best meet its requirements and needs.

5-1 EVALUATION CRITERIA

The evaluation criteria are listed below:

1. Qualifications and Breadth of Services
2. Experience
3. Technical and Managerial Strength
4. Strengths specific to University of Idaho specific focus and needs
5. Price
6. References

Not necessarily listed in order of importance.

SECTION 6 - GENERAL CONTRACTUAL TERMS AND CONDITIONS

6-1 AGREEMENT TERMS AND CONDITIONS

The submission of a proposal herein constitutes the agreement of any Proposer that any Agreement to be drawn as the result of an award herein shall be prepared by the University and shall include at a minimum, all terms and conditions set forth in this RFP. The submission of a proposal shall further constitute the agreement of each Proposer that it will not insist on the use of standard contract agreements, documents, or forms, and that it waives any demand for the use of its standard agreements. The Agreement between the parties shall consist of, in order of precedence: the agreement document signed by the Parties subsequent to submission of the proposal, and any attachments thereto and incorporations therein, the terms and conditions in the RFP, and the Proposer's response to the RFP.

6-2 ASSIGNMENT

No assignment of this Agreement or of any right accruing under this Agreement shall be made, in part or in whole, by Contractor without the written consent of the University. Notwithstanding any assignment, Contractor shall remain fully liable on this Agreement and shall not be released from performing any of the terms, covenants, and conditions of this Agreement.

6-3 TERMINATION FOR CONVENIENCE

The University may terminate this Agreement, in whole or in part, at any time by written notice to the Contractor. The Contractor shall be paid its reasonable costs, including reasonable close-out costs and a reasonable profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim for payment. If the Contractor has any property in its possession belonging to the University, the Contractor will account for the same and dispose of it in the manner the University directs.

6-4 TERMINATION FOR DEFAULT

If the Contractor does not deliver the materials in accordance with the Contract delivery schedule, or if the Contract is for services and the Contractor fails to perform in the manner called for in the Contract, or if the Contractor fails to comply with any other provisions of the Contract, the University may terminate this Contract for default. Termination shall be effected by serving on the Contractor a notice of termination setting forth the manner in which the Contractor is in default. The Contractor will be paid a reasonable price for materials delivered and accepted, or services performed in accordance with the manner of performance set forth in the Contract.

6-5 APPLICABLE LAW AND FORUM

This Agreement shall be construed in accordance with, and governed by the laws of the State of Idaho. Any legal proceeding related to this Agreement shall be instituted in the courts of the county of Latah, state of Idaho, and Contractor agrees to submit to the jurisdiction of such courts.

6-6 LAWS, REGULATIONS AND PERMITS

The Contractor shall give all notices required by law and comply with all applicable Federal, State, and local laws, ordinances, rules and regulations relating to the conduct of the work. The Contractor shall be liable for all violations of the law in connection with work furnished by the Contractor, including the Contractor's subcontractors.

6-7 GENERAL QUALITY

All of the Contractor's work shall be performed with the highest degree of skill and completed in accordance with the Agreement Documents.

6-8 PROOF OF COMPLIANCE WITH AGREEMENT

In order that the University may determine whether the Contractor has complied with the requirements of the Agreement Documents, the Contractor shall, at any time when requested, submit to the University properly authenticated documents or other satisfactory proofs as to compliance with such requirements.

6-9 PAYMENT AND ACCEPTANCE

Except as otherwise provided herein, payments shall be due and payable within (30) days after acceptance of such goods or services or after receipt of properly completed invoice, whichever is later. No advance payment shall be made for goods or services furnished pursuant to this Agreement.

6-10 CONTINUATION DURING DISPUTES

The Contractor agrees that notwithstanding the existence of any dispute between the parties, insofar as possible under the terms of the Agreement to be entered into, each party will continue to perform the obligations required of it during the continuation of any such dispute, unless enjoined or prohibited by any court.

6-11 SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application; to this end the terms and conditions of this Agreement are declared severable.

6-12 INTEGRATION

This Agreement constitutes the entire Agreement between the parties. No change thereto shall be valid unless in writing communicated in the stipulated manner, and signed by the University and the Contractor.

6-13 BINDING EFFECT

This Agreement is for the benefit only of the parties hereto and shall inure to the benefit of and bind the parties hereto and their respective heirs, legal representatives, successors, and assigns.

6-14 APPROPRIATIONS CLAUSE

If the term of this Agreement is longer than one year, the University's obligations and liabilities hereunder are subject to the appropriation of funds from the State of Idaho, which appropriation shall be in the State of Idaho's sole discretion, from revenues legally available to the University for the ensuing fiscal year for the purposes of this Agreement. If the State of Idaho does not appropriate the funds for the purpose of this Agreement, the Agreement shall terminate and neither party shall have any further obligations hereunder.

6-15 IRS SECTION 501(C)(3) AND SECTION 115 CONSIDERATIONS

If any provision of this Agreement may cause the University to lose its status as an Internal Revenue Code Section 501(c)(3) corporation, this Agreement shall be voidable. In the alternative, at the sole option of the University, the offending provision(s) shall be modifiable such that the provision(s) will no longer cause the University to lose its status as a 501(c)(3) corporation. The terms of the modification shall be subject to agreement in writing by all parties.

6-16 COMPLIANCE WITH GOVERNOR'S EXECUTIVE ORDER

In the event any provision of this Agreement shall cause the University to be in violation of any of the Governor of Idaho's Executive Orders, then this Agreement shall be voidable at the sole option of the University.

6-17 NON-USE OF NAMES AND TRADEMARKS

Contractor shall not use the name, trade name, trademark, or other designation of the University, or any contraction, abbreviation, or simulation any of the foregoing, in any advertisement or for any commercial or promotional purpose (other than in performing under this Agreement) without the University's prior written consent in each case.

6-18 CONTRACTOR REPRESENTATIONS

Contractor represents and warrants the following: (a) that it is financially solvent, able to pay its debts as they mature, and possessed of sufficient working capital to provide the equipment and goods, complete the services, and perform its obligations required hereunder; (b) that it is able to furnish any of the plant, tools, materials, supplies, equipment, and labor required to complete the services required hereunder and perform all of its obligations hereunder and has sufficient experience and competence to do so; (c) that it is authorized to do business in Idaho, properly licensed by all necessary governmental and public and quasi-public authorities having jurisdiction over it and the services, equipment, and goods required hereunder, and has or will obtain all licenses and permits required by law; and (d) that it has visited the site of the project and familiarized itself with the local conditions under which this Agreement is to be performed.

6-19 REGENTS' APPROVAL

This Agreement may be subject to approval by the Regents of the University of Idaho, and if it is and if such approval is not granted this Agreement shall be void and neither party shall have any further obligations or liabilities hereunder.

6-20 SURVIVAL OF TERMS

The terms and provisions hereof, and all documents being executed hereunder, if any, including, without limitation, the representations and warranties, shall survive this Agreement and shall remain in full force and effect thereafter.

6-21 HEADINGS

The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation hereof.

6-22 ADDITIONAL ACTS

Except as otherwise provided herein, in addition to the acts and deeds recited herein and contemplated to be performed, executed and/or delivered by the parties, the parties hereby agree to perform, execute and/or deliver or cause to be performed, executed and/or delivered any and all such further acts, deeds and assurances as any party hereto may reasonably require to consummate the transaction contemplated hereunder.

6-23 TIME OF ESSENCE

All times provided for in this Agreement, or in any other document executed hereunder, for the performance of any act will be strictly construed, time being of the essence.

6-24 WAIVER

No covenant, term or condition or the breach thereof shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be

deemed to be a waiver of any other covenant, term or condition herein. Acceptance by a party of any performance by another party after the time the same shall have become due shall not constitute a waiver by the first party of the breach or default of any such covenant, term or condition unless otherwise expressly agreed to by the first party in writing.

6-25 FORCE MAJEURE

Any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain labor or materials or reasonable substitutes therefore, governmental restrictions, governmental regulations, governmental controls, enemy or hostile governmental action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform (except for financial ability), shall excuse the performance, except for the payment of money, by such party for a period equal to any such prevention, delay or stoppage.

6-26 NO JOINT VENTURE

Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or agency relationship between the parties.

6-27 INFORMATION TRUE AND CORRECT

All documents, agreements and other information provided to the University by Contractor or which Contractor has caused to be provided to the University are true and correct in all respects and do not omit to state any material fact or condition required to be stated, necessary to make the statement or information not misleading, and there are no other agreements or conditions with respect thereto.

6-28 EQUAL OPPORTUNITY

Contractor represents and agrees that it will not discriminate in the performance of this Agreement or in any matter directly or indirectly related to this Agreement on the basis of race, sex, color, religion, national origin, disability, ancestry, or status as a Vietnam veteran. This non-discrimination requirement includes, but is not limited to, any matter directly or indirectly related to employment. Breach of this covenant may be regarded as a material breach of Agreement.

6-29 CONFIDENTIALITY

The parties hereto agree that the terms and conditions of this Agreement shall be held in confidence except as required by or for applicable disclosure laws, financing sources, enforcement of the Agreement, mergers and acquisitions, or as otherwise mutually agreed by the Parties, and such agreement shall not be withheld unreasonably.

6-30 UNIVERSITY'S RULES, REGULATIONS, AND INSTRUCTIONS

Contractor will follow and comply with all rules and regulations of the University and the reasonable instructions of University personnel. The University reserves the right to require the removal of any worker it deems unsatisfactory for any reason.

SECTION 7 – INDEMNITY, RISKS OF LOSS, INSURANCE

7-1 RISK OF LOSS

Until all improvements, equipment, or goods to be provided under this Agreement are installed on property owned or controlled by University and working properly, Contractor and its subcontractors of any tier shall bear all risks of all loss or damage to the improvements, equipment, or goods, excluding loss or damage caused by acts, omissions, or negligence of the University. Once all improvements, equipment, or goods to be provided under this Agreement are installed on property owned or controlled by University and working properly, the risk of all loss or damage shall be borne by University, excluding loss or damage caused by acts, omissions, or negligence of the Contractor. Contractors shall require its subcontractors of any tier to bear the same risk of loss and .

7-2 INDEMNIFICATION

Contractor shall indemnify, defend and hold the University and the State of Idaho harmless from and against any and all claims, losses, damages, injuries, liabilities and all costs, including attorneys fees, court costs and expenses and liabilities incurred in or from any such claim, arising from any breach or default in the performance of any obligation on Contractor's part to be performed under the terms of this Agreement, or arising from any act, negligence or the failure to act of Contractor, or any of its agents, subcontractors, employees, invitees or guests. Contractor, upon notice from the University, shall defend the University at Contractor's expense by counsel reasonably satisfactory to the University. Contractor, as a material part of the consideration of the University, hereby waives all claims in respect thereof against the University.

Contractor shall: (a) notify the University in writing as soon as practicable after notice of an injury or a claim is received; (b) cooperate completely with the University and/or the University's insurers in the defense of such injury or claim; and (c) take no steps such as admission of liability which would prejudice the defense or otherwise prevent the University from protecting the University's interests.

7-3 Insurance

7.3.1 General Requirements

7.3.1.1 Contractor and its subcontractor(s) of any tier are required to carry the types and limits of insurance shown in this insurance clause, section 8.0, and to provide University with a Certificate of Insurance ("certificate"). All certificates shall be coordinated by the Contractor and provided to the University within seven (7) days of the signing of the contract by the Contractor. Certificates shall be executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below. All certificates shall provide for thirty (30) days' written notice to University prior to cancellation, non-renewal, or other material change of any insurance referred to therein as evidenced by return receipt of United States certified mail. Said certificates shall evidence compliance with all provisions of this section 7.3. Exhibit A of this Agreement contains a Request for Certificate of Insurance which shall be given to the insurance broker or agent of the Contractor and its subcontractor(s) of any tier, upon award of bid to Contractor.

7.3.1.2 Additionally and at its option, Institution may request certified copies of required policies and endorsements. Such copies shall be provided within (10) ten days of the Institution's request.

7.3.1.3 All insurance required hereunder shall be maintained in full force and effect with insurers with Best's rating of AV or better and be licensed and admitted in Idaho. All policies required shall be written as primary policies and not contributing to nor in excess of any coverage University may choose to maintain. Failure to maintain the required insurance may result in termination of this Agreement at University's option.

7.3.1.4 All policies except Workers Compensation and Professional Liability shall name University as Additional Insured. The Additional Insured shall be stated as: "State of Idaho and The Regents of the University of Idaho". Certificate Holder shall read: "University of Idaho." Certificates shall be mailed to: University of Idaho, Risk Management, P.O. Box 443162, Moscow, ID 83844-3162.

7.3.1.5 Failure of University to demand such certificate or other evidence of full compliance with these insurance requirements or failure of Institution to identify a deficiency from evidence that is provided shall not be construed as a waiver of the obligation of Contractor and its subcontractor(s) of any tier to maintain such insurance.

7.3.1.6 No Representation of Coverage Adequacy. By requiring insurance herein, University does not represent that coverage and limits will necessarily be adequate to protect Contractor and its subcontractor(s) of any tier, and such coverage and limits shall not be deemed as a limitation on the liability of the Contractor and its subcontractor(s) of any tier under the indemnities granted to University in this Agreement.

8.1.7 Contractor is responsible for coordinating the reporting of claims and for the following: (a) notifying the Institution in writing as soon as practicable after notice of an injury or a claim is received; (b) cooperating completely with University in the defense of such injury or claim; and (c) taking no steps (such as admission of liability) which will prejudice the defense or otherwise prevent the University from protecting its interests.

7.3.2 Required Insurance Coverage.

Contractor and its subcontractor(s) of any tier shall at its own expense obtain and maintain:

7.3.2.1 Commercial General and Umbrella / Excess Liability Insurance. Contractor and its subcontractor(s) of any tier shall maintain Commercial General Liability ("CGL") written on an occurrence basis and with a limit of not less than \$1,000,000 each occurrence and in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately by location and shall not be less than \$1,000,000. CGL insurance shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under a contract including the tort liability of another assumed in a business contract. Waiver of subrogation language shall be included. If necessary to provide the required limits, the Commercial General Liability policy's limits may be layered with a Commercial Umbrella or Excess Liability policy.

7.3.2.2 Commercial Auto Insurance. Contractor and its subcontractor(s) of any tier shall maintain a Commercial Auto policy with a Combined Single Limit of not less than \$1,000,000; Underinsured and Uninsured Motorists limit of not less than \$1,000,000; Comprehensive; Collision; and a Medical Payments limit of not less than \$10,000. Coverage shall include Non-Owned and Hired Car coverage. Waiver of subrogation language shall be included.

7.3.2.3 Business Personal Property. Contractor and its subcontractor(s) of any tier shall purchase insurance to cover Business Personal Property of Contractor and its subcontractor(s) of any tier. In no event shall University be liable for any damage to or loss of personal property sustained by Contractor, even if such loss is caused by the negligence of Institution, its employees, officers or agents. Waiver of subrogation language shall be included.

7.3.2.4 Workers' Compensation. Contractor and its subcontractor(s) of any tier shall maintain all coverage statutorily required of the Contractor and its subcontractor(s) of any tier, and coverage shall be in accordance with the laws of Idaho. Contractor and its subcontractor(s) of any tier shall maintain Employer's Liability with limits of not less than \$100,000 / \$500,000 / \$100,000.

7.3.2.4 Professional Liability. If professional services are supplied to Institution, Contractor and its subcontractor(s) of any tier, Contractor and its subcontractor(s) of any tier shall maintain Professional Liability (Errors & Omissions) insurance on a claims made basis, covering claims made during the policy period and reported within three years of the date of occurrence. Limits of liability shall be not less than one million dollars (\$1,000,000).

**UNIVERSITY OF IDAHO
GENERAL TERMS AND CONDITIONS**

1. THIS ORDER EXPRESSLY LIMITS ACCEPTANCE TO THE TERMS AND CONDITIONS STATED HEREIN. ALL ADDITIONAL OR DIFFERENT TERMS PROPOSED BY CONTRACTOR ARE OBJECTED TO AND ARE HEREBY REJECTED, UNLESS OTHERWISE PROVIDED FOR IN WRITING BY THE PURCHASING MANAGER, UNIVERSITY OF IDAHO.
2. CHANGES: No alteration in any of the terms, conditions, delivery, price, quality, quantity or specifications of this order will be effective without the written consent of the University of Idaho Department of Purchasing Services.
3. PACKING: No charges will be allowed for special handling, packing, wrapping, bags, containers, etc., unless otherwise specified.
4. DELIVERY: For any exceptions to the delivery date as specified on the order, Contractor shall give prior notification and obtain approval thereto from the University of Idaho Department of Purchasing Services. With respect to delivery under this order, time is of the essence and order is subject to termination for failure to deliver within the timeframe specified in this order.
5. SHIPPING INSTRUCTIONS: Unless otherwise instructed, all goods are to be shipped prepaid and allowed, FOB Destination.
6. ORDER NUMBERS: Agreement order numbers or purchase order numbers shall be clearly shown on all acknowledgments, shipping labels, packing slips, invoices, and on all correspondence.
7. REJECTION: All goods, materials, or services purchased herein are subject to approval by the University of Idaho. Any rejection of goods, materials, or services resulting from nonconformity to the terms, conditions or specifications of this order, whether the goods are held by the University of Idaho or returned, will be at Contractor's risk and expense.
8. QUALITY STANDARDS: Brand names, models, and specifications referenced in herein are meant to establish a minimum standard of quality, performance, or use required by the University. No substitutions will be permitted without written authorization of the University of Idaho Department of Purchasing Services.
9. WARRANTIES: Contractor warrants that all products delivered under this order shall be new, unless otherwise specified, free from defects in material and workmanship, and shall be fit for the intended purpose. All products found defective shall be replaced by the Contractor upon notification by the University of Idaho. All costs of replacement, including shipping charges, are to be borne by the Contractor.
10. PAYMENT, CASH DISCOUNT: Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoiced items are received and accepted, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized. Payment shall not be considered late if a check or warrant is available or mailed within the time specified.
11. LIENS, CLAIMS AND ENCUMBRANCES: Contractor warrants and represents that all the goods and materials delivered herein are free and clear of all liens, claims or encumbrances of any kind.
12. TERMINATION: In the event of a breach by Contractor of any of the provisions of this Agreement, the University of Idaho reserves the right to cancel and terminate this Agreement forthwith upon giving written notice to the Contractor. Contractor shall be liable for damages suffered by the University of Idaho resulting from Contractor's breach of Agreement.
13. TRADEMARKS: Contractor shall not use the name, trade name, trademark, or any other designation of the University, or any contraction, abbreviation, adaptation, or simulation of any of the foregoing, in any advertisement or

for any commercial or promotional purpose (other than in performing under this Agreement) without the University's prior written consent in each case.

14. **OSHA REGULATIONS:** Contractor guarantees all items, or services, meet or exceed those requirements and guidelines established by the Occupational Safety and Health Act.
15. **TAXES:** The University of Idaho is exempt from payment of Idaho State Sales and Use Tax. In addition, the University is generally exempt from payment of Federal Excise Tax under a permanent authority from the District Director of the Internal Revenue Service. Exemption certificates will be furnished as required upon written request by Contractor. If Contractor is required to pay any taxes incurred as a result of doing business with the University of Idaho, it shall be solely responsible for the payment of those taxes. If Contractor is performing public works construction, it shall be responsible for payment of all sales and use taxes.
16. **BINDING EFFECT:** This Agreement is for the benefit only of the parties hereto and shall inure to the benefit of and bind the parties and their respective heirs, legal representatives, successors and assigns.
17. **ASSIGNMENTS:** No Agreement, order, or any interest therein shall be transferred by Contractor to any other party without the approval in writing of the Purchasing Manager, University of Idaho. Transfer of an Agreement without approval may cause the rescission of the transferred Agreement at the option of the University of Idaho.
18. **WAIVER:** No covenant, term or condition, or the breach thereof, shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition herein. Acceptance by a party of any performance by another party after the time the same shall have become due shall not constitute a waiver by the first party of the breach or default unless otherwise expressly agreed to in writing.
19. **FORCE MAJEURE:** Any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain labor or materials or reasonable substitutes thereof, governmental restrictions, governmental regulations, governmental controls, enemy or hostile governmental action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform (except for financial ability), shall excuse the performance by such party for a period equal to any such prevention, delay or stoppage.
20. **NO JOINT VENTURE:** Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment or agency relationship between the parties.
21. **PRICE WARRANTY FOR COMMERCIAL ITEMS:** Contractor warrants that prices charged to the University of Idaho are based on Contractor's current catalog or market prices of commercial items sold in substantial quantities to the general public and prices charged do not exceed those charged by Contractor to other customers purchasing the same item in like or comparable quantities.
22. **NONDISCRIMINATION:** Contractor represents and agrees that it will not discriminate in the performance of this Agreement or in any matter directly or indirectly related to this Agreement on the basis of race, sex, color, religion, national origin, disability, ancestry, or status as a Vietnam veteran. This non-discrimination requirement includes, but is not limited to, any matter directly or indirectly related to employment. Breach of this covenant may be regarded as a material breach of Agreement.
23. **UNIVERSITY REGULATIONS:** Contractor shall follow and comply with all rules and regulations of the University and the reasonable instructions of University personnel.
24. **GOVERNING LAW:** This Agreement shall be construed in accordance with, and governed by the laws of the State of Idaho. Any legal proceeding related to this Agreement shall be instituted in the courts of the county of Latah, state of Idaho, and Contractor agrees to submit to the jurisdiction of such courts.

UNIVERSITY OF IDAHO - REQUEST FOR PROPOSAL

Exhibit A – Request for Certificate of Insurance from Contractor*

***If bid is awarded to Contractor**

Page 1 of 2

Give this form to your insurance agent / broker

Agents/ Brokers: RETURN A COPY OF THESE INSTRUCTIONS WITH YOUR CERTIFICATE.

Certificates without a copy of these instructions will not be accepted.

Contractor and its subcontractors of any tier (“Insured”) are required to carry the types and limits of insurance shown in this Request, and to provide University of Idaho (“Certificate Holder”) with a Certificate of Insurance within seven (7) days of the signing of this Contract.

- Certificate Holder shall read:

State of Idaho and the Regents of the University of Idaho
Attn: Risk Management
P.O. Box 443162
Moscow, ID 83844-3162

- Description area of certificate shall read: Attn: Contract for Services
- All certificates shall provide for thirty (30) days’ written notice to Certificate Holder prior to cancellation or material change of any insurance referred to in the certificate.
- All insurers shall have a Best’s rating of AV or better and be licensed and admitted in Idaho.
- All policies required shall be written as primary policies and not contributing to nor in excess of any coverage Certificate Holder may choose to maintain.
- All policies (except Workers Compensation and Professional Liability) shall name the following as Additional Insured: The Regents of the University of Idaho, a public corporation, state educational institution, and a body politic and corporate organized and existing under the Constitution and laws of the state of Idaho.
- Failure of Certificate Holder to demand a certificate or other evidence of full compliance with these insurance requirements or failure of Certificate Holder to identify a deficiency from evidence that is provided shall not be construed as a waiver of Insured’s obligation to maintain such insurance.
- Failure to maintain the required insurance may result in termination of this grant or contract at the Certificate Holder’s option.
- By requiring this insurance, Certificate Holder does not represent that coverage and limits will necessarily be adequate to protect Insured, and such coverage and limits shall not be deemed as a limitation on Insured’s liability under the terms of the grant or contract.
- A copy of this certificate request must be sent with the Certificate.

UNIVERSITY OF IDAHO - REQUEST FOR PROPOSAL

Exhibit A – Request for Certificate of Insurance from Contractor****If bid is awarded to Contractor****Page 2 of 2**

Required Insurance Coverage. Insured shall obtain insurance of the types and in the amounts described below.

- Commercial General and Umbrella Liability Insurance. Insured shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence and in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately by location and shall not be less than \$1,000,000. CGL insurance shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract including the tort liability of another assumed in a business contract. Waiver of subrogation language shall be included. If necessary to provide the required limits, the Commercial General Liability policy's limits may be layered with a Commercial Umbrella or Excess Liability policy.
- Commercial Auto Insurance. Insured shall maintain a Commercial Automobile Policy with a Combined Single Limit of not less than \$1,000,000; Underinsured and Uninsured Motorists limit of not less than \$1,000,000; Comprehensive; Collision; and a Medical Payments limit of not less than \$5,000. Coverage shall include Non-Owned and Hired Car coverage. Waiver of subrogation language shall be included.
- Business Personal Property and/or Personal Property. Insured shall purchase insurance to cover Insured's personal property. In no event shall Certificate Holder be liable for any damage to or loss of personal property sustained by Insured, whether or not insured, even if such loss is caused by the negligence of Certificate Holder, its employees, officers or agents.
- Workers' Compensation. Where required by law, Insured shall maintain all statutorily required Workers Compensation coverages. Coverage shall include Employer's Liability, at minimum limits of \$100,000 / \$500,000 / \$100,000.
- Professional Liability. If professional services are supplied to the Institution, Insured shall maintain Professional Liability (Errors & Omissions) insurance on a claims made basis, covering claims made during the policy period and reported within three years of the date of occurrence. Limits of liability shall be not less than one million dollars (\$1,000,000).

If you have additional questions, please contact:

Carry Salonen, Risk Specialist, University of Idaho.
 PH (208) 885-7177. FAX (208) 885-9490
 csalonen@uidaho.edu

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

3. Acquisition of Personal Property and Services

a. Purchases of equipment, data processing software and equipment, and all contracts for consulting or professional services either in total or through time purchase or other financing agreements, between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval by the executive director. The executive director must be expressly advised when the recommended bid is other than the lowest qualified bid. Purchases exceeding five hundred thousand dollars (\$500,000) require prior Board approval.

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UNIVERSITY OF IDAHO

SUBJECT

Site Lease and Acquisition Agreement in Coeur d'Alene

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Policies and Procedures Section V.I.2.d

BACKGROUND

Since 2002 the Board of Regents of the University of Idaho has leased approximately seven acres with an office building along the Spokane River in Coeur d'Alene known as Harbor Center. This property has been used to provide higher education programs in northern Idaho by the University of Idaho as well as LCSC, ISU, and BSU. However, the current arrangement does not provide a long term real estate interest sufficient to justify capital investments in facilities and location-dependent programs. Space is currently fully utilized and thus more space will be needed to facilitate expansion of programs by all of the institutions. UI has been pursuing acquisition of this property for several years, but due to various and changing land use considerations around the North Idaho College (NIC) neighborhood and the differences between land use master planning and actual ownership and control, UI has previously been unable to secure the long term real estate entitlement it needs to more completely serve this part of the State. To resolve this situation, UI is proposing a real estate transaction providing an immediate and long term real estate interest, but also providing the flexibility to utilize other land more proximate to NIC that may become available in the future.

DISCUSSION

The proposed agreement establishes a 99 year site lease for the Harbor Center land and buildings to UI for \$1.3 million. This land is proximate to NIC and downtown Coeur d'Alene. The lease prohibits UI from unilaterally constructing new buildings on this property prior to at least January 1, 2011, but provides UI with rights to make improvements to the Harbor Center Building upon execution of the lease. If the property adjacent to NIC does not become available with the utility and service infrastructure necessary for UI to eventually construct new buildings immediately adjacent to the NIC campus, then UI shall maintain its leasehold rights at Harbor Center with an option for a second 99 year term at no additional cost.

If the property immediately adjoining NIC does become available by January 1, 2011 and utility and service infrastructure are developed as necessary for UI to construct new buildings on a 2.5 acre portion at that location, the City of Coeur d'Alene shall convey the fee interest to that parcel to the Board of Regents at no additional cost. The parcel must be conveyed with sufficient site infrastructure to

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

ensure UI's new buildings may be constructed at or below the cost for constructing similar buildings at the Harbor Center site.

With conveyance of the 2.5 acre parcel immediately adjoining NIC, the existing 99 year ground lease for the Harbor Center building and grounds shall terminate on the date of conveyance of the fee interest in the mill site property to UI, and be replaced with a facility lease for the existing Harbor Center Building and parking areas at no additional cost. This facility lease shall terminate on June 30, 2107.

The acquisition of the Harbor Center property will allow UI to continue to provide space for UI programs as well as those offered by other state institutions. The adjacency of this land and facility to North Idaho College is a major advantage since it provides the ability to leverage the existing extensive facilities of NIC and to develop collaborative joint programs with NIC faculty and staff. The collaboration of the co-located institutions increases local access to students at all levels of higher education. The University has analyzed the proposed site against other potential locations in Kootenai County, including Post Falls, and has concluded that this site near NIC is best based on academic and cost considerations (see Attachment 2).

IMPACT

The submitted site lease and acquisition agreement establishes a rent/purchase price of \$1.3 million to secure any of the options described above. The University has commissioned an appraisal of the Harbor Center site and the mill site to ensure the proposed lease/acquisition price does not exceed fair market value. Initially operating costs caused by the transaction will reflect a continuation of existing programs until such time as program and facility expansions are approved and implemented.

ATTACHMENTS

Attachment 1–Proposed Lease and Acquisition Agreement
Attachment 2–Matrix of Location Comparisons

Page 5
Page 25

STAFF COMMENTS AND RECOMMENDATIONS

For \$1.3 million, the University secures a 99 year lease to the Harbor Center Building. Additionally for that \$1.3 million, the University secures either 1) a 99 year ground lease for a total of over seven acres of surrounding land (with a no-cost option to extend this lease for a second 99 year term) or 2) in addition to the 99 year Harbor Center Building and parking area lease, the University secures a fee interest in 2.5 acres of land next to NIC.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

At agenda preparation time, the University advised board staff that the appraisal came in at \$1,960,000 and the appraisal document will be available for Board review at the June Board meeting.

Staff recommends approval.

BOARD ACTION

A motion to approve the site lease and acquisition agreement between the Board of Regents and the City of Coeur d'Alene and to authorize the University of Idaho's Vice President for Finance and Administration to execute the necessary documents in substantial conformance to the form submitted to the Board in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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SITE LEASE AND ACQUISITION AGREEMENT

THIS SITE LEASE (“**Lease**”) is made as of the ____ day of _____, 2008, between **City of Coeur d’Alene**, a municipal corporation (“**Landlord**”), and **The Board of Regents of the University of Idaho**, a body politic and corporate organized and existing under the laws and constitution of the State of Idaho (“**Tenant**”).

1. Leased Premises.

That certain property together with all buildings and improvements thereon located in the City of Coeur d’Alene, County of Kootenai, State of Idaho as shown on the diagram attached as **Exhibit “A”** (“**Leased Premises**”).

2. Term.

Landlord leases and Tenant rents the Leased Premises for a term of 99 years commencing on July 1, 2008 and terminating on June 30, 2107 (“**Term**”).

3. Rent.

3.1 Rent for Term of Lease shall be one million three hundred thousand dollars (\$1,300,000.00) and shall be paid to Landlord no later than September 30, 2008.

3.2 Rent payment shall be mailed to Landlord at the address provided in Article 11 (Notices) or as otherwise instructed by Landlord.

3.3 In addition to Rent, Tenant shall provide the following consideration to the Landlord:

- 1) Subject to Section 3.4, Tenant at Landlord’s request shall provide Landlord (without rent or utility charges) a separate sublease for continued use of the Landlord’s existing wastewater treatment lab

facility (as shown on the diagram attached as **Exhibit “B”**) for the term of this Lease. However, Landlord is responsible for paying and arranging janitorial and communication services utilized by this lab.

- 2) Tenant shall permit use of the Centennial Trail through Leased Premises by allowing public access, which shall be managed and maintained by Landlord, and public use of the seawall and boardwalk in a manner that is not disruptive to Tenant’s operations on Leased Premises.

3.4 For those portions of the Leased Premises that will be provided to Landlord pursuant to Sections 3.3(1 and 2); Sections 6.1, 9.3, and Articles 10 through 21 of this Lease shall apply; provided that, for application to this Section 3.4, the term “Landlord” in those sections shall mean Tenant, the term “Tenant” shall mean Landlord and the term “Leased Premises” shall mean the Wastewater treatment lab facility and the Centennial Trail.

4. Landlord’s Title.

4.1 Landlord covenants that Landlord has lawful title to the Leased Premises, including adequate vehicular access from Leased Premises to a developed public right of way. Landlord further covenants that Landlord has full right and authority to execute this Lease and grant Tenant all rights and privileges under this Lease, and that Tenant shall have quiet and peaceful possession and enjoyment of the Leased Premises.

4.2 Landlord hereby discloses that Landlord owns and operates a wastewater treatment facility adjacent to the Leased Premises, which facility is known to emit unpleasant odors. Provided that emissions from the facility comply with all applicable laws, rules and regulations, such emissions shall not constitute a breach of Tenant’s quiet enjoyment of the

Leased Premises under this Lease. Tenant shall not object to the continued operation of the adjacent wastewater treatment facility so long as Landlord manages that facility in accordance with industry standards used to reasonably minimize odor and disruption of adjoining properties.

5. Further Agreements.

5.1 Property Encumbrances. Landlord represents to Tenant that title to the Leased Premises is free and clear of all encumbrances, easements, assessments, restrictions, tenancies and other exceptions to title except the leases and encumbrances listed on the attached **Exhibit “C” (“Existing Leases and Encumbrances”)**. Landlord hereby covenants to advise Tenant of and give Tenant copies of all Existing Leases and Encumbrances of which Landlord has knowledge and of which Tenant is not a party. Landlord and Tenant hereby acknowledge that Leased Premises has been occupied by Tenant under the terms of a prior Master Lease and amendment since May 2002. As provided and permitted by that prior Master Lease and amendment, Tenant has subleased a portion of the Leased Premises and rent payable under those subleases shall continue to be payable to Tenant during the term of this Lease.

5.2 New Construction and Remodeling. Tenant is hereby authorized to construct, alter and expand new buildings on Leased Premises so long as each new building’s use is consistent with the restrictions described in Section 9.2 of this Lease. However, Tenant shall not construct new buildings on Leased Premises prior to January 1, 2011 without written consent of Landlord. Tenant is hereby authorized to remodel or otherwise alter the existing building at any time so long as such remodeling or alterations are reasonably deemed necessary by Tenant to improve the building’s function for those purposes described in Sections 9.1 and 9.2 of this Lease. Remodeling and alterations permitted by this Section shall be at Tenant’s expense and such work shall be performed in a workmanlike manner complying with all applicable rules and regulations.

5.3 Conveyance of Fee Interest of New Parcel. If Landlord (or other cooperating entity) by January 1, 2011 i) possess fee simple title to the parcel depicted in the attached **Exhibit “D” (“New Parcel”)** (subject to Tenant’s satisfaction with an adequate environmental assessment and commitment for title insurance issued by a title company authorized to do business in the State of Idaho) and has the authority to convey fee interest to Tenant, and ii) enters into a legally binding commitment to provide utility and service infrastructure at New Parcel necessary for Tenant to construct new buildings on New Parcel at or below the cost for constructing similar buildings on Leased Premises, then City (or other cooperating entity) shall convey New Parcel to Tenant. In the event of conveyance of fee interest of New Parcel to Tenant as provided herein, this Lease shall terminate on the date of conveyance of New Parcel to Tenant, and shall be replaced with a facility lease of the Harbor Center Building and existing developed parking areas for no additional rent and this facility lease shall terminate on June 30, 2107, and shall be subject to Sections 3.3 (1), 3.4, Article 4 and all terms of this Lease subsequent to this Article 5.

5.4 Failure to Convey Fee Interest of New Parcel. If Landlord (or other cooperating entity) does not by January 1, 2011, i) possess fee simple title to New Parcel (subject to Tenant’s satisfaction with an adequate environmental assessment and commitment for title insurance issued by a title company authorized to do business in the State of Idaho) and has the authority to convey fee interest to Tenant, and ii) enter into a legally binding commitment to provide utility and service infrastructure at New Parcel necessary for Tenant to construct new buildings on New Parcel at or below the cost for constructing similar buildings on Leased Premises, then this Lease shall continue as provided herein and Tenant shall additionally be entitled to an option to extend this Lease for a second Term that shall expire on June 30, 2206,

with no consideration, compensation, charges or other payment beyond Rent already paid in Section 3.1 of this Lease.

6. Maintenance, Repair, Casualty and Reversion of Building Improvements.

6.1 Maintenance and Repair. Subject to the covenants and representations of Landlord herein, Tenant accepts the Leased Premises in “as is” condition. Except as otherwise provided in Section 6.2, Tenant shall, at Tenant’s sole discretion, cost and expense, maintain, repair and replace as necessary all structures, equipment, systems and improvements on the Leased Premises and maintain, repair and replace, as deemed necessary by Tenant, all above and below ground utilities serving Leased Premises and the extension from the Leased Premises to such utility’s connection at the main line. Tenant shall repair and maintain the seawall boardwalk within the Leased Premises (which includes the decking, joists, and guardrails) along the seawall to a usable, safe, and attractive condition for pedestrian access. Landlord shall repair and maintain the seawall structure (which includes the piles, cabling and anchoring system). Landlord shall repair and maintain the covering of the seawall only to the extent needed to protect the seawall structure and Tenant may maintain, repair and replace the covering for cosmetic purposes so long as those cosmetic alterations are approved in writing by Landlord based on Landlord’s determination that such proposed alterations will not compromise the seawall structure. Landlord shall have no maintenance, repair or replacement responsibilities towards the Leased Premises, or any part thereof, except as explicitly provided above and in Section 3.4.

6.2 Damage or Destruction. In the event of material damage to or destruction of the improvements to the Leased Premises by fire or other casualty, Tenant may (at Tenant’s sole discretion, cost and expense) repair, restore or rebuild the improvements to the Leased Premises so that upon completion of the repairs, restoration or construction, Tenant may again utilize the Leased

Premises in furtherance of Tenant's use, as described in Section 9.2. If the Tenant chooses not to repair the material damage or destroyed premises, and the Leased Premises are, in the sole opinion of the Tenant, no longer viable for the Tenant's intended use, the Tenant may terminate this lease upon written notification to the Landlord, and Tenant shall have no further obligations under this Lease except to restore the property to a safe and reasonably clean condition prior to termination. During the period of damage, destruction, repair, restoration or rebuilding, this Lease remains in effect and rent does not abate.

6.3 Reversion. At the end of any lease term provided by this Lease in which Landlord takes possession of Leased Premises from Tenant, Leased Premises shall be returned to Landlord in a clean and safe condition, and Landlord hereby acknowledges and accepts that any buildings may be functionally obsolete at the end of any term provided by this Lease. Tenant shall remove all personal property and fixtures that can be removed without unreasonable damage to the real property remaining. Upon reversion, Landlord shall take possession of all improvements to the real property (including but not limited to improvements made at the sole expense of Tenant during the Term of this Lease and as provided by this Lease) without compensation to Tenant.

7. Utility Charges.

Tenant agrees to pay all charges for electricity, gas, heat, water, telephone and other utility services used on the Leased Premises during the term of this Lease.

8. Indemnification and Insurance.

8.1 Subject to the limits of liability specified in Idaho Code 6-901 through 6-929, known as the *Idaho Tort Claims Act*, Landlord agrees to indemnify and hold harmless Tenant and its agents and assigns, from and against any and all claims, losses, damages, injuries,

liabilities, and costs, including reasonable attorneys' fees, court costs and expenses and liabilities incurred in or from any such claim, arising as a direct result of Landlord's possession, operations or performance under this Agreement and which are caused by the negligence of the Landlord. Landlord shall promptly notify the University of Idaho, Office of Risk Management, PO Box 443162, Moscow, Idaho 83844-3162 of any such claims of which it has knowledge and shall cooperate fully with Tenant or its representatives in the defense of the same. This indemnification does not apply to the extent that such claims, damages, costs, liabilities, and expenses are the result of negligent acts, errors, omissions or fault on the part of the Tenant, its agents or assigns.

8.2 Subject to the limits of liability specified in Idaho Code 6-901 through 6-929, known as the *Idaho Tort Claims Act*, Tenant agrees to indemnify and hold harmless Landlord, their agents and assigns, from and against any and all claims, losses, damages, injuries, liabilities, and costs, including attorneys' fees, court costs and expenses and liabilities incurred in or from any such claim, arising as a direct result of Tenant's possession, operations or performance under this Agreement and which are caused by the negligence of the Tenant. The Tenant shall promptly notify Landlord of any such claims of which it has knowledge and shall cooperate fully with Landlord or its representatives in the defense of the same. This indemnification does not apply when such claims, damages, costs, liabilities, and expenses are the result of negligent acts, errors, omissions or fault on the part of Landlord, its agents or assigns.

8.3 Landlord shall obtain and maintain such comprehensive public liability and property damage insurance or self-insurance as will protect it from claims for damages because of bodily injury, including death, or damages because of injuries or destruction or loss of use of

property, which may arise from its operations under this Agreement, whether such operations be by it or its agents or anyone directly or indirectly employed by Landlord. Landlord's liability coverage is provided through a self-funded liability program administered by the City of Coeur d'Alene. Limits of liability are five hundred thousand dollars (\$500,000) combined single limits.

8.4 Tenant shall obtain and maintain such comprehensive public liability and property damage insurance as will protect it from claims for damages because of bodily injury, including death, or damages because of injuries or destruction of loss of use of property, which may arise from its operations under this Agreement, whether such operations be by it or its agents or anyone directly or indirectly employed by Tenant. Tenant's liability coverage is provided through a self-funded liability program administered by the Office of Insurance Management. Limits of liability are five hundred thousand dollars (\$500,000) combined single limits. Tenant shall be solely responsible for fire and casualty insurance coverage for all structures on Leased Premises and for Tenant's personal property located on Leased Premises.

8.5 All insurance required under this section shall be maintained in full force and effect at each party's expense until this Agreement terminates. Certificates of insurance and/or evidence of financial responsibility will be provided to the other party upon request, and shall name the other party as additionally covered as appropriate.

9. Authorizations and Restrictions.

9.1 Tenant may not assign this Lease without Landlord's written approval, which approval shall not be withheld unreasonably. Tenant may at its sole discretion sublet portions of Leased Premises, so long as such sublease is related to furtherance of Tenant's educational, research or administrative activities, including but not limited to subleasing to other institutions of higher education or other agencies or entities in collaboration with the Tenant and its mission to

provide education, research, and outreach for the benefit of the State of Idaho. All subleases of the Leased Premises executed by Tenant and permitted by this Section shall be subject and subordinate to this Lease and Tenant, not Landlord, shall be responsible for enforcing its terms upon any subtenant.

9.2 During the term of this Lease, Tenant shall use good faith and reasonable efforts to utilize those portions of the Leased Premises occupied by Tenant or its subtenants in furtherance of Tenant's educational, research or administrative activities and Tenant's mission to provide education, research, and outreach for the benefit of the State of Idaho. Tenant's obligation to use the Leased Premises in furtherance of its education, research or administrative activities may be suspended by Tenant during (a) strikes, lockouts or other labor difficulties, fire or other casualty, condemnation, war, riot, insurrection, act of God, the requirements of any local, state or federal law, rule or regulation, or any other reason beyond the reasonable control of Tenant or other occupant of the Leased Premises, or (b) closure due to the restoration, construction, expansion, alteration or remodeling of any building or improvement on the Leased Premises.

9.3 Tenant may install in the Leased Premises such fixtures and equipment as Tenant deems desirable, and all of said items shall remain Tenant's personal property whether or not affixed to the Leased Premises. Tenant may remove Tenant's personal property from the Leased Premises at any time but shall repair any damage caused by such removal.

10. Default.

10.1 Either party shall be deemed to be in default upon the expiration of ninety (90) days from the receipt of written notice from the other party specifying the particulars in which such party has failed to perform the obligations of this Lease unless that party, prior to the expiration of said ninety (90) days, has rectified the particulars specified in the notice. However, such party shall

not be in default if such failure (except the failure to pay money) cannot be rectified within said ninety (90) day period and such party is using good faith and his best efforts to rectify the particulars.

10.2 If the defaulting party is Tenant, Landlord may decree the term ended and enter the Leased Premises. Landlord shall have the right to collect any rent which may thereafter become payable under any sublease.

10.3 The failure of a party to insist upon a strict performance of any of the terms, conditions and covenants herein shall not be deemed a waiver of any rights or remedies that said party may have, and shall not be deemed a waiver of any subsequent breach or default in the terms, conditions and covenants herein contained.

10.4 In addition to the remedies set forth in this Lease, Landlord and Tenant shall have all other remedies provided by law to the same extent as if fully set forth herein word for word. No remedy herein conferred upon, or reserved to Landlord or Tenant shall exclude any other remedy herein or by law provided, but each shall be cumulative.

11. Notices.

11.1 Any notice provided for herein shall be given by Registered or Certified United States Mail, postage prepaid, addressed, if to Landlord, to Landlord at City of Coeur d'Alene, 710 E. Mullan, Coeur d'Alene, Idaho 83816-3964, and, if to Tenant, to Tenant at University of Idaho, Moscow, Idaho 83844-3168, Attention: Vice President for Finance and Administration. The person and the place to which notices are to be mailed may be changed by either party by notice to the other.

11.2 Each party agrees that a copy of all notices which may be given hereunder shall also be given by certified mail to such other persons and at such places as either party may designate in writing.

12. Attorneys' Fees.

If either party to this Lease is required to initiate or defend litigation in any way connected with this Lease, the prevailing party in such litigation in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to a reasonable attorneys' fee. If either party to this Lease is required to initiate or defend litigation with a third party because of the violation of any term or provision of this Lease, or obligation of the other party to this Lease, then the party so litigating shall be entitled to reasonable attorneys' fees from the other party to this Lease. Attorneys' fees shall include attorneys' fees on any appeal. In addition, a party entitled to attorneys' fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and the discovery, travel, and all other necessary costs incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

13. Recording of Lease.

Tenant shall be responsible for recording this Lease in Kootenai County.

14. Article Headings.

The article headings of the Lease are inserted only for reference and do not affect the terms and provisions hereof.

15. Rights of Successors.

All of the rights and obligations under this Lease shall bind and inure to the benefit of the heirs, personal representatives, successors and assigns of the parties hereto.

16. Entire Agreement.

This is the entire agreement between the parties. It replaces and supercedes any and all oral agreements between the parties, as well as any prior writings.

17. Governing Law.

This lease will be governed and construed in accordance with the laws of the State of Idaho, and venue for any legal action shall be in Kootenai County.

18. Modification.

This lease may be modified only by a writing signed by the party against whom such modification is sought to be enforced.

19. Severability.

If any court determines that any provision of this lease is invalid or unenforceable, any invalidity or unenforceability will affect only that provision and will not make any other provision of this lease invalid or unenforceable and shall be modified, amended or limited only to the extent necessary to render it valid and enforceable as agreed upon by the Tenant and Landlord.

20. Equal Opportunity.

Each party agrees not to discriminate against any employee or applicant for employment in the performance of this Agreement, with respect to tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, sex, color, religion, national origin, disability, ancestry, or status as a Vietnam veteran. Breach of this covenant may be regarded as a material breach of this Agreement.

21. Non-Use of Names and Trademarks.

No party to this Agreement shall, without express written consent in each case, use any name, trade name, trademark, or other designation of any other party hereto (including contraction, abbreviation, or simulation) in advertising, publicity, promotional, or similar activities or context.

EXECUTED as of the date first above written.

LANDLORD:
City of Coeur d'Alene

TENANT:
The Board of Regents of the University of Idaho

By: _____
Sandi Bloem, Mayor

By: _____
Lloyd E. Mues,
Vice President, Finance & Administration

STATE OF IDAHO)
) ss.
County of _____)

On this ____ day of _____, 2008, before me, _____, a Notary Public in and for said State, personally appeared Sandi Bloem, known to me to be the Mayor of the City of Coeur d'Alene, a municipal corporation, that executed the within instrument or the person who executed the instrument on behalf of said municipal corporation, and acknowledged to me that such municipal corporation executed the same.

WITNESS MY HAND and official seal hereto affixed the day, month and year in this certificate first above written.

Notary Public for the State of Idaho
Residing at _____
My Commission Expires _____

STATE OF IDAHO)
) ss.
County of _____)

On this ____ day of _____, 2008, before me, _____,
a Notary Public in and for said State, personally appeared Lloyd E. Mues known to me to be
Vice President, Finance & Administration of **The Regents of the University of Idaho**, a body
politic and corporate organized and existing under the laws of the State of Idaho, that executed
the within instrument or the person who executed the instrument on behalf of said body politic,
and acknowledged to me that such body politic executed the same.

WITNESS MY HAND and official seal hereto affixed the day, month and year in this
certificate first above written.

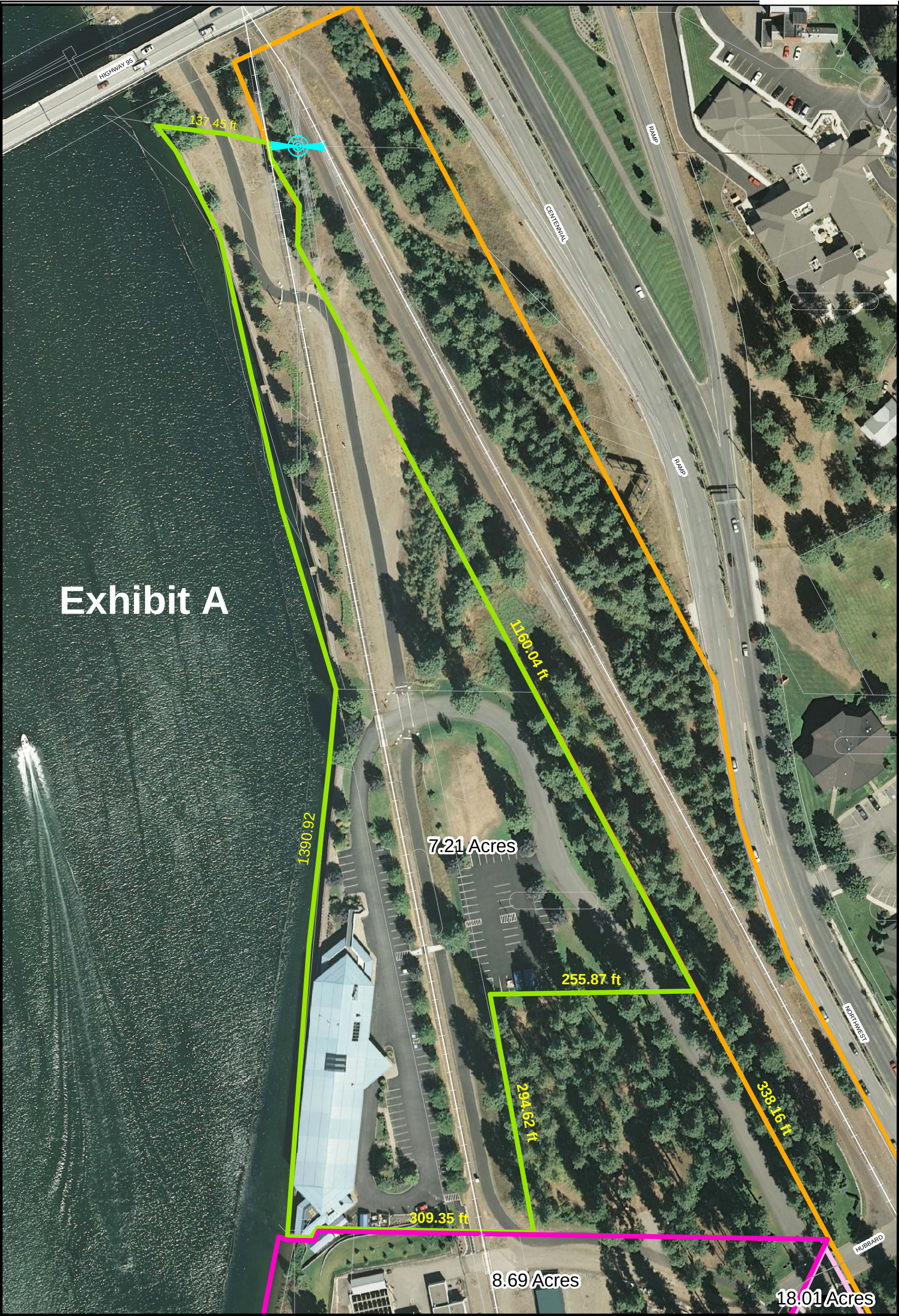
Notary Public for the State of Idaho
Residing at _____
My Commission Expires _____

List of Exhibits and Schedules:

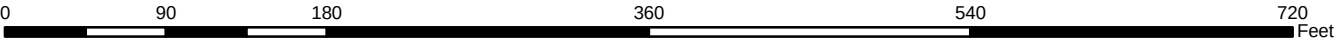
Exhibit "A" - Site Plan
Exhibit "B" Wastewater Treatment Lab Facility

Exhibit "C"- Existing Leases and Encumbrances
Exhibit "D"- Map of New Parcel



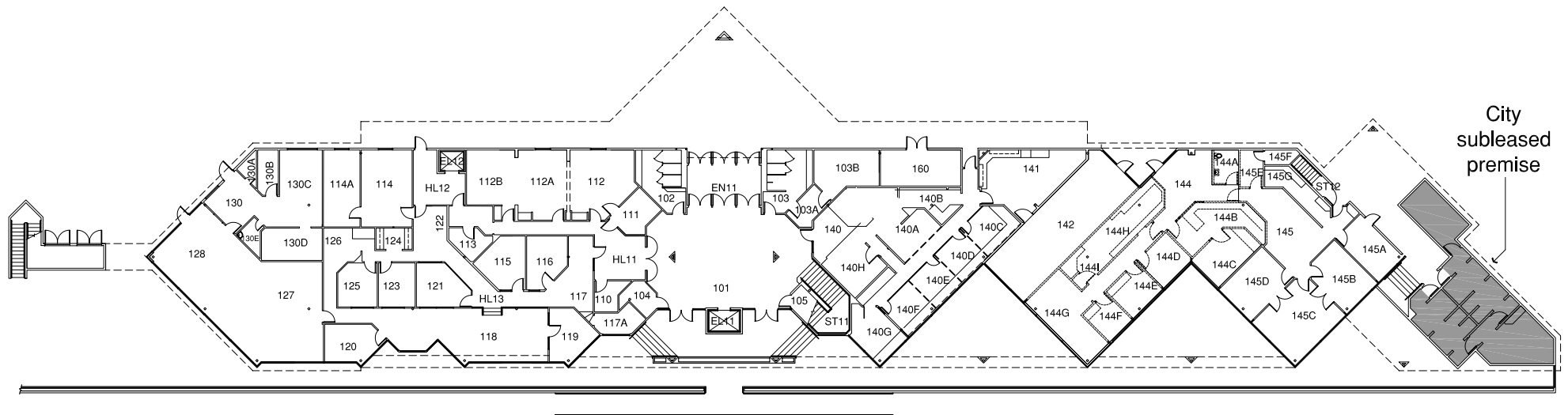


Leased Premises	Memorial Field	NIC Area	WWTP
LCDC	Mill Area	New NIC Parcel	BNSF



1 inch equals 107.5 feet

Map by Debbie Frisbie 5/29/08



#662 - Harbor Center, EXHIBIT 'B'

First Floor

EXHIBIT C

EXISTING LEASES AND ENCUMBRANCES

**THE FOLLOWING ARE THE EXISTING LEASES AND ENCUMBRANCES TO THE
LEASED PREMISES:**

- 1) The Leased Premises are subject to an easement withheld by and for the benefit of the Union Pacific Railroad Company as recorded in Kootenai County on September 15, 1997 as Instrument #1505371.

Exhibit D

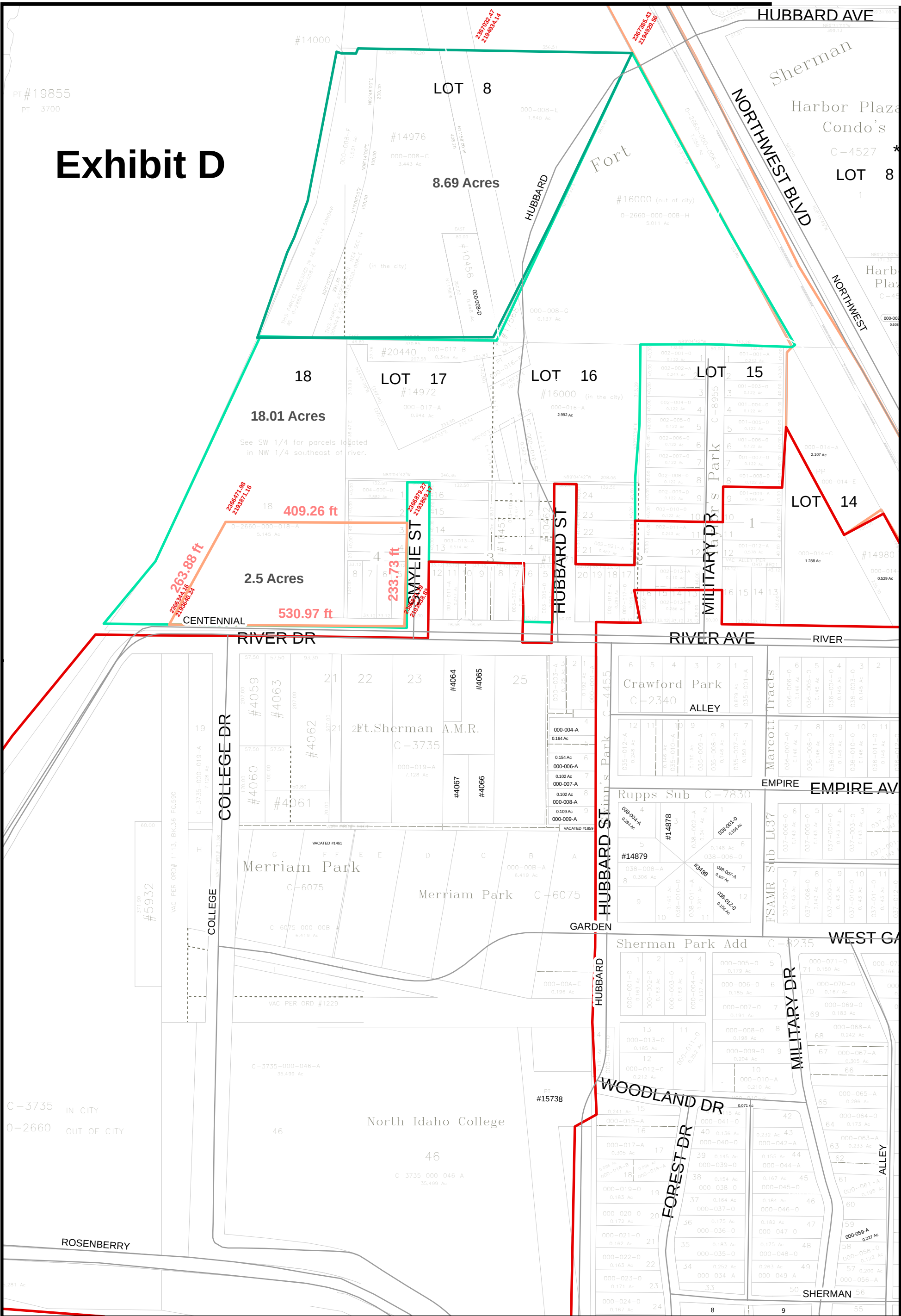
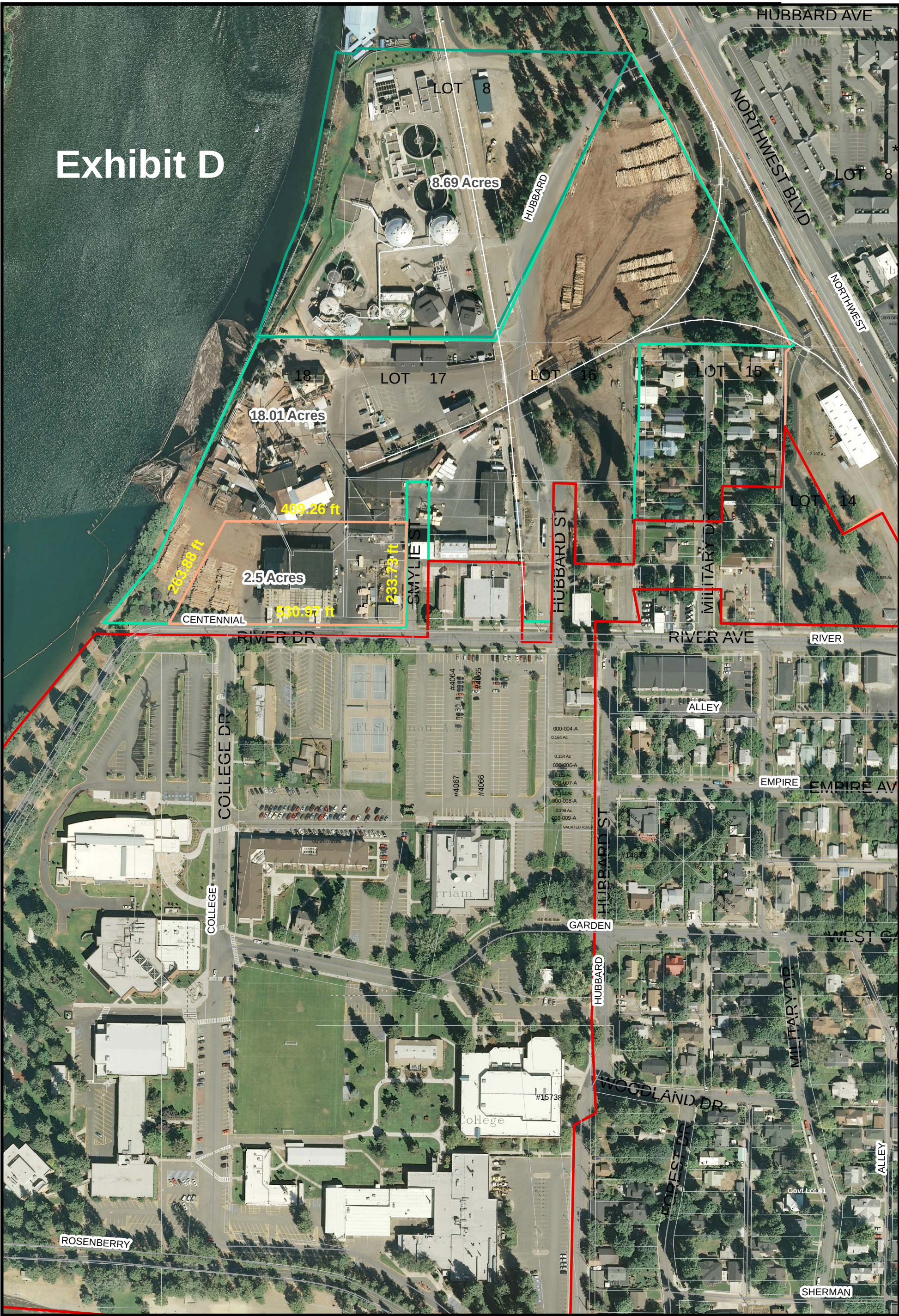


Exhibit D



- New Parcel
- WWTP
- Memorial Field
- BNSF
- NIC area
- Mill Area
- LCDC

0 130 260 520 780 1,040 Feet

1 inch equals 200 feet

Map by Debbie Frisbie 4/30/08

Location Comparisons for the University of Idaho in Northern Idaho

		Harbor Center (Coeur d'Alene)		Harbor Center & Mill Site (Coeur d'Alene)		UI Research Park (Post Falls)		Other Sites ¹	
Academic	UI Multiplier	Rating	Total	Rating	Total	Rating	Total	Rating	Total
Proximity to market/students (CDA, PF, Sandpoint, Kellogg, etc.)	3	2	6	2	6	1.5	4.5	1	3
Proximity to businesses and public and private organizations	3	3	9	3	9	2.5	7.5	2	6
Proximity to North Idaho College ²	4	4	16	5	20	1	4	1	4
Accessibility to student services ³	3	3	9	4	12	1	3	1	3
Existing building/infrastructure asset ⁴	4	4	16	4	16	2	8	1	4
Alumni/Donor support	3	3	9	3	9	2	6	1	3
Access to technology and other public infrastructure ⁵	2	3	6	3	6	3	6	1	2
Total			71		78		39		25

		Harbor Center	Harbor & Mill Site	UIRP Post Falls	Other Sites ¹
Costs					
Land		\$1,300,000	\$1,300,000	\$0	\$1,300,000
Cost for 30,000 sq ft building (\$300/sq ft)		\$0	\$0	\$7,500,000 ⁶	\$9,000,000
Cost to add an additional 30,000 sq ft building (\$300/sq ft)		\$9,000,000	\$9,000,000	\$9,000,000	\$9,000,000
Site preparation (\$80,000/acre)		\$0	\$0	\$400,000	\$400,000
Parking		\$100,000	\$200,000	\$100,000	\$200,000
Total Cost		\$10,400,000	\$10,500,000	\$17,000,000	\$19,900,000

¹Unspecified 10 acre site within 10 miles of NIC (Rathdrum, Post Falls, Coeur d'Alene). Market value projected to be \$3/sq ft.

It is anticipated that additional acreage will be needed to replicate the facilities and infrastructure available at the other specified sites

²NIC faculty, students, academic programs and facilities including classrooms and laboratories

³Library, counseling/advising, student union, auditorium, bookstore, exercise facilities, etc.

⁴Harbor Center site includes ~5 acres, a 30,000 sq. ft. existing building, and parking.

UI also owns 6000 sq ft of classrooms located nearby in the NIC Molstead Library.

⁵Access to computer and phone networks and transportation (roads, airport, bike paths)

⁶Although currently full, the existing Jacklin Science and Technology building at UIRP could have 5000 sq ft available in the next 3-5 years.

This reduces the building need to 25,000 square feet and thus cost to \$7.5 mill.

Rating Scales:

UI Multiplier (Based on a 5 point scale with 1 = low importance and 5 = high importance)

Based on the priorities of UI based on Strategic Vision and Values of the UI and priorities for UI programs in Northern Idaho.

Rating: (Based on a 5 point scale where 1= below average and 5 = outstanding)

Based on an evaluation of higher education values placed on rating categories without regard to a particular institution.

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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

2. Acquisition of Real Property

- d. Acquisition of an option, lease, or any other present or future interest in real property by or on behalf of an institution, school or agency requires prior Board approval if the term of the lease exceeds five (5) years or if the cost exceeds two hundred fifty thousand dollars (\$250,000) annually.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Assignment of intellectual property and related manufacturing mold to another public entity

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.M.3.

BACKGROUND

The Board of Regents, on behalf of the University of Idaho, claims ownership of any invention or patentable discovery arising from any work performed by an employee during the course of the employee's duties to the institution. See *Idaho State Board of Education Governing Policies & Procedures*, Section V.M. The intellectual property at issue here is U.S Patent 7,228,638 B2 and a related manufacturing mold. The University is seeking to assign this patent as well as the manufacturing mold to West Virginia University Research Corporation acting for the WVU Extension and Public Service Office (West Virginia).

DISCUSSION

The above-referenced technology was first disclosed to the University and the Research Foundation, Inc. (IRF) by Dr. Jeffrey Goodwin on January 16, 2004, and was entitled "De-Tail Device." Dr. Goodwin has since moved on and is now a faculty member at Colorado State University. The device was developed in conjunction with a national research project addressing the issue of appropriate tail docking of lambs, particularly the practice of docking 4-H, FFA and other livestock show lambs' tails too short. The project received no money from any private or federal governmental funding agency.

The IRF filed for provisional patent protection on April 28, 2004. The provisional was converted to a utility application on April 15, 2005. The patent was issued June 12, 2007, as U.S. Patent No. 7,228,638 B2.

West Virginia also was interested in the development of the DeTail Device and allocated \$16,500 to underwrite the cost of building a mold that embodied the design features of what became the patented invention. The IRF entered into an agreement with West Virginia on March 29, 2004 in which West Virginia assigned its ownership interest in the mold to the IRF. To reimburse West Virginia for its out-of-pocket costs, IRF agreed to remit to West Virginia 50% of any royalty income received until the cost of the mold was repaid.

IRF actively pursued commercialization of the technology and entered into a licensing agreement in September 2004. The licensee terminated its license in November 2007, citing slow sales.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

Other marketing efforts for the technology have been unsuccessful. Nasco, considered to be the primary distributor of supplies to 4-H and FFA organization across the nation, noted that although a problem exists with docking show lambs' tails too short, there is no nationwide mandate to enforce the recommended standard. Without enforcement, Nasco predicted sales would be insignificant.

As part of the IRF transition, the technology has been assigned to the University. The University's Office of Technology Transfer (OTT) has determined that there is limited opportunity for further commercialization of the technology. At the same time, West Virginia has expressed an interest in acquiring the technology and continuing to pursue marketing opportunities.

IMPACT

West Virginia is willing to undertake this project and is also willing to reimburse the University its patenting costs from royalties, if any, that are received through licensing. In addition, following recovery of costs, West Virginia is willing to provide the same percent of royalty income to the inventor as provided under the University's policy. The assignment of both the patent and the mold to West Virginia eliminates additional marketing costs, as well as maintenance fee costs associated with keeping the patent in force that the University would pay over the life of the patent. The assignment provides the best prospect for commercializing the technology to public benefit and returning revenue to the OTT to reimburse the patent fund.

ATTACHMENTS

Attachment 1 – Assignment and Reimbursement Agreement

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

The university is looking to reduce its costs related to this patent that currently has marginal marketability.

Staff recommends approval.

BOARD ACTION

A motion to approve the agreement between the University and West Virginia, in substantial conformance to the form submitted to the Board in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

ASSIGNMENT AND REIMBURSEMENT AGREEMENT
Between
University of Idaho
&
West Virginia University Research Corporation

This Reimbursement Agreement (hereinafter the "Agreement") is made and entered into this ____ day of _____, 2008, by and between the Regents of the University of Idaho a public corporation, state institution and a body politic and corporate organized and existing under the constitution and laws of the state of Idaho, Office of Technology Transfer, P.O. Box 443003, Morrill Hall 414, Moscow, ID 83844-3003 (hereinafter referred to as UI) and West Virginia University Research Corporation acting for the WVU Extension and Public Service Office, P.O. Box 6031, Morgantown, WV 26506-6031 (hereinafter referred to as WVU).

Whereas, the UI is the owner of a certain patent identified as U.S. Patent 7,228,638 B2 entitled 'Measurement Device' (hereinafter the Patent) that it has made efforts to commercialize since (date).

Whereas, WVU allocated funds in the amount of Sixteen-Thousand Five-Hundred Dollars (\$16,500) to underwrite the cost of building a mold that embodies the design features identified as the Patent in order to produce copies of the molded object for eventual commercial sale and distribution to the public benefit.

Whereas, WVU assigned to UI its right, title and interest in the mold that embodies the design features identified as the Patent in a Reimbursement Agreement dated March 29, 2004.

Whereas, UI now wishes to assign its right, title and interest in the Patent to WVU.

Whereas, UI also wishes to assign its right, title and interest in the mold that embodies the design features identified as the Patent to WVU, and

Whereas, WVU agrees to pay a portion of any royalties received for the patent to UI.

Now, therefore, the parties, for good and valuable consideration, the receipt of which is hereby acknowledged, agree as follows:

1. UI does hereby assign, transfer and convey to WVU, the full and exclusive right, title and interest in and to the Patent including all rights throughout the world, to be held and enjoyed by WVU for its own use and benefit, and for its successors and assigns to the full end of the term of the Patent term, as fully and entirely as the same would have been held by UI had this assignment not been made, and covenants that it has full right

to do so. UI hereby also grants to WVU the right to sue for past infringement. Notwithstanding the foregoing, UI specifically reserves unto itself the right to practice the art embodied in Patent and to otherwise use the Patent for educational and research purposes only.

2. UI does hereby assign, transfer and convey to WVU its full and exclusive right, title and interest in the mold that embodies the design features identified in the Patent upon execution of the Agreement.

3. In consideration for the above assignments, WVU shall pay on an annual basis, no later than January 30 for each preceding year, to UI fifty percent (50%) of any and all gross royalties or fees it receives from any licensing agreements for the Patent including the technology embodied in the Patent until UI is reimbursed for its total out-of-pocket legal costs in the amount of \$5,788.65, which represents the amount UI incurred in patent prosecution and issue fee costs for the Patent. This term shall survive for the life of the Patent or until reimbursement in full has been made, whichever is sooner. If WVU does not license the Patent or technology embodied in the Patent for a fee or a royalty, then no payment shall be due to UI.

4. WVU, as the holder of all right, title, and interest to the Patent, shall be under no obligation to maintain the Patent. Should WVU choose to pay maintenance fees required by the USPTO to maintain the patent, those fees and expenses shall be recouped by WVU prior to any reimbursement of UI provided for in Article 3 above. Once WVU has recouped its costs and reimbursed UI in full for its costs as provided in Article 3, WVU agrees to pay to inventor/creator, Jeff Goodwin, forty percent (40%) of profits, in accordance with WVU's intellectual property policy.

5. UI attests that to the best of its knowledge the Patent is not subject to any existing license or other obligation. UI further attests that to the best of its knowledge, the Patent has not been infringed.

6. Both parties shall keep complete, true and accurate books of account containing all particulars that may be necessary for the purpose of showing the amounts payable and received hereunder. Said books of account shall be kept at each party's principle place of business or the principal place of business of the appropriate division of any licensee to which this Agreement relates. Said books and the supporting data shall be open at all reasonable times for five (5) years following the end of the calendar year to which they pertain, to inspection by the other party, its agents or designees, upon reasonable notice.

7. Any payment, notice or other communication required or permitted to be given to either party hereto shall be in writing and shall be deemed to have been properly given and effective: (a) on the date of delivery if delivered in person during recipient's normal business hours; or (b) on the date of delivery if delivered by courier, express mail service or first-class mail, registered or certified. Such notice shall be sent or delivered to the respective addresses given below, or to such other address as either party shall designate by written notice given to the other party as follows:

In the case of UI:

Assistant Director
Office of Technology Transfer
University of Idaho
P.O. Box 443003
Morrill Hall 414
Moscow, ID 83844-3003

In the case of WVU:

Director, Office of Technology Transfer
West Virginia University Research Corporation
886 Chestnut Ridge Rd.
P.O. Box 6224
Morgantown, WV 26506--6224

8. If one of the parties hereto declares that a dispute between the parties has arisen related to or arising out of this Agreement, such dispute shall, in the first instance, be the subject of a meeting between the parties to negotiate a resolution of such dispute. The meeting shall take place in a mutually agreed upon location and be attended by individuals from within each party who have decision-making authority with respect to the matter in question. Should the negotiations not lead to a settlement of the dispute within thirty (30) days of the date of the meeting, the parties shall refer the dispute to a mutually agreeable mediation service to resolve the dispute. If the mediation does not lead to a settlement of the dispute within forty-five (45) days of the date of that meeting, the parties may pursue all other alternatives.

9. No amendment or modification of this Agreement shall be valid or binding upon the parties unless made in writing and signed by both parties.

10. This Agreement embodies the entire understanding of the parties and supersedes all previous communications, representations or understandings, either oral or written, between the parties relating to the subject matter hereof.

11. The parties agree to execute and deliver all documents, provide all information and take or forbear from taking all such action as may be necessary or appropriate to achieve the purposes of this Agreement.

12. The provisions of this Agreement are severable, and in the event that any provision of this Agreement shall be determined to be invalid or unenforceable under any controlling body of the law, such invalidity or unenforceability shall not in any way affect the validity or enforceability of the remaining provisions hereof.

13. This Agreement may be signed in counterparts, each of which when taken together shall constitute one fully executed document. Each individual executing this

Agreement on behalf of a legal entity does hereby represent and warrant to each other person so signing that he or she has been duly authorized to execute this Agreement on behalf of such entity.

IN WITNESS WHEREOF, UI and WVU have executed this Agreement, in duplicate originals, by their respective officers hereunto duly authorized, on the day and year hereinafter written.

UNIVERSITY OF IDAHO

WEST VIRGINIA UNIVERSITY RESEARCH
CORPORATION acting for WVU

By: _____
(signature)

By: _____
(signature)

Name: Gene A. Merrell

Name: Bruce Sparks

Title: Associate VP Research

Title: Director, Office of Technology
Transfer

Date: _____

Date: _____

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: M. Intellectual Property

April 2002

3. Intellectual Property Transfer

a. The State Board of Education and the Board of Regents of the University of Idaho delegate to Idaho's postsecondary educational institutions the right to transfer and convey ownership in intellectual properties developed within the institutions under the patents and copyright rule. This rule will allow the institutions to play appropriate roles in knowledge transfer and economic growth and development. Under this rule, the institutions may:

(1) Grant rights to owned intellectual properties to research foundations for further development or transfer.

(2) Themselves act as licensors to convey intellectual property rights to commercial ventures.

(3) Grant exclusive rights to a licensee.

(4) Collect and disburse license payments to inventors and their departments and colleges, as well as to their institutions, for the general support of research within the institutions.

(5) Permit institutional employees the right to participate in ownership and governance of companies licensed by the institutions to produce and market the discoveries, provided the conflict of interest rules are followed.

b. Each of Idaho's postsecondary institutions shall, within twelve (12) months of the promulgation of this rule, submit its policy on the transfer of intellectual properties (technology transfer) for State Board review and approval. At a minimum, the policy should include:

(1) The name of the institutional position (or office) with the authority and responsibility for carrying out the policy and binding the institution contractually.

(2) Policy and plans for patent acquisition (i.e., who initiates, who pays the lawyers, and an enumeration of the duties, responsibilities, and a process for settling debates).

(3) The range of allowable institutional involvement in the transfer process (i.e., from licensing to acceptance of institutional ownership interests, continued development in

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

institutional facilities for the benefit of the licensee, business planning or production assistance).

c. The appropriate officer of each postsecondary institution shall report, two (2) weeks in advance of the State Board meeting, on patent, copyright, and technology transfer activities that have occurred at the institution since the prior meeting of the Board. With respect to patents, the report shall include what public notice was given prior to the licensee(s) being selected. Further, that report will also indicate whether employees of the institution or its respective research foundation have a financial interest in the company to which the intellectual property was transferred. Terms of any license or technology transfer contract will be made available in confidence upon request for inspection by the State Board.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Capital Project Authorization Request, Student Union Building Ballroom Renovations and Improvements, University of Idaho

REFERENCE

Initial Capital Project Authorization Request

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedure, Section, V.K.1 & V.K.2

BACKGROUND

This is an initial request for Regent's Authorization to implement a series of Architectural, Mechanical, and Electrical renovations and improvements to the Student Union Building (SUB) Ballroom, located on the main campus of the University of Idaho, Moscow, Idaho. This request is based upon an initial Feasibility Study commissioned by the University.

DISCUSSION

The University's Student Union Building (SUB) grew over time in a series of additions and renovations beginning with the University's 1936 acquisition of the Blue Bucket Inn – a facility dating to 1924. The current SUB Ballroom is housed in an addition constructed in 1961. It is now 47 years old and there have been no substantive renovations or improvements since the original construction. Finishes and systems have degraded overtime and are in need of update and/or replacement.

In 2005, the University commissioned Ellis-Feeney Architects, Lewiston, Idaho to conduct an initial Feasibility Study for desired Architectural, Mechanical, and Electrical renovations and improvements to the SUB Ballroom. The study provided a menu of renovation and improvement options ranging from \$810,000 to \$1,215,000. Since the receipt of the Ellis-Feeney Feasibility Study, the University has worked to identify and set aside sufficient building reserve funds to allow the proposed set of improvements to proceed.

At this time the University is requesting authorization to proceed with the planning, design and construction of a renovations and improvements project in the amount of \$1,000,000. The scope of work is expected to include renovations and improvements to the Foyer, Stage, flooring, walls and ceiling of the Main Ballroom, operable walls and partitions, mechanical systems, and electrical systems. The University will report any variations or deviations from this project cost estimate, if any, as construction proceeds.

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The project is fully consistent with the University's strategic plan, specifically, Goal One, Teaching and Learning Activity, Goal 3, Outreach and Engagement and Goal Four, Organization Culture and Climate, and the University's Long Range Capital Development Plan (LRCDP).

IMPACT

Immediate fiscal impact of this effort is \$1,000,000. The project fund source is University of Idaho Student Union Building (SUB) Reserves set aside for this specific and intended purpose.

Funding

State	\$	0
Federal (Grant):		0
Other (State & UI)		<u>1,000,000</u>
Total	\$	1,000,000

Estimate Budget

Construction	\$826,250
A/E & Consultant Fees	82,750
Contingency	<u>91,000</u>
Total	\$ 1,000,000

STAFF COMMENTS AND RECOMMENDATIONS

Student fees set aside into the Student Union Building Reserves will be used for this project.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by the University of Idaho to implement the planning, design and construction of a the Capital Project for the renovations and improvements of the Student Union Building Ballroom, University of Idaho, Moscow, Idaho, in the amount of \$1,000,000. Authorization includes the authority to execute all necessary and requisite consulting, construction and vendor contracts to fully implement the project.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Office of the Idaho State Board of Education
Capital Project Tracking Sheet
As of June, 2008

History Narrative

- 1 **Institution/Agency:** University of Idaho **Project:** Student Union Building Ballroom Renovations and Improvements, University of Idaho, Moscow, Idaho
- 2 **Project Description:** A series of Architectural, Mechanical, and Electrical renovations and improvements to the Student Union Building (SUB) Ballroom, located on the main campus of the University of Idaho, Moscow, Idaho.
- 3 **Project Use:** Replaces, upgrades and improves existing Architectural, HVAC and Electrical systems that are at the end of their life cycle. SUB Ballroom was constructed in 1961 and has not seen substantive improvements and renovations in its 47 years.
- 4 **Project Size:** N/A

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other	Total Sources	Planning	Use of Funds Const	Other**	Total Uses
Initial Cost of Project	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 82,750	\$ 826,250	\$ 91,000	\$ 1,000,000
History of Revisions:								
Total Project Costs	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 82,750	\$ 826,250	\$ 91,000	\$ 1,000,000

History of Funding:	* Other Sources of Funds-----						
	PBF	ISBA	Institutional Funds (Gifts/Grants)	Student Revenue	Other	Total Other	Total Funding
Initial Authorization Request, Jun 08			\$ 1,000,000			\$ 1,000,000	\$ 1,000,000
Total	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000

27 * Student Union Building (SUB) Reserve Funds set aside for the Ballroom Renovations and Improvements. UI will report back to the Board of Regents any resulting revisions to the project estimate resulting from the bid process and seek additional project authorization as may be required.

28 ** Project Contingency

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REFERENCE - APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection: K. Construction Projects

April 2002

K. Construction Projects

1 Major Project Approvals – Proposed Plans

Without regard to the source of funding, before any institution, school or agency under the governance of the Board begin formal planning to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. All projects identified on the institutions', school's or agencies' six-year capital plan must receive Board approval.

2 Project Approvals

Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to be between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000), must first be submitted to the executive director for review and approval. Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities or construction of new facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. Project cost must be detailed by major category (construction cost, architecture fees, contingency funds, and other). When a project is under the primary supervision of the Board of Regents or the Board and its institutions, school or agencies, a separate budget line for architects, engineers, or construction managers and engineering services must be identified for the project cost. Budgets for maintenance, repair, and upkeep of existing facilities must be submitted for Board review and approval as a part of the annual operating budget of the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Capital Project Design Authorization Request, Lionel Hampton School of Music
Recital Hall renovations

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.1
& 2

BACKGROUND

In 2002, the University initiated a multi-year process for design of the Education and Performance Facility at the Lionel Hampton Center using a series of federal HUD grants awarded from 2001 through 2004. This project was to include music performance spaces, music classrooms, as well as archival and display spaces for jazz memorabilia of the Lionel Hampton Jazz Collection. In 2004, the University placed the project on hold, and later cancelled the project due to a number of factors, including lack of progress in private fundraising required to support the project. The University has since reconceptualized project elements and seeks now to renovate an existing music performance space, the Recital Hall within the Music Building. This is a companion project to renovations of archival space in the Library, the subject of another project authorization request before the Regents at this time.

DISCUSSION

The Lionel Hampton School of Music (LHSOM) Building was originally built in 1951 and has had only minor improvements implemented in the 57 years since. The building includes a Recital Hall which seats approximately 300 people. It is the site of many community performances and is the main performance space for the Lionel Hampton School of Music students and faculty. As such, the Recital Hall is the teaching laboratory for the LHSOM. During the annual Lionel Hampton International Jazz Festival, the Recital Hall is in use literally from dawn to dusk. The Hall is used every day throughout the academic year for classes, rehearsals, and performances. There are over 150 full concerts in the Recital Hall each year.

The Hall is literally in the middle of the building, above other classroom space, and adjacent to various faculty offices and labs. Due to poor acoustical separation, there is significant sound transmission both into and out of the Recital Hall, negatively impacting recital and concert events, as well as activities in adjacent spaces. The School of Music must carefully schedule activities in the Hall and nearby classrooms, due to the lack of acoustical separation.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The University is in the midst of a feasibility study regarding the acoustical needs in the space. An architectural firm, ALSC, is leading the feasibility study, and the Sparling Company is providing an acoustical analysis.

The proposed renovation will address the acoustical challenges in the building and will include updated seating, handicap seating, new floor coverings, lighting enhancements, and the construction of a foyer to include a sound barrier space.

The University still holds \$1,590,686 of the HUD grant funding for the original Lionel Hampton Center project, and expects to use this fund source for design of this project. We are currently seeking clarifying language through the Idaho congressional delegation as part of a pending supplemental budget bill to allow remaining funds to be spent on the design for the renovation of the Music Building's Recital Hall. We do not expect to confirm passage of this supplemental bill until perhaps June 2008. Because of expense deadlines associated with the grants, the University seeks capital project design authorization at this time, contingent upon passage of the supplemental bill.

The overall renovation project cost may be in the range of \$1,400,000, and will be more clearly established in the course of project design. The construction phase of the project is expected to be funded strictly through private donations, outside the available HUD grant funding. The University intends to seek the necessary authorization to construct the project at a later date, once project costs are more firmly identified and private funding is in place.

Milestone	Date
SBOE Authorization for Design for Recital Hall Renovations; also confirm the passage of the supplemental bill before Congress	June, 2008
Initiate RFQ and design process	July, 2008
Complete design	Dec, 2008
SBOE Authorization for Construction	TBD

The projected timeline for the overall project is unknown and subject to change as the project is better defined through the design process. An updated set of milestones will be reviewed with the Board prior to authorization of the construction phase of the project.

The project is fully consistent with the university's Strategic Plan, Long Range Campus Development Plan (LRCDP), and the Campus Infrastructure Master Plan.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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IMPACT

<u>Funding</u>		<u>Estimate Budget</u>	
State	\$ 0	Construction	\$ 0
Federal (Grant):	\$ 157,500	A/E & Consultant Fees	\$ 150,000
Other (UI/Bond)	\$ 0	Contingency	\$ 7,500
Total	\$ 157,500	Total	\$ 157,500

STAFF COMMENTS AND RECOMMENDATIONS

The university will use \$157,500 of \$1,590,686 in HUD grant funds for design of this project leaving \$1,433,186 to be used for the next agenda item, archive renovations at the Lionel Hampton International Jazz Collection. Approximately \$1,400,000 in private donations will need to be raised for the construction phase.

Once the private donations have been obtained, the Board will have the opportunity to approve the construction phase at a later date.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by the University of Idaho to execute all necessary contracts in support of design for the renovations of the Music Building Recital Hall in an amount not to exceed \$157,500. This approval is contingent upon passage of the supplemental bill currently before Congress to modify use of the existing HUD grant funding held by the University.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Office of the Idaho State Board of Education
Capital Project Tracking Sheet
As of May 1, 2008

History Narrative

1 Institution/Agency: University of Idaho **Project:** Music Building Recital Hall Renovations

2 Project Description: Design upgrades and improvements to the Recital Hall in the Music Building. Amenity renovations include acoustical separation, enhanced seating and lighting, as well as improvements to HVAC systems.

3 Project Use: Improves programmed use of the space, comfort amenities for spectators, and allows nearby classroom spaces to be used simultaneously due to enhanced acoustical separation.

4 Project Size: Approx 7,000 sf

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other	Total Sources	Planning	Use of Funds Const	Other	Total Uses
Initial design phase authorization - Jun2008*	\$ -	\$ -	\$ 157,500	\$ 157,500	\$ 157,500	\$ -	\$ -	\$ 157,500
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Costs	\$ -	\$ -	\$ 157,500	\$ 157,500	\$ 157,500	\$ -	\$ -	\$ 157,500

History of Funding:	PBF	ISBA	Other Sources of Funds				Total Other	Total Funding
			Institutional Funds (Gifts/Grants)	Student Revenue	Other			
Initial Authorization Request - design phase - June 08*	\$ -		\$ -		\$ 157,500		\$ 157,500	\$ 157,500
	\$ -		\$ -			\$ -	\$ -	
	\$ -		\$ -			\$ -	\$ -	
						-	-	
						-	-	
Total	\$ -	\$ -	\$ -	\$ -	\$ 157,500	\$ 157,500	\$ 157,500	\$ 157,500

* UI will seek construction authorization from the Regents prior to initiating renovations.

REFERENCE - APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection: K. Construction Projects

April 2002

K. Construction Projects

1 Major Project Approvals – Proposed Plans

Without regard to the source of funding, before any institution, school or agency under the governance of the Board begin formal planning to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. All projects identified on the institutions', school's or agencies' six-year capital plan must receive Board approval.

2 Project Approvals

Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to be between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000), must first be submitted to the executive director for review and approval. Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities or construction of new facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. Project cost must be detailed by major category (construction cost, architecture fees, contingency funds, and other). When a project is under the primary supervision of the Board of Regents or the Board and its institutions, school or agencies, a separate budget line for architects, engineers, or construction managers and engineering services must be identified for the project cost. Budgets for maintenance, repair, and upkeep of existing facilities must be submitted for Board review and approval as a part of the annual operating budget of the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Capital Project Authorization Request, Lionel Hampton International Jazz Collection, archive renovations at the Library

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.1 & 2.

BACKGROUND

In 2002, the University initiated a multi-year process for design of the Education and Performance Facility at the Lionel Hampton Center using a series of federal HUD grants awarded from 2001 through 2004. This project was to include music performance spaces, music classrooms, as well as archival and display spaces for jazz memorabilia of the Lionel Hampton International Jazz Collection. In 2004, the University placed the project on hold, and later cancelled the project due to a number of factors, including lack of progress in private fundraising required to support the project. The University has since reconceptualized project elements and seeks now to renovate archival space in the Library in order to more permanently and appropriately house the jazz collection materials. This is a companion project to renovations of an existing music performance space, the Recital Hall within the Music Building, the subject of another project authorization request before the Regents at this time.

DISCUSSION

The International Jazz Collection (IJC) had been housed for years in leased spaces near campus. As the collection grew in size and with the need for greater stewardship and oversight of the materials, the University relocated the jazz archive function to the Library on campus, incorporating the IJC into existing archival space.

The IJC is the primary jazz archive in the Pacific Northwest, home to the Lionel Hampton library collection, the complete collection of critic Leonard Feather, trombonist Al Grey, trumpeter Conte Candoli, and pieces from such artists as Ella Fitzgerald, Dizzy Gillespie, Joe Williams, Lee Morse, Doc Cheatham, Jane Jarvis, composer/arranger and saxophonist Gerry Mulligan, and publisher and collector, Neil McCaffrey. The collection holds over 1,000 scores, 10,000 recordings, 5,000 photographs, 20 instruments, as well as more than 45 cubic feet of letters and papers and numerous personal items of historical significance. Also in the collections are more than 35 years of materials and recordings associated with the Lionel Hampton International Jazz Festival. Through the partnerships with the Lionel Hampton Jazz Festival and other cultural institutions, the archive is being made accessible and available for study and enjoyment by students, jazz and music enthusiasts, musicians, and scholars.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

This collection contributes to the national and regional knowledge of jazz through partnerships with the Smithsonian Institution, most recently in a traveling exhibit in Lewiston, with another project planned in Spokane. Additionally, materials are shared with other jazz collections, such as the recent centennial celebration of Hampton's life in New Orleans.

The collection serves local needs providing classroom support for undergraduate education as well as for music majors. The annual festival is a staging ground for exhibit activities, with materials from the archives serving to visually engage festival goers in the history and culture of jazz. Additionally, festival attendees experience the music of the archives, as each year there is a presentation of "jazz from the archives," bringing the sound from these preserved collections.

The IJC is a growing collection, with several gift agreements yet in the negotiation phase. The new collections will need to be housed with the existing collection because the formats have similar preservation needs. In order to provide the proper archival conditions for preserving and processing these items, climate and temperature controlled storage that has adequate security must be created out of the existing library space.

Moving the IJC into the library has offered many benefits. The library has a larger support staff, with librarians and archivists and information technology staff. It offers the possibility of more consistency in service, with regular hours of operation. It locates the archive next to the largest research library collection in the state, providing for easy integration of many research topics.

However, to include it into this space required some existing Special Collections to be relocated in less desirable space. The archive without the IJC includes over 6,000 cubic feet of primary source materials related to the history of Idaho (politicians, Idaho organizations, authors, business people, educators, individuals and families have donated papers, audio oral histories, maps, photographs and related items that tell the story of the state). This is one of the larger archival repositories in the state, which continues to grow with important collections being added on a regular basis. The relocated materials lack any environmental controls, which will result in a much more rapid deterioration of the paper and film items. Continued growth of the IJC without archival space is risky to the preservation mission for all of the archival materials.

The University intends to renovate spaces within the Library to more appropriately house the IJC. Necessary improvements include purchase and installation of compact shelving, and the enhancement of security and climate control systems.

The University still holds \$1,590,686 of the HUD grant funding for the original Lionel Hampton Center project, and expects to use this fund source for design

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

and construction of this project. We are currently seeking clarifying language through the Idaho congressional delegation as part of a pending supplemental budget bill to allow remaining funds to be spent on the renovation of spaces within the Library to better accommodate the IJC. We do not expect to confirm passage of this supplemental bill until perhaps June 2008. Because of expense deadlines associated with the grants, the University seeks capital project authorization at this time, contingent upon passage of the supplemental bill.

The cost of the overall renovation project is estimated at \$1,433,186.

Milestone	Date
SBOE Authorization for Library IJC Renovations; also confirm passage of the supplemental bill before Congress	June, 2008
Initiate RFQ and design process	July, 2008
Complete design	Feb, 2009
Construction	Apr09 – Jan10

The project is fully consistent with the university's Strategic Plan, Long Range Campus Development Plan (LRCDP), and the Campus Infrastructure Master Plan.

IMPACT

<u>Funding</u>		<u>Estimate Budget</u>	
State	\$ 0	Construction	\$ 1,225,000
Federal (Grant):	\$ 1,433,186	A/E & Consultant Fees	\$ 140,000
Other (UI/Bond)	\$ 0	Contingency	\$ 68,186
Total	\$ 1,433,186	Total	\$ 1,433,186

STAFF COMMENTS AND RECOMMENDATIONS

The \$1,433,186 in HUD grant funds remains after \$157,500 is used for the Lionel Hampton School of Music Recital Hall renovations project, also before the Board for approval.

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD ACTION

A motion to approve the request by the University of Idaho to execute all necessary contracts in support of a \$1,433,186 project to design and renovate the Lionel Hampton International Jazz Collection archival space within the Library. This approval is contingent upon passage of the supplemental bill currently before Congress to modify use of the existing HUD grant funding held by the University.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Office of the Idaho State Board of Education
Capital Project Tracking Sheet
As of May 1, 2008

History Narrative

- 1 **Institution/Agency:** University of Idaho **Project:** Lionel Hampton International Jazz Collection, Renovate archives at Library
- 2 **Project Description:** Implement upgrades and improvements to the jazz collection archive space at the Library. Renovations include purchase and installation of compact shelving as well as enhancement to security and climate control systems.
- 3 **Project Use:** Improves storage capacity, security, and long term stewardship of the materials.
- 4 **Project Size:** approx 6,000sf

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other	Total Sources	Planning	Use of Funds Const	Other*	Total Uses
Initial authorization - Jun2008	\$ -	\$ -	\$ 1,433,186	\$ 1,433,186	\$ 140,000	\$ 1,225,000	\$ 68,186	\$ 1,433,186
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Costs	\$ -	\$ -	\$ 1,433,186	\$ 1,433,186	\$ 140,000	\$ 1,225,000	\$ 68,186	\$ 1,433,186

History of Funding:	PBF	ISBA	Other Sources of Funds-----				Total Other	Total Funding
			Institutional Funds (Gifts/Grants)	Student Revenue	Other**			
Initial Authorization Request - June 08	\$ -		\$ -		\$ 1,433,186		\$ 1,433,186	\$ 1,433,186
	\$ -		\$ -			\$ -	\$ -	\$ -
	\$ -		\$ -			\$ -	\$ -	\$ -
						-	-	-
						-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,433,186	\$ 1,433,186	\$ 1,433,186	\$ 1,433,186

25 * Project Contingency

26 ** Federal HUD grant funding remaining from previous project for the Lionel Hampton Education and Performance Facility

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REFERENCE - APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection: K. Construction Projects

April 2002

K. Construction Projects

1 Major Project Approvals – Proposed Plans

Without regard to the source of funding, before any institution, school or agency under the governance of the Board begin formal planning to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. All projects identified on the institutions', school's or agencies' six-year capital plan must receive Board approval.

2 Project Approvals

Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities, when the cost of the project is estimated to be between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000), must first be submitted to the executive director for review and approval. Without regard to the source of funding, proposals by any institution, school or agency under the governance of the Board to make capital improvements, either in the form of renovation or addition to or demolition of existing facilities or construction of new facilities, when the cost of the project is estimated to exceed five hundred thousand dollars (\$500,000), must first be submitted to the Board for its review and approval. Project cost must be detailed by major category (construction cost, architecture fees, contingency funds, and other). When a project is under the primary supervision of the Board of Regents or the Board and its institutions, school or agencies, a separate budget line for architects, engineers, or construction managers and engineering services must be identified for the project cost. Budgets for maintenance, repair, and upkeep of existing facilities must be submitted for Board review and approval as a part of the annual operating budget of the institution, school or agency.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Idaho Center for Livestock and Environmental Studies (ICLES) progress report

REFERENCE

October 2006	Regents approval of an additional Line Item for the Agricultural Research and Extension Service for FY 2008 in the amount of \$10 million General Funds, for a Research Dairy Facility.
January 2007	Regents approval of the request by the University of Idaho to seek a one-time appropriation of general funds for Agriculture Extension Service for FY 2008 in the amount of \$10 million from the Idaho Legislature, and to seek modification of the federal Morrill Act for the purpose of allowing the State of Idaho to apply real estate assets in the Agriculture College Endowment for acquisition real estate, buildings and fixtures for experimental farms and provide these assets to the University of Idaho for use as the endowment beneficiary.
April, 2007	Legislature appropriates \$10 million for ICLES and joint ISDA/IDFG facilities – contingent upon revisions to Morrill Act to allow use of Ag Endowment assets, and requiring final recommendation from the Governor and approval from the Regents prior to release of funds.
July, 2007	Congress passes revisions to Idaho Admissions Act to allow use of Ag Endowment assets.
January, 2008	Regents approval for planning expenditure and instruction to report on project progress at future meetings.
April 1, 2008	Senate Bill 1498 passed by legislature and signed into law releasing the \$10 million appropriation to the Board for application to the ICLES.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.

BACKGROUND

As part of the Regents' approval for expenditure of planning funds, the University was instructed to report on the progress of the ICLES project at future meetings of the Regents.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

DISCUSSION

The University will update the Regents on the progress of the ICLES project to date.

IMPACT

This will be an informational item only. There will be no fiscal impact.

STAFF COMMENTS AND RECOMMENDATIONS

Staff has no comment.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: K. Construction Projects

April 2002

K. Construction Projects

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3. Fiscal Revisions to Previously Approved Projects

Project revisions that substantially alter the use of the project causing changes in project costs between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) must first be submitted to the executive director for review and approval. Changes in project costs of more than five hundred

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

thousand dollars (\$500,000) must first be submitted to the Board for its review and approval. Requests must be supported by a revised detailed project budget and justification for changes.

4. Project Acceptance

Projects under the supervision of the Department of Administration are accepted by the Department on behalf of the Board and the state of Idaho. Projects under the supervision of an institution, school or agency are accepted by the institution, school or agency and the project architect. Projects under the supervision of the University of Idaho are accepted by the University on behalf of the Board of Regents.

5. Statute and Code Compliance

- a. All projects must be in compliance with Section 504 of the Rehabilitation Act of 1973 and must provide access to all persons. All projects must be in compliance with applicable state and local building and life-safety codes and applicable local land-use regulations as provided in Chapter 41, Title 39, and Section 67-6528, Idaho Code.
- b. In designing and implementing construction projects, due consideration must be given to energy conservation and long-term maintenance and operation savings versus short-term capital costs.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

UNIVERSITY OF IDAHO

SUBJECT

Approval of Settlement Terms

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.7.
Idaho Code Section 67-2345(d), (e) and (f).

DISCUSSION

Pursuant to Idaho Code Section 67-2345(d), (e) and (f), this item will be discussed in executive session.

IMPACT

After considering probable litigation in executive session and materials submitted to the Board by counsel, if the Board wishes, a settlement agreement can be considered in the public session. Settlement will resolve the disputes between the parties pursuant to the settlement terms which will be contained in a written settlement document. Upon acceptance by the parties, the settlement document will become a public document.

STAFF COMMENTS AND RECOMMENDATIONS

Staff has no comment on this item.

BOARD ACTION

A motion to approve the settlement terms discussed in executive session, as set forth in the written settlement agreement presented to the Board in open session, and to authorize the President of the Board to execute the settlement agreement.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

7. Litigation

The chief executive officer may negotiate settlement regarding litigation matters, or any claims made that may result in litigation, for up to \$25,000. All such settlements must be reported to the Board in executive session at the next regularly scheduled meeting.

IDAHO STATUTES

§ 67-2345. Executive sessions -- When authorized

(1) Nothing contained in this act shall be construed to prevent, upon a two-thirds (2/3) vote recorded in the minutes of the meeting by individual vote, a governing body of a public agency from holding an executive session during any meeting, after the presiding officer has identified the authorization under this act for the holding of such executive session. An executive session may be held:

(a) To consider hiring a public officer, employee, staff member or individual agent. This paragraph does not apply to filling a vacancy in an elective office;

(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

(c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency;

(d) To consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code;

(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;

(f) To consider and advise its legal representatives in pending litigation or where there is a general public awareness of probable litigation;

(g) By the commission of pardons and parole, as provided by law;

(h) By the sexual offender classification board, as provided by chapter 83, title 18, Idaho Code;

(i) By the custody review board of the Idaho department of juvenile corrections, as provided by law.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

(2) Labor negotiations may be conducted in executive session if either side requests closed meetings. Notwithstanding the provisions of *section 67-2343, Idaho Code*, subsequent sessions of the negotiations may continue without further public notice.

(3) No executive session may be held for the purpose of taking any final action or making any final decision.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

SUBJECT

2009 Idaho Opportunity Scholarship

APPLICABLE STATUTE, RULE, OR POLICY

Sections 33-5605, Idaho Code

IDAPA 08.01.13.010.01 and 08.01.13.300.02.a

BACKGROUND

The intent of the Idaho Opportunity Scholarship is to provide financial resources to Idaho students who are economically disadvantaged, to close the gap between the estimated cost of attending an eligible Idaho institution of higher education and the expected student and family contribution toward such educational costs, and to encourage the educational development of such students in eligible Idaho postsecondary educational institutions. Provisions of the rules governing this scholarship program require the State Board of Education to annually establish the maximum amount of the award, to establish the cost of attendance for purposes of this award determination, and establish the amount of the expected family contribution. The maximum amount of the award for the first year, FY08, was \$3,000 per year (\$1,500 per semester). The expected family contribution for FY08 was \$5,000. The Board did not set a standard cost of attendance for award determination purposes during the first year of this scholarship program.

DISCUSSION

The Joint Finance and Appropriation Committee appropriated \$1.925 million for the FY09 academic year to be used for scholarships. In addition, the interest earnings from the Opportunity Scholarship Account may be used for additional scholarships and authorized administrative costs up to a maximum of 5% (not to exceed \$75,000). The appropriation and fund earnings will fund approximately 1,000 scholarships.

The maximum award amount set for the FY08 academic year was \$3,000. This amount is recommended for the FY09 academic year as well. The majority of full-year student recipients were eligible for the maximum \$3,000 award. The scholarship is funded with the Opportunity Scholarship providing the "last dollars". Using this model, not all students will receive full awards. Based upon our initial scholarship year, we anticipate funding approximately 1000 scholarships for the FY09 fiscal year. The earnings from the scholarship fund and new appropriations are estimated to fund 600 full scholarships with 400 partial awards.

During the first year of the scholarship, the formula used to estimate the student awards was based upon the cost of attendance (COA) that we predicted would be about \$15,000/year for our four-year public institutions. During the first year, we determined that the actual COA varied greatly from this early estimate. In order to provide some equity between our institutions, the rules were altered

BUSINESS AFFAIRS AND HUMAN RESOURCES
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during the 2008 legislative session to allow the Board to determine a standard COA for determining student award eligibility and award amounts for the Opportunity Scholarship. This is the first time the Board will be setting this COA for formula purposes. To determine the standard COA, each institution was asked to provide the COA used for financial aid purposes for the FY09 academic year. For purposes of the formula, the recommendation is to use a maximum of \$16,500 to determine scholarship awards. This amount was based on the average COA from our four-year institutions.

Eligible students are expected to share in the cost of their education and will be required to contribute an amount determined by the Board. The initial recommendation for the student contribution was \$5,000. This amount is recommended for all institutions for FY09. Additionally, it is recommended that the Board accept student-initiated scholarships and gifts from non-federal and non-institutional sources as part of the student contribution. It is also recommended that the Board count the Federal Academic Competitiveness and SMART grants towards the expected student contribution.

State Opportunity Scholarship funds are intended to be last dollars, and funds from all other sources are to be counted prior to making Opportunity Scholarship Awards.

IMPACT

The legislature provided \$1.925 million to be used for Opportunity scholarships for FY09. Additionally, there will be up to \$75,000 from the Opportunity Scholarship Fund that can be used for approved administrative expenses and additional scholarships. It is estimated that we will be able to award scholarships for 1,000 students.

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval of the Opportunity Scholarship in the amount of \$3,000 per year (\$1500 per semester).

Staff recommends the annual Cost of Attendance for the Opportunity scholarship award formula to be set at \$16,500.

Staff recommends that the student contribution be set at \$5,000, and to accept the Federal Academic Competitiveness and Smart grants along with other student-initiated scholarships and non-institutional and non-federal aid as part of the student contribution.

Staff further recommends that in cases where further clarification is needed to determine whether aid counts towards the student responsibility, the Board appoints the Student Affairs Program Manager or the designee of the Executive Director, to make these determinations on behalf of the Board.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

BOARD ACTION

A motion to approve the maximum amount of the Idaho Opportunity Scholarship, to be \$3,000 per year (\$1,500/semester) for those applicants who are selected to receive or renew the Idaho Opportunity scholarship for the Fiscal Year July 1, 2008-June 30, 2009.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

A motion to set the Cost of Attendance to be used in the formula that determines the award for the Opportunity Scholarship at a maximum of \$16,500 for the FY09 academic year.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

A motion to approve the student contribution for the FY09 academic year at \$5,000, and to accept the Federal Academic Competitiveness and Smart grants along with other student-initiated scholarships and non-institutional and non-federal aid as part of the student contribution. In cases where further clarification is needed to determine whether aid counts towards the student responsibility, the Board appoints the Student Affairs Program Manager or the designee of the Executive Director, to make these determinations on behalf of the Board.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho Statutes

TITLE 33
EDUCATION
CHAPTER 56
IDAHO OPPORTUNITY SCHOLARSHIP PROGRAM

33-5605. ACADEMIC AND FINANCIAL ELIGIBILITY. The state board shall promulgate rules by August 1, 2007, to determine academic and financial eligibility consistent with this section [chapter] for the purpose of awarding the Idaho opportunity scholarship.

ADMINISTRATIVE RULES

08.01.13 - RULES GOVERNING THE OPPORTUNITY SCHOLARSHIP PROGRAM

010. DEFINITIONS.

01. Educational Costs. Is defined in Section 33-5604(1), Idaho Code and means the dollar amount determined annually by the state board of education as necessary for student tuition, fees, room and board, books and such other expenses reasonably related to attendance at an eligible Idaho postsecondary educational institution. (4-2-08)

300.SELECTION OF SCHOLARSHIP RECIPIENTS.

02. Monetary Value of the Opportunity Scholarship. (4-2-08)

- a.** The Board will, by resolution each year, establish the maximum annual amount that a student may receive under the Opportunity Scholarship Program. In addition, the Board will, by resolution each year, establish the educational costs for attending an eligible Idaho postsecondary educational institution for purposes of the Opportunity Scholarship Program. The educational costs will be established as a not to exceed amount for each eligible Idaho postsecondary educational institution. (4-2-08)
- b.** The monetary value of the opportunity scholarship award to a student shall be based on the educational costs for attending an eligible Idaho postsecondary educational institution, less the following: (4-2-08) i. The amount of the assigned student responsibility, established by the Board annually; (4-2-08) ii. The amount of federal grant aid, as identified by the

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

federal Student Aid Report (SAR); (4-2-08) iii. The amount of other financial aid awarded the student, from private or other sources. (4-2-08)
c. The amount of an opportunity scholarship award to an individual student shall not exceed the maximum amount established by the Board annually, and shall not exceed the cost of tuition at an Idaho public postsecondary educational institution, or if the student attends or will attend an Idaho private postsecondary educational institution, the average tuition or matriculation fees at Idaho's public four (4) year postsecondary educational institutions. (4-2-08)

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

**BOISE STATE UNIVERSITY, IDAHO STATE UNIVERSITY,
UNIVERSITY OF IDAHO**

SUBJECT

Center for Advanced Energy Studies (CAES) - additional project funding

REFERENCE

April 2005	Overview of CAES at SBOE regular meeting
August 2005	Update information on CAES at SBOE regular meeting
December 2005	Approved motion to issue a Request for Proposal (RFP) through the Division of Public Works (DPW) for selection of an architect and proceed with the pre-design/programming for the CAES Facility.
November 2006	Approval of the request by Idaho State University to proceed with financing and construction of the Center for Advanced Energy Studies in Idaho Falls with funding from a combination of INEEL Settlement funds, U.S. Department of Housing and Urban Development grants, and bond proceeds, and an entire project cost not to exceed \$17.0 million.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.B.8 and V.K.
Section 57-822, Idaho Code – INL settlement fund

BACKGROUND

Construction of the CAES building in Idaho Falls is scheduled for completion in the Fall of 2008. At the request of the three universities participating in the project, the Governor has authorized release of an additional \$2 million from the INL Settlement Fund to fully fund the original state commitment for the building and to upgrade the build-out of the facility. The universities seek approval from the Board to expand the project budget to include these funds.

DISCUSSION

The original budget for the CAES building was not to exceed \$17 million. This amount was based on the resource commitment by the State of Idaho to the Department of Energy for the INL. The funding came from 1) \$5 million of the proceeds that had been set aside in 1995 in conjunction with the State of Idaho – US Department of Energy INL settlement, 2) Approximately \$1.9 million in HUD grants originally made to the University of Idaho for the Center for Science and Technology and 3) bonds issued by Idaho State University.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The original resource commitment and budget did not take into consideration \$300,000 of planning and design expenditures previously made from the HUD grants. In addition, in order to maximize the available space in the building, the design-build contract for the project did not include all of the laboratory bench/case work, furnishings and equipment necessary to maximize the building's full potential.

In recognition of this, and upon learning that the original INL settlement fund still had a balance of approximately \$2.8 million, the presidents of the three universities petitioned the Governor for release of the balance of the fund for application to the project. A copy of the joint letter to Governor Otter is attached.

The Governor has agreed to release the uncommitted balance of the fund, in the amount of \$2 million for the purposes described in the joint letter. With the Board's approval, these funds will be applied as set out in the joint letter.

IMPACT

This request will authorize the one-time expenditure of additional INL Settlement Funds in the amount of \$2 million.

ATTACHMENTS

Attachment 1 – Joint Letter

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

The Governor has agreed to release the uncommitted balance of the funds.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Boise State University, Idaho State University and the University of Idaho to expand the budget approval for the CAES building in Idaho Falls to authorize application of \$2 million of additional INL Settlement proceeds to the project as set out in the joint letter of the presidents of the three institutions dated December 14, 2007.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008



Office of the President
Administration Building, Suite 105
PO Box 443151
Moscow, ID 83844-3151
Phone: 208-885-6365
Fax: 208-885-6558
timwhite@uidaho.edu

December 14, 2007

The Honorable C.L. 'Butch' Otter
Office of the Governor
Idaho State Capital
P.O. Box 83720
Boise, ID 83720-0034

Dear Governor Otter:

The purpose of this letter is to request on behalf of the State's three universities (University of Idaho, Idaho State University, and Boise State University) the remaining available fund (approximately \$2.8 million) in the INL Settlement Fund for upgrades to the \$17 million, 55,000 square foot Center for Advanced Energy Studies (CAES) building now under construction in Idaho Falls. The building is being funded by a combination of state, federal, and bond money; the bonds will be paid by leasing space to the Battelle Energy Alliance, LLC, (BEA) the operating contractor for the Idaho National Laboratory (INL). The building will house energy-focused collaborative research and graduate education programs funded by industry, state, and federal government. In order to maximize the available space in the building, the design-build contract does not include all of the required laboratory bench/case work, furnishing, etc. needed to fully realize the building's potential. Specifically, two actions are requested.

First, \$300K is requested to meet the terms of the original resource commitment made by the State of Idaho to the U.S. Department of Energy. These funds replace \$300K previously expended from \$1.9 million of U.S. Department of Housing and Urban Development grants to the University of Idaho for planning the construction of the Center for Science and Technology prior to BEA assuming responsibility for the operation of INL and development of the CAES building project in 2005.

Second, the balance of the settlement fund (approximately \$2.5 million) is requested for upgrade to the CAES building. Specifically these funds will be used to provide:

- Additional laboratory fume hoods allowing for increased flexibility in conducting funded research activities;
- A full complement of laboratory bench and case work allowing full utilization of laboratory space at time of building completion;
- Information Technology infrastructure (e.g. the wire and switches) providing integration computer and communication services for the researchers in the building;
- Cubicle/partition/carrel materials for the graduate student space to allow immediate housing of graduate students;
- Office and other furnishings for the university faculty occupants making the building move-in ready at completion.

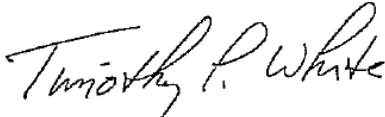
To enrich education through diversity the University of Idaho is an equal opportunity/affirmative action employer.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

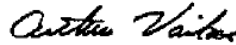
The CAES building and the collaborative program housed therein will propel Idaho to leadership in advanced energy systems including the nuclear energy renaissance, increased production and utilization of biofuels, and innovative management of greenhouse gas emissions. Your support of this request is appreciated.

If you have any questions or need additional details please contact Dr. Harold Blackman, Director, Center for Advanced Energy Studies at 208-526-0245 or Harold.Blackman@inl.gov.

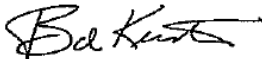
Sincerely,



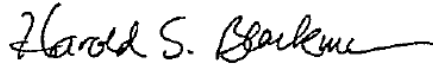
Timothy P. White
President
University of Idaho



Arthur C. Vailas
President
Idaho State University



Robert Kustra
President
Boise State University



Harold Blackman
Director
Center for Advanced Energy Studies

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: B. Budget Policies

August 2006

B. Budget Policies

8. Major Capital Improvement Project -- Budget Requests

For purposes of Item 8., the community colleges (NIC and CSI), the State Historical Society, and the Commission for Libraries are included, except as noted in V.B.8.b. (2).

a. Definition

A major capital improvement is defined as the acquisition of an existing building, construction of a new building or an addition to an existing building, or a major renovation of an existing building. A major renovation provides for a substantial change to a building. The change may include a remodeled wing or floor of a building, or the remodeling of the majority of the building's net assignable square feet. An extensive upgrade of one (1) or more of the major building systems is generally considered to be a major renovation.

b. Preparation and Submission of Major Capital Improvement Requests

(1) Permanent Building Fund Requests

Requests for approval of major capital improvement projects to be funded from the Permanent Building Fund are to be submitted to the Office of the State Board of Education on a date and in a format established by the Executive Director. Only technical revisions may be made to the request for a given fiscal year after the Board has made its recommendation for that fiscal year. Technical revisions must be made prior to November 1.

(2) Other Requests

Requests for approval of major capital improvement projects from other fund sources are to be submitted in a format established by the Executive Director. Substantive and fiscal revisions to a requested project are resubmitted to the Board for approval. This subsection shall not apply to the community colleges.

c. Submission of Approved Major Capital Budget Requests

The Board is responsible for the submission of major capital budget requests for the institutions, school and agencies under this subsection to the Division of Public Works. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: K. Construction Projects

April 2002

K. Construction Projects

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3. Fiscal Revisions to Previously Approved Projects

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BUSINESS AFFAIRS AND HUMAN RESOURCES
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4. Project Acceptance

Projects under the supervision of the Department of Administration are accepted by the Department on behalf of the Board and the state of Idaho. Projects under the supervision of an institution, school or agency are accepted by the institution, school or agency and the project architect. Projects under the supervision of the University of Idaho are accepted by the University on behalf of the Board of Regents.

5. Statute and Code Compliance

- a. All projects must be in compliance with Section 504 of the Rehabilitation Act of 1973 and must provide access to all persons. All projects must be in compliance with applicable state and local building and life-safety codes and applicable local land-use regulations as provided in Chapter 41, Title 39, and Section 67-6528, Idaho Code.
- b. In designing and implementing construction projects, due consideration must be given to energy conservation and long-term maintenance and operation savings versus short-term capital costs.

IDAHO STATUTES

Idaho Code § 57-822 (2008)
§ 57-822. INL settlement fund

(1) There is hereby established in the state treasury a fund, separate and apart from all other public moneys or funds of this state, to be known as the INL settlement fund.

(2) The fund shall consist of all payments received from the U.S. department of energy, or a successor agency, pursuant to the 1995 court approved settlement between the state of Idaho, the U.S. department of energy and the U.S. navy.

(3) Moneys in the fund may be expended by the office of the governor, consistent with the terms of the court approved settlement, to mitigate the impacts of the Idaho national laboratory workforce restructuring on the Idaho economy by furthering the creation of sustainable jobs and diversification of the southeastern Idaho economy, and for other purposes mutually acceptable to the governor of the state of Idaho and the U.S. department of energy.

(4) All moneys placed in the fund are hereby continuously appropriated to the office of the governor for the purposes described in this section.

(5) Pending use, surplus moneys in the fund shall be invested by the state treasurer in the same manner as provided under *section 67-1210, Idaho Code*. Interest earned on the investments shall be returned to the fund.

LEWIS-CLARK STATE COLLEGE

SUBJECT

Acquisition of three strategically-situated properties along the western edge of campus to ameliorate parking shortages

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.I.1 through V.I.2

BACKGROUND

LCSC has begun preliminary discussions with three property owners along the College's western border on 4th Street, in Lewiston's Normal Hill area. Acquisition of these three properties—the only remaining properties not owned by LCSC on 4th Street, between 11th Ave and 7 Ave—is needed in order to complete the final phase of LCSC's 4th Ave parking project. Two of the properties are homes, and the College recently received permission to appraise the properties and begin negotiations to purchase the houses. The third property is already leased from the current owners and used as a parking lot—this property was appraised by the College in October 2007 during the search for locations for the College's new Nursing/Health Sciences building or associated parking. Discussions with the owners of this third site (whose annual lease for use by LCSC as a parking lot runs through August 2008), indicates that the owners are seeking compensation well above the appraised market value of the property, and the College believes it may become necessary to exercise its eminent domain rights to acquire the property at a fair price.

DISCUSSION

Parking shortages at LCSC are an acute, continuing problem and a source of tension with the College's Normal Hill neighbors (who bear the brunt of off-campus parking by students and staff who cannot be accommodated in the limited number of College parking spaces currently available on campus). Approximately 800 parking slots on campus are available to support over 3,000 students and over 500 faculty and staff. The Lewiston City Council has urged the College to take concrete steps to address parking needs. Parking congestion on neighborhood streets near the College was exacerbated last year when a number of residential blocks voted to ban non-residents from parking along their streets. A multi-phased project to expand parking on the west side of campus will ameliorate the problem, but completion of the full project, which includes vacation of four blocks along 4th Street, cannot be completed until LCSC acquires the three remaining properties on 4th Street, adjacent to the College.

Attachment 3 provides an overhead view of the properties in question. The properties highlighted in red are already owned by the College. Those shaded in blue (indicated by the three red arrows on the map) are privately owned. The

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properties labeled #3 (1014 4th St) and #6 (1024 4th St) are modest single dwellings. The northernmost property labeled #38A is currently used as a parking lot and has been leased to the College on a yearly basis by the owners. LCSC was unsuccessful in recent discussions regarding the possibility of acquiring the #38A property at fair market value [a copy of the November 2007 appraisal is at Attachment 7] to support the new Nursing/Health Sciences building—and the owners have intimated that they may not renew the College's lease and are considering developing the area as a residential site to increase its price.

The area (already owned by the College) immediately north of the leased parking lot is now being used as a staging area during the construction of the new Nursing/Health Sciences building, and it will be paved as a permanent parking lot upon completion of the building, using existing funds within the overall Design-Build project. Construction is currently underway on the two central blocks along 4th Street (between 10th Ave and 8th Ave) to provide additional parking prior to the start of the fall semester. Phase II of the 4th Street parking project would add the two remaining blocks for expanded parking (between 11th Ave and 7th Ave) as part of LCSC's approved Permanent Building Fund request for FY09.

LCSC requests that the Board approve continued negotiations with the three affected property owners (final offers will not be made without subsequent Board approval of terms), and that the Board sign the resolution at Attachment 8, which would authorize the College President to file suit to condemn the third property (leased lot) under the Institution's eminent domain authority, should this become necessary.

IMPACT

Current funding from approved Permanent Building Fund projects and, if necessary, from institutional reserves, is sufficient to purchase the three properties in question. Two other property acquisitions, previously approved by the Board, have been deferred in order to concentrate resources on the acquisition of the three strategic sites on the west edge of campus as part of the scope of the 4th Street parking expansion effort. We believe local community members and local officials will support this effort, even if, as a final resort, it becomes necessary to invoke eminent domain in order to acquire one or more of the properties. At this point in time, only the third property (the lot currently in use as a parking lot) poses a need for urgency with respect to obtaining the Board's approval for LCSC to exercise its eminent domain rights, in light of the complications that might ensue if the owns were to non-renew the long-running lease (which expires on August 31, 2008) and deny the College access to the property.

ATTACHMENTS

Attachment 1 – Idaho Statutes, Title 7, Chap. 7, Eminent Domain	Page 4
Attachment 2 – Overhead chart of LCSC-owned properties	Page 13

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Attachment 3 – Photo, property #3, 1024 4th St	Page 14
Attachment 4 – Photo, property #6, 1024 4th St	Page 15
Attachment 5 – Photo, property #38A, leased parking lot	Page 16
Attachment 6 – LCSC appraisal of #38A	Page 17
Attachment 7 – Board resolution - eminent domain, if needed	Page 31

STAFF COMMENTS AND RECOMMENDATIONS

Staff has no comment.

BOARD ACTION

A motion to approve the request by Lewis-Clark State College to negotiate with the owners of the properties at 1014 4th St., 1024 4th St., and the leased property on Lots 5, 6, and 7, Block 2, Holcomb's First Addition, Lewiston; and to approve the attached resolution authorizing LCSC to acquire fee title to the third-named property (Lots 5, 6, and 7) by condemnation under the provisions of Idaho Code, should the President of LCSC determine that such action is necessary.

Moved by _____ Seconded by _____ Carried Yes ____ No ____

Idaho Statutes

Title 7 Special Proceedings

Chapter 7 Eminent Domain

7-701. USES FOR WHICH AUTHORIZED. Subject to the provisions of this chapter, the right of eminent domain may be exercised in behalf of the following public uses:

1. Public buildings and grounds for the use of the state, and all other public uses authorized by the legislature.
2. Public buildings and grounds for the use of any county, incorporated city or school district; canals, aqueducts, flumes, ditches or pipes for conducting water for use on state property or for the use of the inhabitants of any county or incorporated city, or for draining state property for any county or incorporated city, raising the banks of streams, removing obstructions therefrom and widening, deepening or straightening their channels, roads, streets, alleys, and all other public uses for the benefit of the state or of any county, incorporated city or the inhabitants thereof.
3. Wharves, docks, piers, chutes, booms, ferries, bridges, toll roads, byroads, plank and turnpike roads, steam, electric and horse railroads, reservoirs, canals, ditches, flumes, aqueducts and pipes, for public transportation supplying mines and farming neighborhoods with water, and draining and reclaiming lands, and for storing and floating logs and lumber on streams not navigable.
4. Roads, tunnels, ditches, flumes, pipes and dumping places for working mines; also outlets, natural or otherwise, for the flow, deposit or conduct of tailings or refuse matter from mines; also, an occupancy in common by the owners or possessors of different mines of any place for the flow, deposit or conduct of tailings or refuse matter from their several mines.
5. Byroads, leading from highways to residences and farms.
6. Telephones, telegraph and telephone lines.
7. Sewerage of any incorporated city.
8. Cemeteries for the burial of the dead, and enlarging and adding to the same and the grounds thereof.
9. Pipe lines for the transmission, delivery, furnishing or distribution of natural or manufactured gas for light, heat or power, or for the transportation of crude petroleum or petroleum products; also for tanks, reservoirs, storage, terminal and pumping facilities, telephone, telegraph and power lines necessarily incident to such pipe lines.
10. Snow fences or barriers for the protection of highways from drifting snow.
11. Electric distribution and transmission lines for the delivery, furnishing, distribution, and transmission of electric current for power, lighting, heating or other purposes; and structures, facilities and equipment for the production, generation, and manufacture of electric current for power, lighting, heating or other purposes.

7-701A. LIMITATION ON EMINENT DOMAIN FOR PRIVATE PARTIES, URBAN RENEWAL OR ECONOMIC DEVELOPMENT PURPOSES.

(1) This section limits and restricts the use of eminent domain under the laws of this state or local ordinance by the state of Idaho, its instrumentalities, political subdivisions, public agencies, or bodies corporate and politic of the state to condemn any interest in property in order to convey the condemned interest to a private interest or person as provided herein.

(2) Eminent domain shall not be used to acquire private property:

(a) For any alleged public use which is merely a pretext for the transfer of the condemned property or any interest in that property to a private party; or

(b) For the purpose of promoting or effectuating economic development; provided however, that nothing herein shall affect the exercise of eminent domain:

- (i) Pursuant to chapter 15, title 70, Idaho Code, and title 42, Idaho Code; or
- (ii) Pursuant to chapters 19, 20 or 29, title 50, Idaho Code, except that no private property shall be taken through exercise of eminent domain within the area of operation of a housing authority or within an urban renewal area or within a deteriorated or deteriorating area or within a competitively disadvantaged border community area unless the specific property to be condemned is proven by clear and convincing evidence to be in such condition that it meets all of the requirements:
 - 1. The property, due to general dilapidation, compromised structural integrity, or failed mechanical systems, endangers life or endangers property by fire or by other perils that pose an actual identifiable threat to building occupants; and
 - 2. The property contains specifically identifiable conditions that pose an actual risk to human health, transmission of disease, juvenile delinquency or criminal content; and
 - 3. The property presents an actual risk of harm to the public health, safety, morals or general welfare; or
- (iii) For those public and private uses for which eminent domain is expressly provided in the constitution of the state of Idaho.

(3) This section shall not affect the authority of a governmental entity to condemn a leasehold estate on property owned by the governmental entity.

(4) The rationale for condemnation by the governmental entity proposing to condemn property shall be freely reviewable in the course of judicial proceedings involving exercise of the power of eminent domain.

7-702. ESTATES SUBJECT TO TAKING. The following is a classification of the estates and rights in lands subject to be taken for public use:

- 1. A fee simple, when taken for public buildings or grounds, or for permanent buildings, for reservoirs and dams and permanent flooding occasioned thereby, or for an outlet for a flow, or a place for the deposit of debris or tailings of a mine.
- 2. An easement, when taken for any other use.
- 3. The right of entry upon, and occupation of, lands, and the right to take therefrom such earth, gravel, stones, trees and timber as may be necessary for some public use.

7-703. PRIVATE PROPERTY SUBJECT TO TAKING. The private property which may be taken under this chapter includes:

- 1. All real property belonging to any person.
- 2. Lands belonging to the government of the United States, to this state, or to any county, incorporated city, or city and county, village or town, not appropriated to some public use.
- 3. Property appropriated to public use; but such property shall not be taken unless for a more necessary public use than that to which it has been already appropriated.
- 4. Franchises for toll roads, toll bridges and ferries, and all other franchises; but such franchises shall not be taken unless for free highways, railroads or other more necessary public use.
- 5. All rights of way for any and all the purposes mentioned in section 7-701, and any and all structures and improvements thereon, and the lands held or used in connection therewith, shall be subject to be connected with, crossed or intersected by any other right of way or improvements or structures thereon. They shall also be subject to a limited use, in common with the owners thereof, when necessary, but such uses, crossings, intersections and connections shall be made in the manner most compatible with the greatest public benefit and least private injury.

6. All classes of private property not enumerated may be taken for public use when such taking is authorized by law.

7-704. FACTS PREREQUISITE TO TAKING. Before property can be taken it must appear:

1. That the use to which it is to be applied is a use authorized by law.
2. That the taking is necessary to such use.
3. If already appropriated to some public use, that the public use to which it is to be applied is a more necessary public use.
4. In addition, for an electrical transmission line with a capacity in excess of two hundred thirty (230) KV (kilovolts), to be constructed over private real property actively devoted to agriculture, that a public meeting shall have been held following ten (10) days' notice, as provided by section 60-109, Idaho Code, being published in a newspaper of general circulation in each county or counties in which the transmission line is proposed to be located with the last publication of the legal notice having occurred prior to the public meeting at which testimony from interested persons regarding the transmission line location is received.

7-704A. ACQUISITION OF OMITTED LANDS -- ESCROW OF FUNDS. (1) The state of Idaho, or any of its political subdivisions, in exercising [exercising] its powers of eminent domain, shall acquire and pay full value for all lands classified as omitted lands under federal legislation as though the state of Idaho or any political subdivision thereof were receiving fee simple title.

(2) The state of Idaho or any political subdivision thereof shall be entitled to escrow the funds for the acquisition of the omitted lands until a letter of acquiescence or other documentation is received from the federal government, at which time all of the funds shall be remitted to the landholder.

7-705. SURVEY AND LOCATION OF LAND. In all cases where land is required for public use the state or its agents in charge of such use may survey and locate the same, but it must be located in the manner which will be most compatible with the greatest public good and the least private injury, and subject to the provisions of this chapter. The state or its agents in charge of such public use, may enter upon the land and make examinations, surveys and maps thereof, and such entry shall constitute no cause for action in favor of the owners of the land, except for injuries resulting from negligence, wantonness or malice.

7-706. JURISDICTION IN DISTRICT COURT -- COMMENCEMENT OF PROCEEDINGS. All proceedings under this chapter must be brought in the district court for the county in which the property is situated. They must be commenced by filing a complaint and issuing a summons thereon.

7-707. COMPLAINT. The complaint must contain:

1. The name of the corporation, association, commission or person in charge of the public use for which the property is sought, who must be styled plaintiff.
2. The names of all owners and claimants of the property, if known, or a statement that they are unknown, who must be styled defendants.
3. A statement of the right of the plaintiff.
4. If a right-of-way be sought, the complaint must show the location, general route and termini, and must be accompanied with maps thereof.
5. A description of each piece of land sought to be taken, and whether the same includes the whole, or only a part, of an entire parcel or tract. All parcels lying in the county, and required for the same public use, may be included in the same or separate proceedings, at the option of the plaintiff, but the court may consolidate or separate them to suit the convenience of the parties.
6. An order of condemnation, or resolution, or other official and binding document entered by the plaintiff which sets forth and clearly identifies all property rights to be acquired including rights to

and from the public way, and permanent and temporary easements known or reasonably identifiable to the condemning authority.

7. In all cases where the owner of the lands sought to be taken resides in the county in which said lands are situated, a statement that the plaintiff has sought, in good faith, to purchase the lands so sought to be taken, or settle with the owner for the damages which might result to his property from the taking thereof, and was unable to make any reasonable bargain therefor, or settlement of such damages; but in all other cases these facts need not be alleged in the complaint, or proved.

7-708. SUMMONS. The clerk must issue a summons, which must contain the names of the parties, a general description of the whole property, a statement of the public use for which it is sought, and a reference to the complaint for descriptions of the respective parcels, and a notice to the defendants to appear and show cause why the property described should not be condemned as prayed for in the complaint. In all other particulars it must be in the form of a summons in civil actions, and must be served in like manner.

7-710. POWERS OF COURT. The court shall have power:

1. To regulate and determine the place and manner of making connections and crossings, or of enjoying the common use mentioned in the fifth subdivision of section 7-703.
2. To hear and determine all adverse or conflicting claims to the property sought to be condemned, and to the damages therefor.
3. To determine the respective rights of different parties seeking condemnation of the same property.

7-711. ASSESSMENT OF DAMAGES. The court, jury or referee must hear such legal testimony as may be offered by any of the parties to the proceedings, and thereupon must ascertain and assess:

1. The value of the property sought to be condemned, and all improvements thereon pertaining to the realty, and of each and every separate estate or interest therein; if it consists of different parcels, the value of each parcel and each estate or interest therein shall be separately assessed. For purposes of ascertaining the value of the property, the minimum amount for damages shall be the greater of the assessed value for property tax purposes unless the court, jury or referee finds the property has been altered substantially, or the plaintiff's highest prelitigation appraisal.

2. If the property sought to be condemned constitutes only a part of a larger parcel: (a) the damages which will accrue to the portion not sought to be condemned, by reason of its severance from the portion sought to be condemned, and the construction of the improvement in the manner proposed by the plaintiff; and (b) the damages to any business qualifying under this subsection having more than five (5) years' standing which the taking of a portion of the property and the construction of the improvement in the manner proposed by the plaintiff may reasonably cause. The business must be owned by the party whose lands are being condemned or be located upon adjoining lands owned or held by such party. Business damages under this subsection shall not be awarded if the loss can reasonably be prevented by a relocation of the business or by taking steps that a reasonably prudent person would take, or for damages caused by temporary business interruption due to construction; and provided further that compensation for business damages shall not be duplicated in the compensation otherwise awarded to the property owner for damages pursuant to subsections (1) and (2)(a) of this section 7-711, Idaho Code.

- (i) If the business owner intends to claim business damages under this subsection, the owner, as defendant, must submit a written business damage claim to the plaintiff within ninety (90) days after service of the summons and complaint for condemnation. The plaintiff's initial offer letter or accompanying information must expressly inform the defendant of its rights under this subsection, and must further inform the defendant of its right to consult with an attorney.

- (ii) The defendant's written claim must be sent to the plaintiff by certified mail, return receipt requested. Absent a showing of a good faith justification for the failure to submit a business

damage claim within ninety (90) days, or an agreed extension by the parties, the court shall strike the defendant's claim for business damages in any condemnation proceeding.

(iii) The business damage claim must include an explanation of the nature, extent, and monetary amount of such claimed damages and must be prepared by the owner, a certified public accountant, or a business damage expert familiar with the nature of the operations of the defendant's business. The defendant shall also provide the plaintiff with copies of the defendant's business records that substantiate the good faith offer to settle the business damage claim. The business damage claim must be clearly segregated from the claim for property damages pursuant to subsections (1) and (2)(a) of this section 7-711, Idaho Code.

(iv) As used in this subsection, the term "business records" includes, but is not limited to, copies of federal and state income tax returns, state sales tax returns, balance sheets, and profit and loss statements for the five (5) years preceding which are attributable to the business operation on the property to be acquired, and other records relied upon by the business owner that substantiate the business damage claim.

(v) The plaintiff's good faith in failing to offer compensation for business damages shall not be contested at a possession hearing held pursuant to section 7-721, Idaho Code, if the defendant has not given notice of its intent to claim business damages prior to the date of filing of the motion that initiates the proceeding under that section.

3. Separately, how much the portion not sought to be condemned, and each estate or interest therein, will be specially and directly benefited, if at all, by the construction of the improvement proposed by the plaintiff; and if the benefit shall be equal to the damages assessed, under subsection 2. of this section, the owner of the parcel shall be allowed no compensation except the value of the portion taken; but if the benefit shall be less than the damages so assessed, the former shall be deducted from the latter, and the remainder shall be the only damages allowed in addition to the value.

4. If the property sought to be condemned be for a railroad, the cost of good and sufficient fences along the line of such railroad, and the cost of cattle guards where fences may cross the line of such railroad.

5. As far as practicable, compensation must be assessed for each source of damages separately.

6. If the property sought to be condemned is private real property actively devoted to agriculture, the damages which will accrue because of the costs, if any, of farming around electrical transmission line structure(s) for a transmission line with a capacity in excess of two hundred thirty (230) kilovolts. If the property sought to be condemned has been the subject of a previous condemnation proceeding or proceedings for electrical transmission line structure(s) and at the time of condemnation the field holds other electrical transmission line structure(s), such evidence of costs referred to above may also include the cumulative effects, if any, of conducting farming operations around other electrical transmission line structure(s) in the same field, whether such structure(s) are of the condemner or not.

7-711A. ADVICE OF RIGHTS FORM -- RIGHTS WHEN CONDEMNING AUTHORITY

ACQUIRES PROPERTY. Whenever a state or local unit of government or a public utility is beginning negotiations to acquire a parcel of real property in fee simple, the condemning authority shall provide the owner of the property a form containing a summary of the rights of an owner of property to be acquired under this chapter. If the condemning authority does not supply the owner of the real property with this form, there will be a presumption that any sale or contract entered into between the condemning authority and the owner was not voluntary and the condemning authority may be held responsible for such relief, if any, as the court may determine to be appropriate considering all of the facts and circumstances. The form shall contain substantially the following:

(1) The (name of entity allowed to use eminent domain proceedings pursuant to chapter 7, title 7, Idaho Code) has the power under the constitution and the laws of the state of Idaho and the United States to take private property for public use. This power is generally referred to as the power of "eminent domain" or condemnation. The power can only be exercised when:

(a) The property is needed for a public use authorized by Idaho law;

(b) The taking of the property is necessary to such use;
(c) The taking must be located in the manner which will be most compatible with the greatest public good and the least private injury.

(2) The condemning authority must negotiate with the property owner in good faith to purchase the property sought to be taken and/or to settle with the owner for any other damages which might result to the remainder of the owner's property.

(3) The owner of private property to be acquired by the condemning authority is entitled to be paid for any diminution in the value of the owner's remaining property which is caused by the taking and the use of the property taken proposed by the condemning authority. This compensation, called "severance damages," is generally measured by comparing the value of the property before the taking and the value of the property after the taking. Damages are assessed according to Idaho Code.

(4) The value of the property to be taken is to be determined based upon the highest and best use of the property.

(5) If the negotiations to purchase the property and settle damages are unsuccessful, the property owner is entitled to assessment of damages from a court, jury or referee as provided by Idaho law.

(6) The owner has the right to consult with an appraiser of the owner's choosing at any time during the acquisition process at the owner's cost and expense.

(7) The condemning authority shall deliver to the owner, upon request, a copy of all appraisal reports concerning the owner's property prepared by the condemning authority. Once a complaint for condemnation is filed, the Idaho rules of civil procedure control the disclosure of appraisals.

(8) The owner has the right to consult with an attorney at any time during the acquisition process. In cases in which the condemning authority condemns property and the owner is able to establish that just compensation exceeds the last amount timely offered by the condemning authority by ten percent (10%) or more, the condemning authority may be required to pay the owner's reasonable costs and attorney's fees. The court will make the determination whether costs and fees will be awarded.

(9) The form contemplated by this section shall be deemed delivered by United States certified mail, postage prepaid, addressed to the person or persons shown in the official records of the county assessor as the owner of the property. A second copy will be attached to the appraisal at the time it is delivered to the owner.

(10) If a condemning authority desires to acquire property pursuant to this chapter, the condemning authority or any of its agents or employees shall not give the owner any timing deadline as to when the owner must respond to the initial offer which is less than thirty (30) days. A violation of the provisions of this subsection shall render any action pursuant to this chapter null and void.

(11) Nothing in this section changes the assessment of damages set forth in section 7-711, Idaho Code.

7-712. DAMAGES -- DATE OF ACCRUAL. For the purpose of assessing compensation and damages, the right thereto shall be deemed to have accrued at the date of the summons, and its actual value, at that date, shall be the measure of compensation for all property to be actually taken, and the basis of damages to property not actually taken, but injuriously affected, in all cases where such damages are allowed, as provided in the last section. No improvements put upon the property subsequent to the date of the service of summons shall be included in the assessment of compensation or damages. The compensation and damages awarded shall draw lawful interest from the date of the summons.

7-713. CURING DEFECTIVE TITLE. If the title attempted to be acquired is found to be defective from any cause, the plaintiff may again institute proceedings to acquire the same as in this chapter prescribed.

7-714. PAYMENT OF DAMAGES. The plaintiff must, within thirty (30) days after final judgment, pay the sum of money assessed, but may, at the time of or before payment, elect to build the fences and cattle

guards, and, if he so elect, shall execute to the defendant a bond, with sureties to be approved by the court, in double the assessed cost of the same, to build such fences and cattle guards within eight (8) months from the time the railroad is built on the land taken, and, if such bond is given, need not pay the cost of such fences and cattle guards. In an action on such bond the plaintiff may recover reasonable attorney's fees.

7-715. PAYMENT OF DAMAGES -- FAILURE TO MAKE PAYMENT. Payment may be made to the defendants entitled thereto, or the money may be deposited in court for the defendants, and be distributed to those entitled thereto. If the money be not so paid or deposited, the defendants may have execution as in civil cases; and if the money cannot be made on execution, the court, upon a showing to that effect, must set aside and annul the entire proceedings, and restore possession of the property to the defendant, if possession has been taken by the plaintiff.

7-716. FINAL ORDER OF CONDEMNATION. When payments have been made and the bond given, if the plaintiff elects to give one, as required by the last two (2) sections, the court must make final order of condemnation, which must describe the property condemned and the purposes of such condemnation. A copy of the order must be filed in the office of the recorder of the county, and thereupon the property described therein shall vest in the plaintiff for the purposes therein specified.

7-717. POSSESSION BY PLAINTIFF -- PAYMENT OF DAMAGES -- APPOINTMENT OF COMMISSIONERS. At any time after trial and judgment entered, or pending an appeal from the judgment to the Supreme Court, whenever the plaintiffs shall have paid into the court for the defendant the full amount of the judgment, and such further sum as shall be required by the court as a fund to pay any further damages and costs that may be recovered in said proceedings, as well as all damages that may be sustained by the defendant, if for any cause the property shall not be finally taken for public use, the district court in which the proceeding was tried may, upon notice of not less than ten (10) days, authorize the plaintiff, if already in possession, to continue therein, and if not, to take possession of and use the property during the conclusion of the litigation, and may, if necessary, stay all actions and proceedings against the plaintiff on account thereof.

The defendant who is entitled to the money paid into court for him upon any judgment, shall be entitled to demand and receive the same at any time thereafter, upon obtaining an order therefor from the court. It shall be the duty of the court, or the judge thereof, upon application being made by such defendant, to order and direct that the money so paid into court for him, be delivered to him upon his filing a satisfaction of the judgment, or upon his filing a receipt therefor, and an abandonment of all defenses to the action or proceeding, except as to the amount of damages that he may be entitled to in the event that a new trial shall be granted. A payment to a defendant as aforesaid shall be held to [be] an abandonment by such defendant of all defenses interposed by him, excepting his claim for greater compensation. The court may order the money to be deposited in the county treasury, and in such case it shall be the duty of the treasurer to receive all such moneys, duly receipt for, and safely keep the same, and to pay out such moneys in such manner, and at such times, as the court or judge thereof may direct, and for such duty he shall be liable to the plaintiff upon his official bond; provided further, that at any time after the commencement of proceedings in the district court, as provided for in this chapter, to condemn property, and upon ten (10) days' notice to the adverse party, the district court or the judge thereof may appoint three (3) disinterested persons, who shall be residents of the county in which the land is situated, as commissioners to assess and determine the damages that the defendant will sustain by reason of the condemnation and appropriation of the property described in the complaint, and the said commissioners shall, before entering upon the discharge of their duties, take and subscribe an oath to faithfully and impartially discharge their duties as such commissioners. Such commissioners shall, within five (5) days of their appointment, give notice in writing of the time and place where they will meet for the purpose aforesaid, which time shall not be less than five (5) days nor more than ten (10) days from the date of giving said notice, and which place shall be within five (5) miles of the premises aforesaid, unless

another time or place is agreed upon by the commissioners and the parties. At the time and place mentioned in such notice they may administer oaths to witnesses, and hear the evidence offered by the parties, and, after viewing the premises, shall report in writing their proceedings and the damages which they find the defendant will sustain by reason of the condemnation and appropriation of said property, which report shall be signed by said commissioners, or a majority thereof, and be filed in the office of the clerk of the district court in which such action shall be pending within ten days of the date of the conclusion of the commissioners' proceedings unless additional time therefor is granted by the court or judge thereof; and at any time after payment to the defendant of the amount so assessed and found by said commissioners as damages, or in case the defendant shall refuse to receive the same, then at any time after such amount shall be deposited with the clerk of the said court to abide the result of said action, the plaintiff may enter upon, and take possession of and use, the property mentioned in the complaint and do such work thereon as may be required for the easement or title sought according to its nature, until the final conclusion of the litigation concerning the same: provided further, that at the time of making such payment to the defendant of the amount so assessed and found by said commissioners as damages, or in case the defendant shall refuse to receive the same, then at any time after such amount shall be deposited with the clerk of the said court to abide the result of said action, the plaintiff may elect to build the fences, cattle guards and other structures by said commissioners found to be necessary, and may execute to the defendant a bond as provided in Section 7-714.

7-718. COSTS. Costs may be allowed or not, and, if allowed, may be apportioned between the parties on the same or adverse sides in the discretion of the court.

7-720. APPLICATION TO MUNICIPALITIES. Nothing in this code must be construed to abrogate or repeal any statute provided for the taking of property in any municipality for street purposes. Any municipality at its option may exercise the right of eminent domain under the provisions of this chapter for any of the uses and purposes mentioned in sections 50-1124 and 50-1125, in like manner and to the same extent as for any of the purposes mentioned in section 7-701.

7-721. POSSESSION BY PLAINTIFF PENDING TRIAL. In any proceeding under the provisions of this chapter for the acquisition of real property, the plaintiff may take possession of and use such property at any time after just compensation has been judicially determined and payment thereof made into court. Judicial determination shall be satisfied by the following requirements:

(1) At any time after an action for condemnation has been commenced under the provisions of this chapter and after the defendant has made an appearance, the plaintiff may file a motion asking that said plaintiff be placed in lawful possession of and have the use of said property and the court shall fix a date, not less than ten (10) or more than twenty (20) days after the filing of such motion, for the hearing thereon and shall require due notice to be given to each party to the proceedings whose interest would be affected by the requested taking. Notice herein shall be given as provided in rule 5(a) or 5(b), as the case may be, of the Idaho rules of civil procedure.

If the defendant has not appeared, but is not in default, plaintiff may proceed as herein provided twenty (20) days after the action shall have been commenced by serving the motion and notice of the hearing in the same manner as required for service of summons.

(2) At the hearing the court shall first determine whether or not plaintiff (a) has the right of eminent domain, (b) whether or not the use to which the property is to be applied is a use authorized by law, (c) whether or not the taking is necessary to such use, and (d) whether or not plaintiff has sought, in good faith, to purchase the lands sought to be taken and the court shall enter an order thereon which shall be a final order as to these issues and an appeal may be taken therefrom; provided, however, no appeal therefrom shall stay further proceedings.

(3) If the matters in the preceding subsection are determined in favor of the plaintiff the court shall hear the issues raised by the plaintiff's motion for taking and shall receive such evidence as it may consider necessary and proper for a finding of just compensation, but the court may limit the number of

witnesses presented by any party to the action, and, in its discretion, may appoint a disinterested appraiser as an agent of the court to evaluate the property to which the motion relates and to report his conclusions to the court within ten (10) days from the date of his appointment; and the court shall fix his fee which shall be paid by the plaintiff. The court shall within five (5) days after the hearing, or if it shall appoint an appraiser, within five (5) days after receiving his report, make an order of determination of just compensation.

(4) Neither the order of the court determining just compensation, nor the amount of the deposit, nor the report of the appraiser appointed by the court shall be admissible in evidence in further proceedings under this section.

(5) After the court has entered its order of determination of the amount of just compensation, the plaintiff may deposit such amount with the court and the court shall thereupon enter an order fixing a date from which the plaintiff shall be entitled to take possession of and use the property. After such deposit and order have been made the cause shall proceed to trial in the regular manner.

(6) Any party defendant may file with the court an application to withdraw his share of the amount deposited by the plaintiff. Such application may be filed at any time after the court has entered its order placing plaintiff in possession and use of the property. If there be only one (1) defendant in the action, the court shall authorize the requested withdrawal of funds, but if there shall be more than one (1) defendant the court shall fix a date for hearing on the application to withdraw funds and shall require notice to be given to each party whose interest would be affected by such withdrawal. After hearing the court shall determine the share of the funds deposited to which the defendants or any of them are lawfully entitled and shall authorize the withdrawal requested or such part thereof as shall be proper.

(7) If more than eighty percent (80%) of the amount deposited is withdrawn, the defendant or defendants making the withdrawal shall be required to make a written undertaking, executed by two (2) or more sufficient sureties, approved by the court, to the effect that they are bound to the plaintiff for the payment to it of such sum by which the amount withdrawn shall exceed the amount of the award finally determined upon trial of the cause.

(8) Upon trial of the cause the court shall enter judgment against the plaintiff for the amount of the award, and the plaintiff shall pay to the defendant or defendants the amount, if any, by which such judgment exceeds the amount previously deposited; provided that if the award and judgment shall be less than the amount withdrawn under subsection (6) of this section, the defendant or defendants shall refund the difference to the clerk of the court and if such refund is not made within thirty (30) days the court shall enter judgment in favor of the plaintiff and against such defendant or defendants for the amount of the difference.

(9) After plaintiff has deposited with the court the amount determined by the court to be just compensation, no interest shall accrue on the amount so deposited.









INVOICE**FROM:**

Wayne T. Agee
Western Appraisal
1014 Main St.
Lewiston, ID 83501

Telephone Number: (208) 746-9891

Fax Number: (208) 746-9895

INVOICE NUMBER

RL5552

DATE

Fielded 10/26/2007

REFERENCE

Internal Order #: RL5552

Lender Case #:

Client File #:

Main File # on form: RL5552

Other File # on form: RL5552

Federal Tax ID:

Employer ID:

TO:

Chet Herbst
Lewis-Clark State College
500 8th Ave.
Lewiston, ID 83501

Telephone Number: 792-2240

Fax Number:

Alternate Number:

E-Mail: lkloewen@lcsc.edu

DESCRIPTION

Lender: Lewis-Clark State College

Client: Lewis-Clark State College

Purchaser/Borrower: N/A

Property Address: RPL0620002007AA & RPL0620002005CA

City: Lewiston

County: Nez Perce

State: ID

Zip: 83501

Legal Description: See Attached Legal Descriptions

FEES**AMOUNT**

Bare Land Appraisal

400.00

SUBTOTAL

400.00

PAYMENTS**AMOUNT**

Check #:

Date:

Description:

Check #:

Date:

Description:

Check #:

Date:

Description:

SUBTOTAL

TOTAL DUE

\$

400.00

LAND APPRAISAL REPORT

RL5552

File No. RL5552

IDENTIFICATION

Borrower

N/A

Census Tract

170043-99

Map Reference

35-A

Property Address

RPL0620002007AA & RPL0620002005CA

City

Lewiston

County

Nez Perce

State

ID

Zip Code

83501

Legal Description

See Attached Legal Descriptions

Sale Price \$

N/A

Date of Sale

N/A

Loan Term

N/A

yrs.

Property Rights Appraised

☒ Fee

☐ Leasehold

☐ De Minimis PUD

Actual Real Estate Taxes \$

662.90

(yr)

Loan charges to be paid by seller \$

N/A

Other sales concessions

N/A

Lender/Client

Lewis-Clark State College

Address

500 8th Ave., Lewiston, ID 83501

Occupant

Appraiser

Wayne T. Agee

Instructions to Appraiser

Determine an opinion of the current market value of the subject bare land.

NEIGHBORHOOD

Location

☒ Urban

☐ Suburban

☐ Rural

Built Up

☒ Over 75%

☐ 25% to 75%

☐ Under 25%

Growth Rate

☐ Fully Dev.

☐ Rapid

☒ Steady

☐ Slow

Property Values

☐ Increasing

☒ Stable

☐ Declining

Demand/Supply

☐ Shortage

☒ In Balance

☐ Oversupply

Marketing Time

☐ Under 3 Mos.

☒ 4-6 Mos.

☐ Over 6 Mos.

Present Land Use

70% 1 Family

7% 2-4 Family

5% Apts.

.5% Condo

10% Commercial

.5% Industrial

2% Vacant

5% Bare Land

Change in Present Land Use

☒ Not Likely

☐ Likely (*)

☐ Taking Place (*)

Predominant Occupancy

☒ Owner

☐ Tenant

% Vacant

Single Family Price Range

\$ 50,000

to \$ 685,000

Predominant Value \$ 135,000

Single Family Age

1 yrs. to

120 yrs.

Predominant Age

40 yrs.

Good

Avg.

Fair

Poor

Employment Stability

☐

☒

☐

☐

Convenience to Employment

☒

☐

☐

☐

Convenience to Shopping

☐

☒

☐

☐

Convenience to Schools

☒

☐

☐

☐

Adequacy of Public Transportation

☒

☐

☐

☐

Recreational Facilities

☒

☐

☐

☐

Adequacy of Utilities

☒

☐

☐

☐

Property Compatibility

☒

☐

☐

☐

Protection from Detrimental Conditions

☐

☒

☐

☐

Police and Fire Protection

☒

☐

☐

☐

General Appearance of Properties

☐

☒

☐

☐

Appeal to Market

☐

☒

☐

☐

Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, view, noise):

The subject is located in a primarily single family residential neighborhood with commercial properties located on the arterial streets directly adjacent to Lewis-Clark State College.

Employment, schools and retail shopping are a short commute from the subject property. Single family residential properties in the neighborhood vary in size, style, age and value. Sites vary in size from 3,500 sq. ft. to 12,000 sq. ft.

SITE

Dimensions

120' x 142'

=

17,040

Sq. Ft. or Acres

☐ Corner Lot

Zoning classification

R3 Medium Density Residential

Present Improvements

☒ do

☐ do not conform to zoning regulations

Highest and best use

☐ Present use

☒ Other (specify) Mult-Family Residential Site. SEE ATTACHED SUPPLMENTAL ADDENDUM.

Public

Other (Describe)

Elec.

☐

Available

Gas

☐

Available

Water

☐

Available

San. Sewer

☐

Available

☐

Underground Elect. & Tel.

OFF SITE IMPROVEMENTS

Street Access

☒ Public

☐ Private

Surface

Asphalt

Maintenance

☒ Public

☐ Private

☒ Storm Sewer

☒ Curb/Gutter

☒ Sidewalk

☒ Street Lights

Topo

Level

Size

Large Residential

Shape

Rectangular

View

Average

Drainage

Average

Is the property located in a HUD Identified Special Flood Hazard Area?

☒ No

☐ Yes

Comments (favorable or unfavorable including any apparent adverse easements, encroachments, or other adverse conditions):

No adverse easements, encroachments of other adverse site conditions were noted. No repairs, alterations or inspections are required as conditions to this appraisal report.

MARKET DATA ANALYSIS

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to or more favorable than the subject property, a minus (-) adjustment is made thus reducing the indicated value of subject; if a significant item in the comparable is inferior to or less favorable than the subject property, a plus (+) adjustment is made thus increasing the indicated value of the subject.

ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	RPL0620002007AA & RPL0620002005CA Lewiston						
Proximity to Subject							
Sales Price	\$ N/A		\$		\$		\$
Price sq. ft.	\$		\$		\$		\$
Data Source	Obsvtn,CntyRecs						
Date of Sale and Time Adjustment	DESCRIPTION N/A	DESCRIPTION	+ (-) \$ Adjust.	DESCRIPTION	+ (-) \$ Adjust.	DESCRIPTION	+ (-) \$ Adjust.
Location	Lewiston						
Site/View	17,040 sq. ft. / Av						
Topography/Access	Level/Good						
Zoning	R3						
Sales or Financing Concessions	N/A N/A						
Net Adj. (Total)		☐ + ☐ -	\$	☐ + ☐ -	\$	☐ + ☐ -	\$
Indicated Value of Subject		Net %	\$	Net %	\$	Net %	\$

Comments on Market Data:

Due to the lack of recent comparable sales in the immediate neighborhood of the subject property, the appraiser has not completed the Sales Comparison Approach Grid above. A summary discussion of the methods used to derive an opinion of market value for the subject property can be found on the attached Supplemental Addendum.

Comments and Conditions of Appraisal:

SEE THE ATTACHED SUPPLEMENTAL ADDENDUM.

RECONCILIATION

Final Reconciliation:

SEE THE ATTACHED SUPPLEMENTAL ADDENDUM.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF

November 02 2007

to be \$ 63,000

The opinion of market value is based upon the sales discussion located on the attached Supplemental Addendum.

Wayne T. Agee

Wayne T. Agee

Appraiser(s)

Review Appraiser (if applicable)

☐ Did

☐ Did Not Physically Inspect Property

[Y2K]

Western Appraisal (208)746-9891
Form LND — "WinTOTAL" appraisal software by a la mode, inc. — 1-800-ALAMODE

BAHR - SECTION II

TAB 28 Page 18

Supplemental Addendum

File No. RL5552

Borrower/Client	N/A					
Property Address	RPL0620002007AA & RPL0620002005CA					
City	Lewiston	County	Nez Perce	State	ID	Zip Code 83501
Lender	Lewis-Clark State College					

SUBJECT PROPERTY & ANALYSIS

The subject property consists of a 17,040 square foot site located at the intersection of Fourth Street and 8th Avenue. The subject site is located within an R3 zoning which allows for a number of different residential as well as some other non-residential uses for the subject site. There are currently no sales of comparable bare sites which are located within an R3 or R4 zoning in the immediate neighborhood of the subject property. Therefore, the appraiser did not use the standard Sales Comparison Approach grid on the attached Bare Land Appraisal report form. A discussion of the methodologies used in order to determine an opinion of market value for the subject site is described below.

When appraising a bare site the appraiser must always consider the "Highest and Best Use" of the property which is the subject of the appraisal. Highest and Best Use is defined as the legally permissible, economically feasible, physically possible and most maximally profitable use of a site. These four factors are also known as the four tests of Highest and Best Use. The subject site is currently improved with an asphalt parking lot with related site improvements. This is allowed by the current zoning of the subject property (legally permissible) and is economically feasible and physically possible. However an improved parking area is not the most maximally profitable use of the subject site. Upon analysis of the market data collected the appraiser determined that the Highest and Best Use of the subject property is not as an improved parking area, but as a multi-family residential site.

Due to the lack of comparable sales within the subject neighborhood the appraiser extracted sales from the greater market area of Lewiston of R3 site sales with some similarity to the subject site. These sales were then broken down into a dollar per square foot and dollar per unit of value. Dollar per unit of value is an indication of the dollar amount that would be assigned per unit of a multi-family residential building if it were constructed on that site. As an example; If there were a 12,000 sq. ft. site located in an R3 zone that sold for \$30,000, it would have a per unit value of approximately \$7,500. This is calculated by taking the site size divided by the minimum square feet per unit as allowed by zoning, which is 2,500 sq. ft. and then dividing the sales price by that result.
12,000 sq. ft. divided by 2,500 = 4.8 (number of allowed units on the property) 4.8 is rounded down as you cannot have 0.8 of a living unit.
\$30,000 divided by 4 = \$7,500 per unit.

COMPARABLE SALES CHART

Number	1	2	3	4
Sale	White	Eldridge	Frost (Actual)	Frost (Possible)
Location	16th St. & 18th Ave.	5th St. and Linden	Lot 4, Valleyview Est	Lot 4, Valleyview Est
Sales Price	\$128,500	\$81,500	\$55,000	\$55,000
Date	Jun-06	Feb-07	Sep-04	Sep-04
Size	53,941 sq. ft.	24,920 sq. ft.	13,254 sq. ft.	13,254 sq. ft.
Dollar per square foot	\$2.38	\$3.27	\$4.15	\$4.15
Dollar per Unit	\$6,119	\$8,150	\$13,750	\$11,000

As can be seen in the above comparable sales chart, the dollar per square foot range is from \$2.38 to \$4.15 for similar R3 sites in the Lewiston market area. The Dollar per unit range is from \$6,119 to \$13,750.

Comparable sale # 1 is of a much larger site with greater utility and access than the subject site. Therefore it is the least comparable of the sales available, but does give a base line indication for a larger multi-family residential site.

Comparable sale # 2 is the most similar in size, access and utility to the subject site, however, it has an inferior, less central location in the Lewiston Orchards.

Comparable # 3 and # 4 are the same sale. This sale was broken down twice because of what actually occurred and what could have occurred on the site. This sale is of a view site used for the construction of high quality condominium units. The comparable site was purchased for \$55,000 and a four unit building was constructed on site. The site size would have allowed for a 5 unit building. Therefore, comparable # 3 is the break down for the actual 4 unit building that was constructed and # 4 is for the possible 5 unit building that could have been constructed. The comparable sales are superior in location, utility and marketability to the subject site.

Upon adjustment the appraiser has determined that the subject site would have an estimated dollar per square foot and dollar per unit in between comparable sales # 2, # 3 and # 4 at \$3.75 per sq. ft. and \$10,000 per unit.
17,040 square feet x \$3.75 per square foot = \$63,900
6 possible units (17,040 divided by 2,500) x \$10,000 = \$60,000.

RECONCILIATION

The subject site is a possible investment site due to it's location near Lewis-Clark State College, subsequent zoning and Highest and Best Use. A typical investor would most likely weight the dollar per square foot value of a site when determining it's investment potential Therefore, the appraiser has determined that the dollar per square foot indication of value would be the most reliable indication of value.

It is the appraiser's opinion that as of the effective date of November 2, 2007 the subject site would have an estimated market value of approximately \$63,000.

PURPOSE AND FUNCTION: The purpose of this appraisal is to estimate that market value of the subject

Supplemental Addendum

File No. RL5552

Borrower/Client	N/A				
Property Address	RPL0620002007AA & RPL0620002005CA				
City	Lewiston	County	Nez Perce	State	ID Zip Code 83501
Lender	Lewis-Clark State College				

property defined herein. The function of the appraisal is to assist the above named client in evaluating the subject property for possible purchase. This is not a federally related transaction.

SCOPE OF WORK: This is a summary appraisal report. The appraiser investigated public records on the subject property, physically observed the subject property, researched the market area for economic and sales data and analyzed the data collected using accepted methods. Additional information regarding any of the contents of this appraisal is available from the appraiser's files upon receipt of an authorized request.

Subject Photo Page

Borrower/Client	N/A					
Property Address	RPL0620002007AA & RPL0620002005CA					
City	Lewiston	County	Nez Perce	State	ID	Zip Code 83501
Lender	Lewis-Clark State College					



Subject Front

RPL0620002007AA & RPL0620002005CA
Sales Price N/A
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location Lewiston
View 17,040 sq. ft. / Av
Site
Quality
Age



Subject Rear



Subject Street

Comparable Photo Page

Borrower/Client	N/A					
Property Address	RPL0620002007AA & RPL0620002005CA					
City	Lewiston	County	Nez Perce	State	ID	Zip Code 83501
Lender	Lewis-Clark State College					



Comparable 1

WHITE
Prox. to Subject
Sales Price
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location
View
Site
Quality
Age



Comparable 2

ELDRIDGE
Prox. to Subject
Sales Price
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location
View
Site
Quality
Age



Comparable 3

FROST
Prox. to Subject
Sales Price
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location
View
Site
Quality
Age

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
2. The appraiser has provided a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
5. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
6. The appraiser has noted in the appraisal report any adverse conditions (such as, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
7. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
8. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
9. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.
10. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

APPRAISER’S CERTIFICATION: The Appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to, or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.
2. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form.
4. I have no present or prospective interest in the property that is the subject to this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.
5. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.
6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.
7. I performed this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal, with the exception of the departure provision of those Standards, which does not apply. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value and the estimate I developed is consistent with the marketing time noted in the neighborhood section of this report, unless I have otherwise stated in the reconciliation section.
8. I have personally inspected the interior and exterior areas of the subject property and the exterior of all properties listed as comparables in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about the effect of the adverse conditions on the marketability of the subject property.
9. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the reconciliation section of this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in the report; therefore, if an unauthorized change is made to the appraisal report, I will take no responsibility for it.

SUPERVISORY APPRAISER’S CERTIFICATION: If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser’s certifications numbered 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED: RPL0620002007AA & RPL0620002005CA, Lewiston, ID 83501

APPRAISER:

Signature: Wayne T. Agee
Name: Wayne T. Agee
Date Signed: 11/06/2007
State Certification #: _____
or State License #: LRA-1868
State: ID
Expiration Date of Certification or License: 12/30/2007

SUPERVISORY APPRAISER (only if required):

Signature: _____
Name: _____
Date Signed: _____
State Certification #: _____
or State License #: _____
State: _____
Expiration Date of Certification or License: _____

☐ Did ☐ Did Not Inspect Property

MULTI-PURPOSE SUPPLEMENTAL ADDENDUM

FOR FEDERALLY RELATED TRANSACTIONS

Western Appraisal (208)746-9891

Borrower/Client N/A			
Property Address RPL0620002007AA & RPL0620002005CA			
City Lewiston	County Nez Perce	State ID	Zip Code 83501
Lender Lewis-Clark State College			

This Multi-Purpose Supplemental Addendum for Federally Related Transactions was designed to provide the appraiser with a convenient way to comply with the current appraisal standards and requirements of the Federal Deposit Insurance Corporation (FDIC), the Office of the Comptroller of Currency (OCC), The Office of Thrift Supervision (OTS), the Resolution Trust Corporation (RTC), and the Federal Reserve.

This Multi-Purpose Supplemental Addendum is for use with any appraisal. Only those statements which have been checked by the appraiser apply to the property being appraised.

☐ PURPOSE & FUNCTION OF APPRAISAL

The purpose of the appraisal is to estimate the market value of the subject property as defined herein. The function of the appraisal is to assist the above-named Lender in evaluating the subject property for lending purposes. This is a federally related transaction.

☒ EXTENT OF APPRAISAL PROCESS

☒ The appraisal is based on the information gathered by the appraiser from public records, other identified sources, inspection of the subject property and neighborhood, and selection of comparable sales within the subject market area. The original source of the comparables is shown in the Data Source section of the market grid along with the source of confirmation, if available. The original source is presented first. The sources and data are considered reliable. When conflicting information was provided, the source deemed most reliable has been used. Data believed to be unreliable was not included in the report nor used as a basis for the value conclusion.

☐ The Reproduction Cost is based on supplemented by the appraiser’s knowledge of the local market.

☐ Physical depreciation is based on the estimated effective age of the subject property. Functional and/or external depreciation, if present, is specifically addressed in the appraisal report or other addenda. In estimating the site value, the appraiser has relied on personal knowledge of the local market. This knowledge is based on prior and/or current analysis of site sales and/or abstraction of site values from sales of improved properties.

☐ The subject property is located in an area of primarily owner-occupied single family residences and the Income Approach is not considered to be meaningful. For this reason, the Income Approach was not used.

☐ The Estimated Market Rent and Gross Rent Multiplier utilized in the Income Approach are based on the appraiser’s knowledge of the subject market area. The rental knowledge is based on prior and/or current rental rate surveys of residential properties. The Gross Rent Multiplier is based on prior and/or current analysis of prices and market rates for residential properties.

☐ For income producing properties, actual rents, vacancies and expenses have been reported and analyzed. They have been used to project future rents, vacancies and expenses.

☒ SUBJECT PROPERTY OFFERING INFORMATION

According to the subject property:

☐ has not been offered for sale in the past: ☐ 30 days ☐ 1 year ☐ 3 years.

☐ is currently offered for sale for \$.

☐ was offered for sale within the past: ☐ 30 days ☐ 1 year ☐ 3 years for \$.

☐ Offering information was considered in the final reconciliation of value.

☐ Offering information was not considered in the final reconciliation of value.

☒ Offering information was not available. The reasons for unavailability and the steps taken by the appraiser are explained later in this addendum.

☒ SALES HISTORY OF SUBJECT PROPERTY

According to Nez Perce County Records the subject property:

☒ Has not transferred ☐ in the past twelve months. ☐ in the past thirty-six months. ☒ in the past 5 years.

☐ Has transferred ☐ in the past twelve months. ☐ in the past thirty-six months. ☐ in the past 5 years.

☐ All prior sales which have occurred in the past are listed below and reconciled to the appraised value, either in the body of the report or in the addenda.

Date	Sales Price	Document #	Seller	Buyer

☒ FEMA FLOOD HAZARD DATA

☒ Subject property is not located in a FEMA Special Flood Hazard Area.

☐ Subject property is located in a FEMA Special Flood Hazard Area.

Zone	FEMA Map/Panel #	Map Date	Name of Community
C	1601040001B	1/20/1982	

☐ The community does not participate in the National Flood Insurance Program.

☐ The community does participate in the National Flood Insurance Program.

☐ It is covered by a regular program.

☐ It is covered by an emergency program.

☒

CURRENT SALES CONTRACT

☒ The subject property is currently not under contract.

☐ The contract and/or escrow instructions were not available for review. The unavailability of the contract is explained later in the addenda section.

☐ The contract and/or escrow instructions were reviewed. The following summarizes the contract:

Contract Date	Amendment Date	Contract Price	Seller

☐ The contract indicated that personal property was not included in the sale.

☐ The contract indicated that personal property was included. It consisted of _____ Estimated contributory value is \$ _____.

☐ Personal property was not included in the final value estimate.

☐ Personal property was included in the final value estimate.

☐ The contract indicated no financing concessions or other incentives.

☐ The contract indicated the following concessions or incentives: _____

☐ If concessions or incentives exist, the comparables were checked for similar concessions and appropriate adjustments were made, if applicable, so that the final value conclusion is in compliance with the Market Value defined herein.

☒

MARKET OVERVIEW

Include an explanation of current market conditions and trends.

3 to 6

 months is considered a reasonable marketing period for the subject property based on

The appraiser's records and information gathered from local Real Estate Agents, Brokers and the local MLS.

☒

ADDITIONAL CERTIFICATION

The Appraiser certifies and agrees that:

(1) The analyses, opinions and conclusions were developed, and this report was prepared, in conformity with the Uniform Standards of Professional Appraisal Practice ("USPAP"), except that the Departure Provision of the USPAP does not apply.

(2) Their compensation is not contingent upon the reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.

(3) This appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.

☒

ADDITIONAL (ENVIRONMENTAL) LIMITING CONDITIONS

The value estimated is based on the assumption that the property is not negatively affected by the existence of hazardous substances or detrimental environmental conditions unless otherwise stated in this report. The appraiser is not an expert in the identification of hazardous substances or detrimental environmental conditions. The appraiser's routine inspection of and inquiries about the subject property did not develop any information that indicated any apparent significant hazardous substances or detrimental environmental conditions which would affect the property negatively unless otherwise stated in this report. It is possible that tests and inspections made by a qualified hazardous substance and environmental expert would reveal the existence of hazardous substances or detrimental environmental conditions on or around the property that would negatively affect its value.

☒

ADDITIONAL COMMENTS

The intended user of this appraisal report is Lewis-Clark State College

☒

APPRAISER'S SIGNATURE & LICENSE/CERTIFICATION

Appraiser's Signature

Wayne T. Agee

Effective Date

November

Date Prepared

11/06/2007

Appraiser's Name (print)

Wayne T. Agee

Phone #

(208) 746-9891

State

ID

☒ License

☐ Certification #

LRA-1868

Tax ID #

☐

CO-SIGNING APPRAISER'S CERTIFICATION

☐ The co-signing appraiser has personally inspected the subject property, both inside and out, and has made an exterior inspection of all comparable sales listed in the report. The report was prepared by the appraiser under direct supervision of the co-signing appraiser. The co-signing appraiser accepts responsibility for the contents of the report including the value conclusions and the limiting conditions, and confirms that the certifications apply fully to the co-signing appraiser.

☐ The co-signing appraiser has not personally inspected the interior of the subject property and:

☐ has not inspected the exterior of the subject property and all comparable sales listed in the report.

☐ has inspected the exterior of the subject property and all comparable sales listed in the report.

☐ The report was prepared by the appraiser under direct supervision of the co-signing appraiser. The co-signing appraiser accepts responsibility for the contents of the report, including the value conclusions and the limiting conditions, and confirms that the certifications apply fully to the co-signing appraiser with the exception of the certification regarding physical inspections. The above describes the level of inspection performed by the co-signing appraiser.

☐ The co-signing appraiser's level of inspection, involvement in the appraisal process and certification are covered elsewhere in the addenda section of this appraisal.

☐

CO-SIGNING APPRAISER'S SIGNATURE & LICENSE/CERTIFICATION

Co-Signing Appraiser's Signature

Effective Date

Date Prepared

Co-Signing Appraiser's Name (print)

Phone #

State

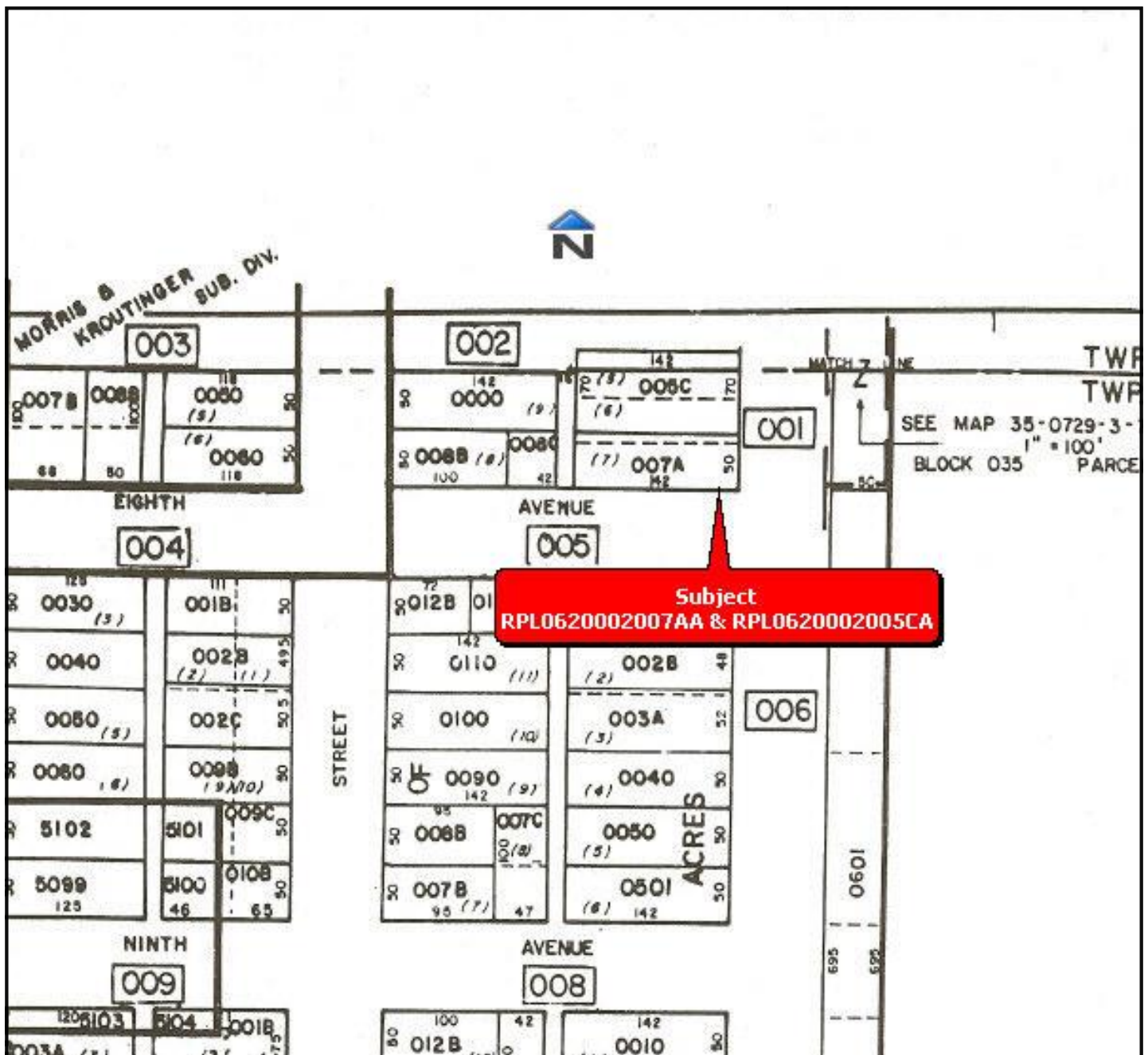
☐ License

☐ Certification #

Tax ID #

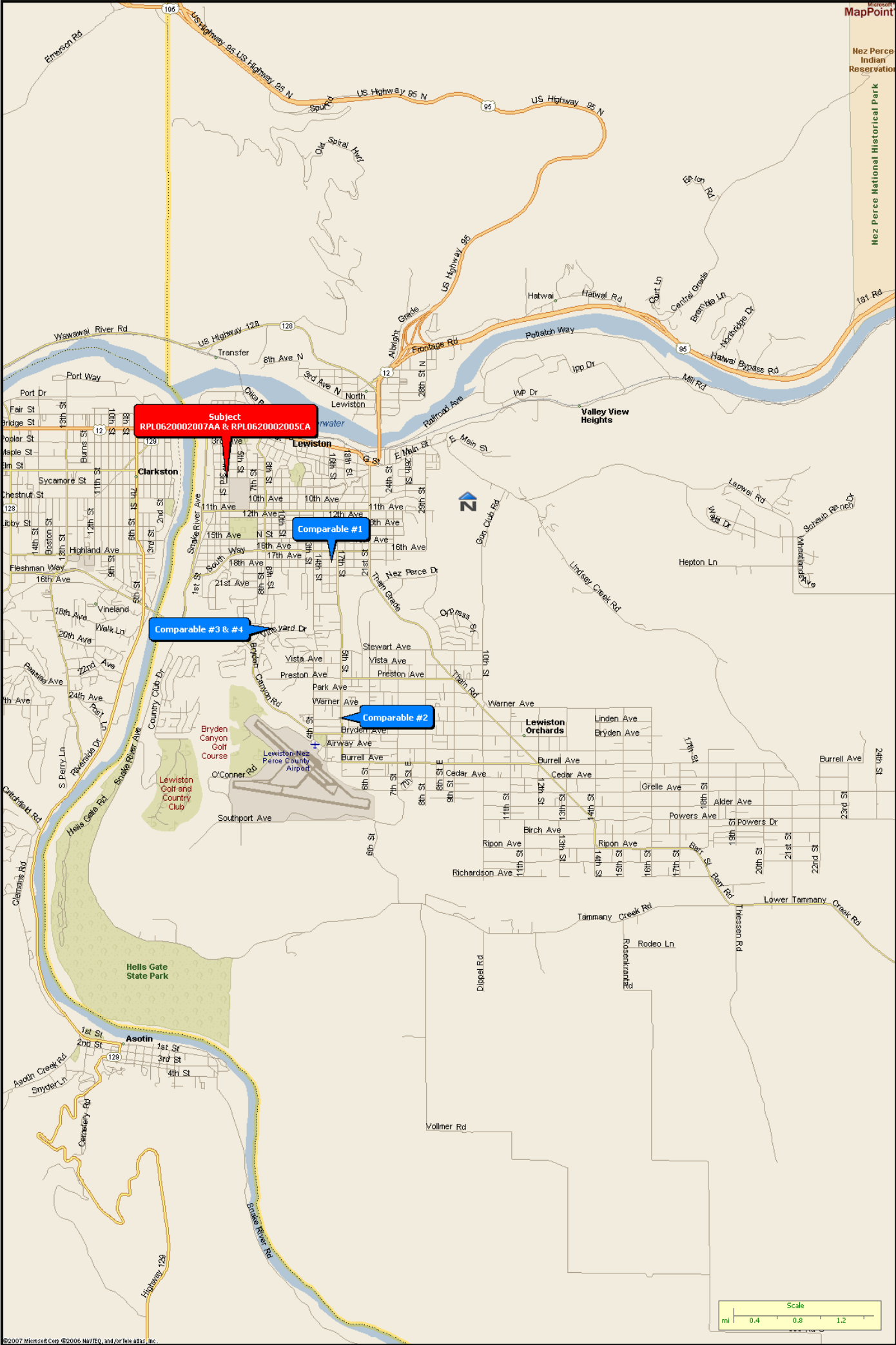
Site Plat

Borrower/Client	N/A						
Property Address	RPL0620002007AA & RPL0620002005CA						
City	Lewiston	County	Nez Perce	State	ID	Zip Code	83501
Lender	Lewis-Clark State College						



Location Map

Borrower/Client	N/A				
Property Address	RPL0620002007AA & RPL0620002005CA				
City	Lewiston	County	Nez Perce	State	ID Zip Code 83501
Lender	Lewis-Clark State College				



License

Borrower/Client	N/A						
Property Address	RPL0620002007AA & RPL0620002005CA						
City	Lewiston	County	Nez Perce	State	ID	Zip Code	83501
Lender	Lewis-Clark State College						

**Bureau of Occupational Licenses
Department of Self Governing Agencies**

The person named has met the requirements for licensure and is entitled under the laws and rules of the State of Idaho to operate as a(n)

LICENSED RESIDENTIAL APPRAISER

WAYNE T. AGEE
1014 MAIN ST
600 E. MAIN ST.
LEWISTON ID 83501

Rayola Jacobsen
Rayola Jacobsen
Chief, B.O.L.

LRA-1868
Number

12/30/2007
Expires

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RESOLUTION AND ORDER OF CONDEMNATION

WHEREAS, Lewis-Clark State College has improved, at its own expense, and is currently leasing the parking lot at Eighth Avenue and Fourth Street adjacent to its campus in Lewiston, Idaho, which property is situate in Nez Perce County, Idaho, and more particularly described as follows, to wit:

Lots Five (5), Six (6) and Seven (7), Block Two (2), Holcomb's First Subdivision of Lot Ten (10) of Acres in the City of Lewiston, according to the recorded plat thereof, recorded in Books 1 of Plats, page 90, records of Nez Perce County, Idaho.

(hereinafter the "Subject Property"),

and

WHEREAS, the Lease under which LCSC occupies the Subject Property is a one (1) year Lease, which expires August 31, 2008, subject to renewal upon mutual agreement of the parties, and

WHEREAS, LCSC needs the parking on the Subject Property for use by its students, faculty and staff and cannot risk the loss of the parking and improvements on the Subject Property if the owners should at any time elect not to renew the Lease, and

WHEREAS, LCSC has attempted to negotiate the purchase of the Subject Property from the owners thereof, but has thus far been unsuccessful in reaching an agreement satisfactory to both LCSC and the owners of the Subject Property, and

WHEREAS, if the parties are unable to reach a mutually satisfactory agreement as to purchase price, it will be necessary for an action to be filed seeking the Subject Property through eminent domain under Idaho Code § 7-701 et. seq.,

NOW, THEREFORE, BE IT RESOLVED that:

1. The acquisition of the Subject Property is necessary for the operation of Lewis-Clark State College.

2. LCSC is hereby authorized, in the name of the State of Idaho, acting by and through the Idaho State Board of Education as Board of Trustees of Lewis-Clark State College, to acquire fee title to the Subject Property and all rights and interests of all parties in the Subject Property by condemnation under the provisions of Idaho Code § 7-701 et. seq., should it be determined by the President of LCSC that such condemnation action is necessary.

3. Lewis-Clark State College is authorized to engage the firm of Clements, Brown & McNichols, P.A. as attorneys for the plaintiff in any such condemnation action with respect to the Subject Property.

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

I. Real and Personal Property and Services

1. Authority

- a. The Board may acquire, hold, and dispose of real and personal property pursuant to Article IX, Section 2 and Article IX, Section 10, Idaho Constitution, pursuant to various sections of Idaho Code.
- b. Leases of office space or classroom space by any institution, school or agency except the University of Idaho are acquired by and through the Department of Administration pursuant to Section 67-5708, Idaho Code.
- c. All property that is not real property must be purchased consistent with Sections 67-5715 through 67-5737, Idaho Code, except that the University of Idaho may acquire such property directly and not through the Department of Administration. Each institution, school and agency must designate an officer with overall responsibility for all purchasing procedures.
- d. Sale, surplus disposal, trade-in, or exchange of property must be consistent with Section 67-5722, Idaho Code, except that the University of Idaho may dispose of such property directly and not through the Department of Administration.
- e. If the executive director finds or is informed that an emergency exists, he or she may consider and approve a purchase or disposal of equipment or services otherwise requiring prior Board approval. The institution, school or agency must report the transaction in the Business Affairs and Human Resources agenda at the next regular Board meeting together with a justification for the emergency action.

2. Acquisition of Real Property

- a. Any interest in real property acquired for the University of Idaho must be taken in the name of the Board of Regents of the University of Idaho.
- b. Any interest in real property acquired for any other institution, school or agency under the governance of the Board must be taken in the name of the state of Idaho by and through the State Board of Education.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 19-20, 2008

- c. This does not preclude a foundation or other legal entity separate and apart from an institution, school or agency under Board governance from taking title to real property in the name of the foundation or other organization for the present or future benefit of the institution, school or agency. (See Section V.E.)
- d. Acquisition of an option, lease, or any other present or future interest in real property by or on behalf of an institution, school or agency requires prior Board approval if the term of the lease exceeds five (5) years or if the cost exceeds two hundred fifty thousand dollars (\$250,000) annually.
- e. Appraisal.

An independent appraiser must be hired to give an opinion of fair market value before an institution, school or agency acquires fee simple title to real property.

- f. Method of sale - exchange of property.

The Board will provide for the manner of selling real property under its control, giving due consideration to Section 33-601(4), applied to the Board through Section 33- 2211(5), and to Chapter 3, Title 58, Idaho Code. The Board may exchange real property under the terms, conditions, and procedures deemed appropriate by the Board.

- g. Execution.

All easements, deeds, and leases excluding easements, deeds, and leases delegated authority granted to the institutions, school and agencies must be executed and acknowledged by the president of the Board or another officer designated by the Board and attested to and sealed by the secretary of the Board as being consistent with Board action.