

**BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011**

TAB	DESCRIPTION	ACTION
1	FY 2013 LINE ITEMS	Motion to approve
2	ATHLETICS – ACTUALS, FORECAST AND BUDGET REPORTS	Information item
3	AMENDMENT TO BOARD POLICY Section V.F. – Bonds or Other Indebtedness and Section V.K. – Construction Projects – First Reading	Motion to approve
4	BOISE STATE UNIVERSITY Math/Geo Building Renovation – Planning & Design	Motion to approve
5	BOISE STATE UNIVERSITY Air Charter Services – 2011-2015 Football Seasons	Motion to approve
6	BOISE STATE UNIVERSITY Offsite Park & Ride Facilities	Information item
7	BOISE STATE UNIVERSITY Geothermal Utility Service Connections Phase I – Planning & Design	Information item
8	BOISE STATE UNIVERSITY Higher Education Insurance Feasibility Study	Information item
9	IDAHO STATE UNIVERSITY Approval of Professional Fee for Associate of Science (A.S.) Paramedic Science Program	Motion to approve
10	UNIVERSITY of IDAHO PCard Program – Contract with US Bank	Motion to approve
11	UNIVERSITY of IDAHO Student Health Insurance Program (SHIP) Contract	Motion to approve

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCIES AND INSTITUTIONS OF THE STATE BOARD

SUBJECT

FY 2013 Line Item Budget Requests

REFERENCE

April 21, 2011 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/ DISCUSSION

As discussed at its April 2011 meeting, the Board will accept the line item requests and provide guidance at the June 2011 meeting. Subsequently, the Board will approve the final budget request at the August 2011 meeting. Following Board approval in August, the budget requests will be submitted to Legislative Services Office (LSO) and Division of Financial Management (DFM) by September 1, 2011.

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

The following line item guidelines were provided without priority order:

1. Unfunded Enrollment Workload Adjustment
2. Center for Advanced Energy Studies (CAES)
3. Biomedical Research Collaboration
4. Occupancy Costs
5. Strategic Initiatives(s)
6. Opportunity Scholarship

Staff has consulted with DFM and LSO and agreed to have the institutions request unfunded enrollment workload adjustment as a maintenance item instead of a line item enhancement. A similar approach was used in the prior year, but the maintenance level request was moved by LSO to a line item. Including this item as a maintenance item shows that funding is needed to maintain a level budget and is not a request to add to or enhance the budget for new initiatives.

The information included in the final budget request must include supporting documentation sufficient enough to enable the Board, LSO and DFM to make an informed decision.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

The Line Items Summary lists all line items by category. The Strategic Initiatives Summary breaks out the Strategic Initiatives line items by institution and agency. The detail information for each line item request is included in separate tabs for each category.

IMPACT

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.

ATTACHMENTS

Line Items Summary and Detail..... Tab a
Occupancy Costs Tab b
Center for Advanced Energy Studies (CAES) Tab c
Biomedical Research Collaboration..... Tab d
Strategic Initiatives Summary and Detail Tab e

STAFF COMMENTS AND RECOMMENDATIONS

The Board's guidance in reviewing and approving the line items will enable the institutions and agencies to prepare their FY 2013 budgets requests with the proper amount of analysis and oversight.

Although Occupancy Costs, CAES and Biomedical Research are grouped together in separate sections, that does not necessarily reflect the priority for each institution. Below is a table showing the priority for each of these items:

	<u>Occupancy Costs</u>	<u>CAES</u>	<u>Biomedical Research</u>	<u>Strategic Initiatives</u>
BSU	1	3	4	2
ISU	1	2	6	3, 4, 5
UI	1	2	3	None
LCSC	1	N/A	N/A	2

BOARD ACTION

A motion to approve the FY 2013 line items as listed on the Line Items Summary page in Tab a, and to create a blank for each line item.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

STATE BOARD OF EDUCATION
FY 2013 Line Items

By Institution/Agency	FY 2012 Appropriation	Occupancy Costs Tab c	CAES Tab d	Biomedical Research Tab e	Strategic Initiatives Tab f	Total	vs. 2012 Approp	One-Time	Ongoing vs. 2012 Approp	Comments
1 Professional-Technical Education	46,511,600	0	0	0	800,000	800,000	1.7%		1.7%	
State Leadership & Technical Asst.	1,820,100					0	0.0%		0.0%	
General Programs	10,492,800					0	0.0%		0.0%	
Post-secondary Programs	33,233,100				800,000	800,000	2.4%		2.4%	Instructional Equipment
Related Services	965,600					0	0.0%		0.0%	
2 College and Universities	209,828,300	4,852,600	3,000,000	2,080,600	7,392,400	17,325,600	8.3%	6,213,500	5.3%	
System-wide Needs	2,518,100					0	0.0%		0.0%	
Boise State University	67,631,800	1,915,000	1,000,000	567,600	195,000	3,677,600	5.4%	20,000	5.4%	Increase Graduation Rates
Idaho State University	57,150,200	1,171,200	1,000,000	843,000	6,260,500	9,274,700	16.2%	5,885,500	5.9%	IT, Library Collections, Cadaver Lab
University of Idaho	71,007,400	1,277,900	1,000,000	670,000		2,947,900	4.2%	250,000	3.8%	
Lewis-Clark State College	11,520,800	488,500			936,900	1,425,400	12.4%	58,000	11.9%	Strategic Initiatives
3 Community Colleges	23,033,000	1,416,600	0	0	1,577,300	2,993,900	13.0%	641,500	10.2%	
College of Southern Idaho	10,243,000	564,900			281,900	846,800	8.3%		8.3%	STEM Initiative, Improve Graduation Rate
North Idaho College	8,742,900				878,500	878,500	10.0%	641,500	2.7%	Region 1 District, Physical Therapy, 1 Stop Shop
College of Western Idaho	4,047,100	851,700			416,900	1,268,600	31.3%		31.3%	Nursing Staff, 1 Stop Shop Student Services
4 Agricultural Research/Extension	22,559,000	39,500				39,500	0.2%		0.2%	
5 Health Education Programs	10,000,900	0	0	0	316,000	316,000	3.2%		3.2%	
WI Veterinary Education	1,711,300					0	0.0%		0.0%	
WWAMI Medical Education	3,451,600				100,000	100,000	2.9%		2.9%	GME Office
IDEP Dental Education	1,357,800					0	0.0%		0.0%	
Univ. of Utah Med. Ed.	1,242,400					0	0.0%		0.0%	
Family Medicine Residencies	1,938,200					0	0.0%		0.0%	
WICHE	188,200					0	0.0%		0.0%	
Psychiatry Residency	111,400					0	0.0%		0.0%	
Internal Medicine Residency	0				216,000	216,000	0.0%		0.0%	Boise Residency Program
6 Special Programs	8,634,300	0	0	0	2,129,500	2,129,500	24.7%	275,000	21.5%	
Forest Utilization Research	490,000				193,000	193,000	39.4%		39.4%	Rangeland Center
Geological Survey	671,800					0	0.0%		0.0%	
Scholarships and Grants	6,663,300				1,598,500	1,598,500	24.0%		24.0%	GEARUP and Opportunity Scholarships
Museum of Natural History	435,200				338,000	338,000	77.7%	275,000	14.5%	IT Position and Storage
Small Bus. Development Centers	236,100					0	0.0%		0.0%	
TechHelp	137,900					0	0.0%		0.0%	
7 State Board of Education	2,108,900	0	0	0	0	0	0.0%		0.0%	
8 Idaho Public Television	1,377,000				116,500	116,500	8.5%	5,700	8.0%	Idaho Legislature Live/Multimedia Personnel
9 Vocational Rehabilitation	6,795,200	0	0	0	576,900	576,900	8.5%		8.5%	
Renal Disease	504,400					0	0.0%		0.0%	
Vocational Rehabilitation	2,914,600				576,900	576,900	19.8%		19.8%	
Community Supported Employment	3,336,100					0	0.0%		0.0%	
Council for the Deaf/Hard of Hearing	40,100					0	0.0%		0.0%	
10 Total	\$ 330,848,200	\$ 6,308,700	\$ 3,000,000	\$ 2,080,600	\$ 12,908,600	\$ 24,297,900	7.3%	\$ 7,135,700	5.2%	
Percentage of FY 2010 Appropriation		1.9%	0.9%	0.6%	3.9%	7.3%				

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STATE BOARD OF EDUCATION

FY 2013 Budget Request

Colleges & Universities/Agencies

Calculation of Occupancy Costs

BOISE STATE UNIVERSITY																
Institution/Project		Projected Date of Occupancy	% of Use for Non-Aux. Education	Gross Sq Footage	Non-Aux. Sq Footage	(1) FTE	(2) Custodial Costs Sal & Ben	Supplies	Total	(3) Utility Estimate	(4) Maintenance Costs Repl Value	Cost@1.5%	(5) Other	Total Occ Cost	% qtrs used in FY12	Revised FY13
Yanke Center		Sept. 2008	100%	83,801	83,801											
Norco Building (floors 3 and 4)		July-09	48%	81,300	39,017	1.50	50,900	3,900	54,800	68,300	8,661,774	62,400	37,000	222,500	100%	222,500
Norco Building classroom 1st floor		July-09	2%	81,300	1,374	0.05	1,700	100	1,800	2,400	305,028	100	1,300	5,600	100%	5,600
Capitol Village University Adv.		March-06	100%	8,954	8,954	0.34	11,500	900	12,400	15,700	1,790,800	26,900	8,300	63,300	100%	63,300
Non Auxiliary Space in Parking Deck		Oct. 2007	50%	10,346	5,173	0.20	6,800	500	7,300	9,100	1,034,500	7,800	4,800	29,000	100%	29,000
Capitol Village Emeritus Guild		March-09	100%	2,111	2,111	0.08	2,700	200	2,900	3,700	422,000	6,300	2,000	14,900	100%	14,900
Capitol Village Adv. Expansion		March-09	100%	1,512	1,512	0.06	2,000	200	2,200	2,600	302,400	4,500	1,400	10,700	100%	10,700
Environmental Research Bldg.		April-11	100%	89,000	89,000	3.42	116,000	8,900	124,900	155,800	22,500,000	337,500	86,500	704,700	100%	704,700
COBE		July-12	100%	71,324	71,324	2.74	92,900	7,100	100,000	124,800	37,000,000	555,000	84,500	864,300	100%	864,300
* Yanke Center Space utilization is pending.						8.39	284,500	21,800	306,300	382,400		1,000,500	225,800	1,915,000		1,915,000
IDAHO STATE UNIVERSITY																
Rendezvous Center (Acad Side)		June-07	100%	101,920	101,920	3.92	132,300	10,200	142,500	178,400	15,000,000	225,000	90,500	636,400	100%	636,400
Rendezvous Center (PYs Approp.)						-3.92	-131,800	-10,200	-142,000	-158,000			0	-300,000	100%	(300,000)
Meridian Building		July-09	100%	107,378	107,378	4.13	139,400	10,700	150,100	187,900	16,000,000	240,000	95,500	673,500	100%	673,500
CAES		July-08	33%	55,000	18,333	0.71	24,000	1,800	25,800	32,100	15,400,000	77,000	26,400	161,300	100%	161,300
						4.84	163,900	12,500	176,400	240,400		542,000	212,400	1,171,200		1,171,200
UNIVERSITY OF IDAHO																
Hays Hall (1)		January-06	100%	29,397	29,397	1.13	37,200	2,900	40,100	51,400	7,387,628	110,800	28,500	230,800	100%	230,800
Vandal Athletic Center (2)		January-04	14%	35,236	5,000	0.19	6,300	500	6,800	8,800	8,502,154	18,100	10,700	44,400	100%	44,400
Living Learning Center (3)		May-04	5%	202,616	10,180	0.39	12,800	1,000	13,800	17,800	39,312,000	29,600	39,300	100,500	100%	100,500
UI Research Park Post Falls		July-02	38%	30,455	11,700	0.45	14,800	1,200	16,000	20,500	5,534,446	31,900	13,400	81,800	100%	81,800
Prof Golf Mgmt Program Space		July-04	51%	3,642	1,860	0.07	2,300	200	2,500	3,300	822,032	6,300	2,100	14,200	100%	14,200
Teaching and Learning Center		January-05	100%	27,228	27,228	1.05	34,600	2,700	37,300	47,600	4,654,054	69,800	24,700	179,400	100%	179,400
Collaborative Ctr for Fish Studies		September-06	50%	13,493	6,762	0.26	8,600	700	9,300	11,800	3,389,488	25,500	7,900	54,500	100%	54,500
Idaho Water Center*		Phased Aug 04 to Aug 10	32%	225,227	72,500	2.79	91,900	7,300	99,200	126,900	56,955,229	275,000	101,400	602,500	100%	602,500
Idaho Water Center* (PYs Appr.)						-1.76	-58,600	-4,600	-63,200	-80,000		-166,900	(64,900)	-375,000	100%	(375,000)
Wood Chip Storage Facility		May-09	100%	24,000	24,000	0.92	30,300	2,400	32,700	42,000	5,096,000	76,400	22,600	173,700	100%	173,700
South chiller plant & storage tank		May-10	100%	4,517	4,517	0.17	5,600	500	6,100	7,900	6,950,000	104,300	9,000	127,300	100%	127,300
Janssen Engineering Bldg**		March-09	100%	3,079	3,079	0.12	4,000	300	4,300	5,400	2,006,784	30,100	4,000	43,800	100%	43,800
						5.78	189,800	15,100	204,900	263,400		610,900	198,700	1,277,900		1,277,900
UNIVERSITY OF IDAHO																
Agricultural Research & Extension Service																
Caldwell Office/Conf Facility		September-06	100%	3,662	3,662	0.14	4,600	400	5,000	6,400	569,480	8,500	3,300	23,200	100%	23,200
Kimberly Lab/Office Building		April-11	100%	3,192	3,192	0.12	4,000	300	4,300	5,600	246,688	3,700	2,700	16,300	100%	16,300
						0.26	8,600	700	9,300	12,000		12,200	6,000	39,500		39,500
LEWIS-CLARK STATE COLLEGE																
Nursing & Health Science Faculty		July-09	100%	60,000	60,000	2.31	78,500	6,000	84,500	105,000	16,000,000	240,000	59,000	488,500	100%	488,500

STATE BOARD OF EDUCATION

FY 2013 Budget Request

Colleges & Universities/Agencies

Calculation of Occupancy Costs

1 Institution/Project	Projected Date of Occupancy	% of Use for Education	Gross Sq Footage	Non-Aux. Sq Footage	(1) Custodial Costs				(3) Utility Estimate	(4) Maintenance Costs		(5) Other	Total Occ Cost	% qtrs used in FY12	Revised FY13
					FTE	Sal & Ben	Supplies	Total		Repl Value	Cost@1.5%				
46 College of Southern Idaho															
Health Science & Human Services															
47	January-10	100%	72,400	72,400	2.78	90,900	7,200	98,100	126,700	18,000,000	270,000	70,100	564,900	100%	564,900
48															
49 College of Western Idaho															
50 CWI Main building (Nampa)	January-09	96%	65,000	62,600	2.41	78,800	6,300	85,100	109,600	15,000,000	216,700	60,200	471,600	100%	471,600
51 Canyon County Center	July-09	75%	77,000	57,750	2.22	72,600	5,800	78,400	101,100	12,960,000	145,800	54,800	380,100	100%	380,100
52					4.63	151,400	12,100	163,500	210,700		362,500	115,000	851,700		851,700
53															
54															
55															
56															

(1) This building was formerly known as the Alumni Residence Center, a name indicating its historical use; it has since been vacated by University Residences and is now maintained as general education space

(2) The Vandal Athletic Center includes a general education classroom and training room, computer labs, and associated support space

(3) The Living Learning Center includes general education classrooms and program space eligible for occupancy costs

63 (1) FTE for the first 13,000 gross square footage and in 13,000 GSF increments thereafter, .5 Custodial FTE will be provided.

64 (2) Salary for custodians will be 80% of Policy for pay grade "E" as prepared by the Division of Human Resources.

65 Benefit rates as stated in the annual Budget Development Manual; workers comp rates reflect institution's rate for custodial category

66 Salary CU: \$19,635.00 CC: \$18,700.00

67 Benefits

68 FICA

69 SSDI salary to \$92,150 6.2000% x salary

70 SSN 1.4500% x salary

71 Unemployment Insurance 0.6200% x salary

72 Life Insurance 0.8500% x salary

73 Retirement: PERSI 11.3200% x salary

74 Workmans Comp x salary

75 Sick Leave 0.6500% x salary

76 Human Resources

77 21.0900% per position

78 Health Insurance \$9,200.00

79 Supplies 0.10

80

(3) Annual utility costs will be projected at \$1.75 per 1.75

(4) Building maintenance funds will be based on 1.5% of the construction cost (excluding architectural/engineering fees, site work, movable equipment, etc.) for new buildings or 1.5% of the replacement value for existing buildings.

(5) Other:

IT Maintenance

Security

General Safety

Research & Scientific Safety Costs

Total

Too High - Used 1/3

Landscape Greenscape

Insurance Costs

Total

1.5000 GSF

0.2200 GSF

0.0900 GSF

0.5000 GSF

2.3100

0.7700 GSF

0.0003 CRV

0.0005 CRV

0.00080 CRV

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Boise State University

FUNCTION: General Education

ACTIVITY: CAES

Agency No.: 512

Function No.: 01

Activity No.:

FY 2013 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.03		Center for Advanced Energy Studies -			
Title: Draft		Priority Ranking 3 of 4			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8.08				8.08
PERSONNEL COSTS:					
1. Salaries	587,400				587,400
2. Benefits	201,600				201,600
3. 5 Graduate Assistants stipends and fringe.	122,100				122,100
TOTAL PERSONNEL COSTS:	911,100				911,100
OPERATING EXPENDITURES by summary object:					
1. Graduate Assistants tuition waivers	43,300				43,300
2. Materials and Supplies	20,600				20,600
3. Travel	25,000				25,000
TOTAL OPERATING EXPENDITURES:	88,900				88,900
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 directly supports the State Board of Education's objective to support and enhance 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
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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.

This FY2013 budget request is for funding to support and build the educational, research, and policy capabilities of Boise State University both in the areas of science/engineering and policy. Although one-time funding was provided for FY 2012 from the State General Account, permanent funding needs to be secured. This is the same request of on-going funds as was requested in the 2012 budget request.

Specifically, Boise State is requesting funding for:

- Materials Science and Engineering Support:
 - o Two (2) postdoctoral associates, one (1) associate professor, two months faculty summer support, 1.77 FTE for research scientists/faculty, four (4) graduate research assistantships, materials and supplies and travel expenses.
- Energy Policy Institute (EPI) Support:
 - o One (1) EPI director, one EPI assistant director, one (1) assistant professor, one half time professional staff member, two half time graduate research assistantships, and a modest amount for materials and supplies.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: CAES

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2013 Request

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Original Submission or

Revision No. X

Center for Advanced Energy Studies in Idaho Falls					
A: Decision Unit No: 12.02	Title:	Priority Ranking 2 of 6			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8.3				8.3
PERSONNEL COSTS:					
1. Salaries	634,400				634,400
2. Benefits	211,100				211,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	845,500				845,500
OPERATING EXPENDITURES by summary object:					
1. Materials and Supplies	60,000				60,000
2. Travel	50,000				50,000
3. Communications	44,500				44,500
TOTAL OPERATING EXPENDITURES:	154,500				154,500
CAPITAL OUTLAY by summary object:					
1. Equipment					
2. Startup Packages					
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:

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:

ISU Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Goals: Objective 1.A, Access, 1.B, Higher Levels of Educational Attainment; Goal 2, Critical Thinking and Innovation)

BUSINESS AFFAIRS AND HUMAN RESOURCES

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ISU 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 Goal 2, Critical Thinking and Innovation).

ISU Goal 4 — Prepare students to function in a global society. (SBOE Goal 1, A Well Educated Citizenry)

ISU Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Goals: 1, A Well Educated Citizenry; 2, critical Thinking and Innovation)

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 costs (OE) are also requested.

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 was occupied July 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.*

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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. *8.3 FTE, as described in attached document.*
 - 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.*
 - 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 2010 budget request are not prioritized first. *This request is a continuation of the FY11 budget request.*

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

<u>Year</u>	<u>FY13</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	\$15,665.30	\$4,650.00	\$94,488.10
Yr. 1	Assistant Professor NE, Fuels & Modeling	\$70,000.00	75%	\$52,500.00	\$11,088.00	\$6,975.00	\$70,563.00
Yr. 1	Research Professor NE, Fuel Cycle	\$139,256.00	70%	\$97,479.20	\$20,587.61	\$6,510.00	\$124,576.81
Yr. 1	Assoc. Prof. NE, Nuclear Materials	\$85,000.00	60%	\$51,000.00	\$10,771.20	\$5,580.00	\$67,351.20
Yr. 1	Assoc. Prof. NE, Fuels	\$85,000.00	50%	\$42,500.00	\$8,976.00	\$4,650.00	\$56,126.00
Yr. 1	Research AoP Physics, Detectors	\$63,918.40	50%	\$31,959.20	\$6,749.78	\$4,650.00	\$43,358.98
Yr. 1	Research AP Physics, Materials	\$63,294.40	50%	\$31,647.20	\$6,683.89	\$4,650.00	\$42,981.09
Yr. 1	Professor NE, Reactors	\$48,859.20	25%	\$12,214.80	\$2,579.77	\$2,325.00	\$17,119.57
Yr. 1	Asst. Prof. Health Physics - Reactors	\$58,801.60	50%	\$29,400.80	\$6,209.45	\$4,650.00	\$40,260.25
Yr. 1	Technician/Assistant Lecturer Nuc. Eng.	\$60,008.00	100%	\$60,008.00	\$12,673.69	\$9,300.00	\$81,981.69
Yr. 1	AA II	\$31,512.00	100%	\$31,512.00	\$6,578.45	\$9,300.00	\$47,390.45
Yr. 2	Asst. Prof. Mechanical/Materials	\$70,000.00	50%	\$35,000.00	\$7,392.00	\$4,650.00	\$47,042.00
Yr. 2	Assoc. Prof. Applied Math/Modeling	\$85,000.00	50%	\$42,500.00	\$8,976.00	\$4,650.00	\$56,126.00
Yr. 2	Assoc. Prof. Hydrogen	<u>\$85,000.00</u>	50%	\$42,500.00	\$8,976.00	\$4,650.00	\$56,126.00
Totals:		\$1,093,995.20		\$634,394.00	\$133,907.12	\$77,190.00	\$845,491.12
		FTE:	8.3				
		People:	14				

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: University of Idaho
FUNCTION: General Education
ACTIVITY: CAES

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

FY 2013 Request
 Page 1 of 4 Pages
 Original Submission X or
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Center for Advanced Energy Studies					
A: Decision Unit No: 12.02	Title: Studies			Priority Ranking 2 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	8.50				8.50
PERSONNEL COSTS:					
1. Salaries	\$711,100				\$711,100
2. Benefits	\$231,700				\$231,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$942,800				\$942,800
OPERATING EXPENDITURES by summary object:					
1. Maintenance Costs	\$27,200				\$27,200
TOTAL OPERATING EXPENDITURES:	\$27,200				\$27,200
CAPITAL OUTLAY by summary object:					
1. PC and workstation	\$30,000				\$30,000
TOTAL CAPITAL OUTLAY:	\$30,000				\$30,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$1,000,000				\$1,000,000

Supports institution/agency and Board strategic plans:

Board strategic plan: Goal 2, Objective A

GOAL 2: CRITICAL THINKING AND INNOVATION

The educational system will provide an environment for the development of new ideas, and practical and theoretical knowledge to foster the development of individuals who are entrepreneurial, broadminded, think critically, and are creative.

Objective A: Critical Thinking, Innovation and Creativity – Increase research and development of new ideas into solutions that benefit society.

Performance Measures:

- Institution funding from competitive federally funded grants
- Institution funding from competitive industry funded grants

Through the end of FY 2010 Center for Advanced Energy Studies (CAES) activities have resulted in over \$22 million in federal grants and contracts. An additional, \$6 million in federal funds have also

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

been realized for advanced laboratory equipments. Significant interaction with industry include the CAES Energy Efficiency Research Initiative (partnering with Idaho Power, the J.R. Simplot Co., Micron Technology and other Idaho-based companies) and CAES Bioenergy Initiative (Memorandum of Understanding with the Innovation Center for U.S. Dairy).

In addition, this request supports the goals outlined in the University of Idaho - Idaho Falls (UIIF) strategic plan in the areas of "Clean Energy" and "Water and Energy" and is linked to the University's 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").

Description:

One million dollars in recurring funding is requested to build the research, policy, and educational capabilities of the Center for Advanced Energy Studies (CAES)¹. Specifically ten (10) research active faculty members, two (2) senior technician positions, a full time Associate Director with a faculty appointment, and an Administrative Support person will be recruited and hired with the balance of the requested recurring funding being used for the maintenance of research equipment and general purpose computers and renewals. The costs presented are based on actual salaries of individuals in the position or a 2009-10 academic year market salaries survey. Costs have not been escalated for future years. Specifically the faculty members will support the energy research mission of CAES and will include:

- a) Four (4) Nuclear Scientists/Engineers (all hired by the College of Engineering; 3 in FY2008 and 1 hired to start in FY 2012; all partially supported by one-time state appropriated CAES funding),
- b) Two (2) Energy Systems Scientists or Engineers (both hired by the College of Engineering to start in FY 2012; both partially supported by one-time state appropriated CAES funding).
- c) Biofuels/Bioenergy Engineer (hired by the College of Agriculture and Life Sciences in FY2010; partially supported by one-time state appropriated CAES funding),
- d) Energy Geoscientist (College of Science; to be recruited and hired in FY 2013),
- e) Natural Resource/Water-Energy Scientist or Policy Expert (College of Science, College of Natural Resources, or College of Agriculture and Life Sciences; to be recruited and hired in FY2013), and
- f) Energy Policy/Law Professor (College of Law; to be recruited and hired in FY 2013).

The faculty members will be hired by their respective colleges on academic year appointments, supported for 5 months per year on this request, and spend at least part of the year in the 55,000 square foot CAES research building located in Idaho Falls. These hires will also be supported through CAES joint appointments with the Idaho National Laboratory (INL) for the

¹ CAES is a public/private partnership between the State of Idaho through its academic research institutions, Boise State University (BSU), Idaho State University (ISU), the University of Idaho (UI), and the federal government through the Department of Energy and its Idaho National Laboratory (INL), which is managed by the private entity the Battelle Energy Alliance (BEA). Through its collaborative structure, CAES combines the efforts of these four research institutions to provide timely research support on both technical and policy issues.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

remainder (4 months) of their academic appointments and on grants and contracts for the summers. In addition to the above faculty members, two technicians (supported half time by this request and half time by grants and contracts), a full time administrative support person (to be hired in FY2013), and a full time CAES associate director (to be hired in FY 2013 to replace the part-time director currently funded by the Idaho National Laboratory) will also be hired. Funds are also requested to support the general research operational needs of the CAES faculty members, specifically

- a) Research equipment maintenance agreements and repairs (ongoing)
- b) Desk top computers and renewals (for both faculty and graduate students; ongoing)

Budget requests category are provided in the attached spreadsheet.

University of Idaho							
Request for Recurring State Funding for the Center for Advanced Energy Studies							
Base Salaries from 2009-10 Academic Year Market Salaries Survey for 100% Market Level, Associate Professor in appropriate disciplines or actual salary for existing hires* or offered salaries** (University of Idaho Budget Office). Fringe calculated as 24.17% of Base Salary plus \$7.04K for Health Benefits (Published UI rates 04/21/2011). (Values except FTE in thousands of dollars)							
	Position	Appointment (9 mo/12 mo)	Base Salary	Fringe	Salary + Fringe	(FTE) Fraction of Salary	FY2013 Request
1	Nuclear (Materials)*	9	\$76.59	\$25.55	\$102.14	0.56	\$56.75
2	Nuclear (Mechanical Engineering)*	9	\$95.38	\$30.09	\$125.47	0.56	\$69.71
3	Nuclear (Chemical Engineering)*	9	\$79.69	\$26.30	\$105.99	0.56	\$58.88
4	Nuclear (Mechanical Engineering)**	9	\$83.00	\$27.10	\$110.10	0.56	\$61.17
5	Energy Systems (Industrial Technology)**	9	\$83.50	\$27.22	\$110.72	0.56	\$61.51
6	Energy Systems (Industrial Technology)**	9	\$70.00	\$23.96	\$93.96	0.56	\$52.20
7	Bioenergy (Bio & Ag Engineering)*	12	\$76.00	\$25.41	\$101.41	0.50	\$50.70
8	Energy Geoscientist	9	\$77.16	\$25.69	\$102.85	0.56	\$57.14
9	Energy Natural Resources	9	\$77.63	\$25.80	\$103.43	0.56	\$57.46
10	Energy Policy/Energy Law	9	\$113.92	\$34.57	\$148.49	0.56	\$82.50
11	Senior Technician*	12	\$48.38	\$18.73	\$67.11	0.50	\$33.56
12	Senior Technician	12	\$50.00	\$19.13	\$69.13	0.50	\$34.56
13	Management Assistant	12	\$38.40	\$16.32	\$54.72	1.00	\$54.72
14	CAES Associate Director	12	\$165.00	\$46.92	\$211.92	1.00	\$211.92
Total Labor			\$1,134.65	\$372.80	\$1,507.45	8.50	\$942.78
Desk Top Computing Renewal (12 per year at \$2.5K each)							\$30.00
Maintenance/Repair of Equipment							\$27.22
Total Request							\$1,000.00

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

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.

See table and description above.

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

See table and description above.

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

See table and description above.

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 assumption(s) (e.g. anticipated grants, etc.).

See table and description 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?

“The future for energy research and development is bright at the Center for Advanced Energy Studies and its partner institutions - Boise State University, Idaho National Laboratory, Idaho State University, and University of Idaho.

All continue to build their collective research portfolios through CAES. Our collaboration is paying off not only for the partners, but for the state of Idaho and the nation.

In FY 2010, CAES:

- **Competed for and won approximately \$ 8.2 million in new research, equipment, and other funding**
- **Attracted 418 students to Idaho’s flagship nuclear engineering and science programs and added three new faculty members/researchers (three more are in the works)**
- **Built a new industrial partnership in bioenergy from solid wastes**
- **Filled its advanced materials, imaging, and visualization laboratories with state-of-the-art equipment.” (from *FY 2010 Annual Report – Center for Advanced Energy Studies*, attached)**

5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: Boise State University
FUNCTION: General Education
ACTIVITY: VA Biomedical Research

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

FY 2013 Request
Page ____ of ____ Pages
Original Submission X or
Revision No. ____

Veterans Administration					
A: Decision Unit No: 12.04	Title: Biomedical Research Collaborative		Priority Ranking 4 of 4		
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	4.5				
PERSONNEL COSTS:					
1. Salaries and Benefits	244,000				244,000
2. Graduate Assistants	266,600				266,600
TOTAL PERSONNEL COSTS:	510,600				510,600
OPERATING EXPENDITURES by summary object:					
1. Operating Costs/Equipment	37,000				37,000
TOTAL OPERATING EXPENDITURES:	37,000				37,000
CAPITAL OUTLAY by summary object:					
1. Library supporting acquisitions	20,000				20,000
TOTAL CAPITAL OUTLAY:	20,000				20,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	567,600				567,600

How connected to institution/agency and Board strategic plans:

Boise State University has been developing the biomolecular sciences as a primary research focus since 2000, with particular emphasis on protein structure and function. This highly interdisciplinary effort directly targets diverse biomedical applications, and is central to the NIH-funded Biomedical Research Infrastructure Network (BRIN) and the IDeA Network for Biomedical Research Excellence (INBRE) collaborations that involve Boise State University, Idaho State University, the University of Idaho, and the Veterans Affairs Medical Center in Boise.

Biomolecular and biomedical research infrastructure at Boise State University is the result of numerous National Science Foundation Major Research Instrumentation grants, funding of the Institute for Musculoskeletal Research by the Idaho Higher Education Research Council in 2007, a \$4M NIH grant to construct a vivarium, and the hiring of new faculty members in key areas.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

The funds requested in this line item build on these earlier successes and continue the development of a strong collaborative research presence in Boise, including proposing a PhD program in the biomolecular sciences.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: Idaho State University

FUNCTION: General Education

ACTIVITY: F. VA Biomedical Research

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2013 Request

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Original Submission X or

Revision No. ____

Veterans Administration					
A: Decision Unit No: 12.06	Title: Biomedical Research Collaborative	Priority Ranking 6 of 6			
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 large scale 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 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:

BUSINESS AFFAIRS AND HUMAN RESOURCES
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ISU Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: 1, A well Educated Citizenry; 2, Critical Thinking and Innovation)

ISU 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: 1, A well Educated Citizenry; 2, Critical Thinking and Innovation)

ISU 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: 1, A well Educated Citizenry; 2, Critical Thinking and Innovation)

ISU Goal 4 — Prepare students to function in a global society. (SBOE Main Goals: 1, A well Educated Citizenry; 2, Critical Thinking and Innovation)

ISU Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: 1, A well Educated Citizenry; 2, Critical Thinking and Innovation)

ISU Goal 6 — Promote the efficient and effective use of resources. (SBOE Main Goals: 1, A well Educated Citizenry; 3, Effective and Efficient Delivery Systems)

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:

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, funding for 3.5 FTE, as well as funding for graduate assistantships.**
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,

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

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.**

If this is a high priority item, list reason non-appropriated Line Items from FY 2011 budget request are not prioritized first. **This is a new request for ongoing and one-time appropriated funding.**

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: University of Idaho

FUNCTION: General Education

ACTIVITY: VA Biomedical Research

Agency No.: 514

Function No.: 01

Activity No.:

FY 2013 Request

Page 1 of 2 Pages

Original Submission X or

Revision No. ____

Veterans Administration					
A: Decision Unit No: 12.03	Title: Biomedical Research Collaborative	Priority Ranking 3 of 3			
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 2: Critical Thinking and Innovation; Objective A: Critical Thinking, Innovation and Creativity—Increase Research and development of new ideas into solutions that benefit society

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.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

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.**

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

STATE BOARD OF EDUCATION
Strategic Initiatives

By Institution/Agency	Amount	Page #	Option A	Option B	Option C	Option D	Approved	One-Time
1 Boise State University	\$195,000		\$0	\$0	\$0	\$0	\$0	\$0
Increase Graduation Rates & Improve Time to Graduate	\$195,000	3						
2 Idaho State University	\$6,260,500		\$0	\$0	\$0	\$0	\$0	\$0
Information Technology Infrastructure	\$4,079,700	11						
Key Library Collections	\$650,000	15						
Gross Anatomy (cadaver) Laboratory, Meridian	\$1,530,800	29						
3 Lewis-Clark State College	\$936,900		\$0	\$0	\$0	\$0	\$0	\$0
Strategic Initiatives	\$936,900	31						
4 Community Colleges	\$1,577,300		\$0	\$0	\$0	\$0	\$0	\$0
CSI: STEM Initiative	\$175,800	43						
CSI: Graduation Rate Improvement	\$106,100	43						
NIC: Partnerships with Region 1 School Districts	\$99,800	47						
NIC: Physical Therapist Assistant Program	\$250,000	47						
NIC: One Stop Shopping Student Support Services	\$528,700	47						
CWI: Nursing Staff Funding	\$221,500	49						
CWI: Virtual One-Stop Student Services	\$195,400	49						
5 Professional-Technical Education	\$800,000		\$0	\$0	\$0	\$0	\$0	\$0
Instructional Equipment	\$800,000	31						
6 Health Programs	\$316,000		\$0	\$0	\$0	\$0	\$0	\$0
WWAMI: GME Office	\$100,000	57						
Boise Internal Medicine Residency	\$216,000	67						
7 Special Programs	\$2,129,500		\$0	\$0	\$0	\$0	\$0	\$0
Forest Utilization Research: Rangeland Center	\$193,000	71						
Opportunity Scholarship	\$1,000,000	73						
GEARUP Scholarship	\$598,500	73						
Museum of Natural History: IT position and Storage	\$338,000	73						
8 Idaho Public Television	\$116,500		\$0	\$0	\$0	\$0	\$0	\$0
Idaho Legislature Live/Multimedia Personnel	\$116,500	79						
9 Idaho Division of Vocational Rehabilitation	\$576,900		\$0	\$0	\$0	\$0	\$0	\$0
Rehabilitation Administration Services Match	\$576,900	83						
Total	\$12,908,600		\$0	\$0	\$0	\$0	\$0	\$0

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: Boise State University
FUNCTION: Strategic Initiatives –
Academic Affairs

Agency No.: 512

FY 2013 Request

Function No.: 01

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ACTIVITY:

Activity No.:

A: Decision Unit No: 12.02		Title: Increase Graduation Rates and Improve Time To Graduation		Priority Ranking 2 of 4	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3				3
PERSONNEL COSTS:					
1. Salaries and Benefits	180,000				180,000
TOTAL PERSONNEL COSTS:	180,000				180,000
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses	15,000				15,000
TOTAL OPERATING EXPENDITURES:	15,000				15,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	195,000				195,000

Boise State has seen positive improvements in student retention and graduation rates due to enhanced advising, increased faculty-student interactions and restructuring of targeted courses. There is more to be done to improve graduation rates and reduce the time to completion for students. This request is for staffing and operating funds to use in specific areas that are deemed most likely to result in measurable positive outcomes – specifically in graduation rates and time to completion.

This initiative connects to the Board's vision of education that provides for an intelligent and well-informed citizenry.

A thorough proposal will be developed over the summer and ready for the August submission of the FY 2013 line items.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Description:

This FY 2013 budget request is for funding for academic support staff, and on-going operating expenses.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: IDAHO STATE UNIVERSITY

FUNCTION: General Education

ACTIVITY: Strategic Initiative

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2013 Request

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Original Submission X or

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Information Technology					
A: Decision Unit No: 12.03	Title: Infrastructure				Priority Ranking 3 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:	0				0
OPERATING EXPENDITURES by summary object:					
1. Travel					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
One-time funding to upgrade antiquated IT infrastructure to meet current cyber infrastructure needs.					
TOTAL CAPITAL OUTLAY:	4,079,700				4,079,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	4,079,700				4,079,700

Supports institution/agency and Board strategic plans:

ISU Goal: 6 - Promote the Efficient and Effective Use of Resources (SBOE Goal: 3, Effective and Efficient Delivery Systems)

ISU Performance Measures: 6.4 Ensure that Information Technology Services supports the University's missions for teaching and learning, research, and administration applications by providing appropriate information and instructional technology and support, built on an effective and reliable information technology infrastructure.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Description

ISU recently engaged an IT consulting company, NetArx, in partnership with Qwest Communications to conduct an assessment of the university's IT infrastructure and our readiness to transition from a legacy phone system (no longer supported by the manufacturer) to Voice Over Internet Protocol (VOIP). ISU is requesting funding for the infrastructure portion of their assessment. Upgrades are sorely needed, regardless of whether we are able to fully move to VOIP.

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 are requesting one-time funding to upgrade ISU's IT infrastructure. Outside contractors would do this work so no additional staffing is required. There is 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. **None**

- 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 assumption(s) (e.g. 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?

This funding will upgrade all campus buildings with current fiber and cabling infrastructure. Current infrastructure will not support future needs/demands of faculty, students, and staff. These upgrades would also allow ISU to move to a VOIP infrastructure at some future time, which is a much more efficient way of providing current phone services than current analog switch systems.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: IDAHO STATE UNIVERSITY

FUNCTION: General Education

ACTIVITY:

Agency No.: 513

Function No.: 1000

Activity No.:

FY 2013 Request

Page _1_ of _3 Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.04		Title: Key Library Collections			Priority Ranking 4 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. Travel					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Library Collections (on-going)					
TOTAL CAPITAL OUTLAY:	\$650,000				\$650,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$650,000				\$650,000

Supports institution/agency and Board strategic plans:

This request addresses SBOE Goals: 1 (A Well Educated Citizenry), 2 (Critical Thinking and Innovation), and the Objectives under each Goal; and all ISU Goals: 1 (Achieve Academic Excellence), 2 (Increase Research Profile), 3 (Advance Health Sciences Research and Health Professions Education), 4 (Prepare Students to Function in a Global Society), 5 (Focus Institutional Instruction and Research Expertise on Community and Societal Needs), and 6 (Promote the Efficient and Effective Use of Resources).

The costs of key library collections have increased every year, by an annual average of 9.2% over the past four years. A comprehensive and up-to-date library is essential to support undergraduate, graduate, and professional students, and research faculty and staff. It is essential that we maintain our library collections to support teaching and research.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Performance Measure(s):

Adequate library resources, including ready access to the latest published research, are essential to meeting the Board's and ISU's performance measures related to increasing external grant and contract funding; recruiting and retaining high quality faculty and graduate students; increasing the research productivity of faculty and students; and ensuring faculty and students have the resources needed to support the academic programs; and are essential to maintaining our Carnegie classification as a Research High institution.

Description:

This line item request is to fund the inflationary cost increases of the electronic and print subscriptions of the University Library. Over the past several years, without any increase in the base, the subscription costs have increased significantly. Without an annual increase to the base, the purchasing power for the Library budget decreases each year by an average of 9.2%. The library staff has worked with the colleges and departments to determine which library materials to cut. We are at a point now where all the non-essential journals have been cut, and key journals and other publications that are needed for graduate education and faculty research are threatened. A survey of faculty and staff, conducted by the library in Spring 2011, revealed significant dissatisfaction with our collections, many of which have been "cut to the bone". Without an increase in the base to help cover inflationary increases, many more top journals will need to be cut.

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 are requesting base funds of \$650,000 to maintain the current electronic and print publications essential to support teaching and research activities of faculty and students. Without additional funding, we will be required to further cut key journals and publications, above what has already been cut over the past few years. Many disciplines have already lost some of the top journals in their field.

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 assumption(s) (e.g. 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?

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

The library purchases subscriptions to serve our students, staff, and faculty on the Pocatello campus and at the Meridian and Idaho Falls Centers, as well as students taking online and distance education courses. If the additional base funding is not received, we will need to further reduce the number of publications (electronic and print) available to faculty, researchers, and students.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

The ongoing inflationary increase in the cost of electronic and print periodicals, journals, etc. over the past several years, without an increase in the base budget, has reached a critical point where the ability of the library to meet the increasing resource needs of researchers, faculty, staff, and students has resulted in unacceptable levels of cuts of key journals in many disciplines.

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 23, 2011

AGENCY: Idaho State University

Agency No.: 513

FY 2013 Request

FUNCTION: General Education

Function

No.: 1000

Page 1 of 2 Pages

ACTIVITY: Cadaver Lab

Activity No.:

Original Submission X or

Revision No.

Gross Anatomy (cadaver)					
A: Decision Unit No: 12.05	Title: Laboratory, Meridian		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. Travel					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Estimated Facility Remodel Costs	\$1,530,800				\$1,530,800
TOTAL CAPITAL OUTLAY:	\$1,530,800				\$1,530,800
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$1,530,800				\$1,530,800

Supports institution/agency and Board strategic plans:

SBOE Strategic Plan Goal 1, Objectives A – Access, B – Higher Level of Educational Attainment, and D - Transition; ISU Strategic Plan Goal 3, Objective 3.1 Increase the number of students admitted to ISU's health professions programs, where capacity exists, to meet the healthcare workforce needs of Idaho.

Creation of a gross anatomy (cadaver) lab at our Meridian facility will enable more students to complete the gross anatomy coursework required for their health profession degrees without having to take the course(s) in Pocatello. This will increase the number of graduates from these programs who will enter the workforce in Idaho.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

Performance Measure(s): The following performance measures under Goal 1 that can be impacted positively by having a cadaver lab in Meridian include: Increase in postsecondary student enrollment; Percent of Idahoans who have a college degree or certificate; Percent of WICHE professional student exchange program graduates practicing in Idaho; as well as increase number of students in health programs where capacity exists.

Description:

Idaho State University proposes to develop a Gross Anatomy Laboratory (Cadaver Lab) at our Meridian facility. Gross anatomy is a foundational science required of the majority of our health-related professional programs. A laboratory equipped with a sufficient supply of cadavers to support graduate level instruction and research in gross anatomy for our current programs (Physician Assistant Studies) and our programs planned for the future (Physical Therapy and Dentistry). This facility is critical to maintain equity between our Pocatello and Meridian programs. Students in Pocatello have access to a cadaver facility; Meridian students do not. No other cadaver facility exists in the Treasure Valley that is adequate to meet our program needs.

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 capital improvements of our Meridian facility (remodel for a cadaver lab). No staffing is involved.

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.

Space for the lab is available in our Meridian facility. What is needed are funds to construct and equip the lab.

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 assumption(s) (e.g. 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?

Our Meridian-based students do not have access to the same graduate level gross anatomy instruction as our Pocatello students. Our accreditation standards require that we offer comparable instruction irrespective of the location of the students.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: Lewis-Clark State College

FUNCTION: General Education

ACTIVITY: Strategic Initiatives

Agency No.: 511

Function No.:

Activity No.:

FY 2013 Request

Page 1 of 4 Pages
 Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.02		Title: Program Capacity Expansion			Priority Ranking 2 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	12.50				12.50
PERSONNEL COSTS:					
1. Salaries	553,000				553,000
2. Benefits	236,900				236,900
3. Group Position Funding	45,500				45,500
TOTAL PERSONNEL COSTS:	835,400				835,400
OPERATING EXPENDITURES by summary object:					
1. Supplies	10,500				10,500
2. Instructional Materials	23,000				23,000
3. Program Expenses	10,000				10,000
TOTAL OPERATING EXPENDITURES:	43,500				43,500
CAPITAL OUTLAY by summary object:					
1. Computers/office setup	58,000				58,000
TOTAL CAPITAL OUTLAY:	58,000				58,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	936,900				936,900

Supports institution/agency and Board strategic plans:

Goal 1: A WELL EDUCATED CITIZENRY The educational system will provide opportunities for individual achievement.

Objective B: Higher Level of Educational Attainment – Increase the educational attainment of all Idahoans through participation and retention in Idaho's educational system.

Objective C: Adult Learner Re-Integration – Improve the processes and increase the options for re-integration of adult learners into the education system.

Objective D: Transition – Improve the ability of the educational system to meet educational needs and allow students to efficiently and effectively transition into the workforce.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

GOAL 2: CRITICAL THINKING AND INNOVATION The educational system will provide an environment for the development of new ideas, and practical and theoretical knowledge to foster the development of individuals who are entrepreneurial, broadminded, think critically, and are creative.

Objective A: Critical Thinking, Innovation and Creativity – Increase research and development of new ideas into solutions that benefit society.

Objective B: Innovation and Creativity – Educate students who will contribute creative and innovative ideas to enhance society.

Objective C: Quality Instruction – Increase student performance through the recruitment and retention of a diverse and highly qualified workforce of teachers, faculty, and staff.

The positions and support funds requested in this line item request directly support the Academic Affairs tasks at Lewis-Clark State College. The mission and goal statement for LCSC calls for the following:

- 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.
- 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.

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 add PC, OE and CO needs for program capacity expansion in multiple areas of the college.

The Natural Sciences, Humanities and Library positions are required to meet the general education and pre-program needs and requirements of the college's primary emphasis programs.

The Education Division's Pathways to Alternate Certification and Endorsement (PACE) programs enhancement will provide additional access to post-secondary programs by allowing individuals that are place-bound in rural and remote areas throughout Idaho to earn teacher certification through distance learning technologies.

The Education Special Education position is to meet the growing demand from the school districts (for teachers) and students who need this curriculum.

The Nursing & Health Science request for a Medical Diagnostic Imaging (MDI) faculty member will allow the current Radiographic program to serve a growing need for practicing professionals to add certificates and expand their skill sets. The Nursing & Health Science request for a Simulator Operator is an additional support position required due to the increased student headcount and limited clinical sites.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

The Social Work position is required to replace the Title IVE Department of Health & Welfare funded position.

There are a number of institutional infrastructure positions included as well, which are required to support the increased operational tempo of programs as a result of multiple years of growth in student enrollment.

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 Professors (10): \$46,100 + fringe & health insurance; full-time 9 month; anticipated hire August 2012; teach 24 credit hours per year of critical courses, advising, scholarship & service, other duties as assigned by Division Chair.

Instructional Technician (1): \$32,000 + fringe & health insurance; support students in a distance learning technology environment.

Simulator Operator (.5): \$21,000 + fringe & health insurance benefits; as agencies further constrain placement of students for clinical experiences we will need to rely on human simulation as a replacement for clinical training. A well-trained operator is required to provide the quality training for nursing students.

Adjunct Faculty: \$45,500 + fringe & no health insurance benefits; to teach summer credits as needed for the PACE Teacher Education Programs.

Director of Student Engagement (1) \$50,000 + fringe & health insurance; to provide supervision of Student Activities, Outdoor Recreation, Student Development Curriculum, Student Success Program, and New Student Orientation. These activities are currently being managed by other units. Consolidation into one unit will provide operational efficiency and consistency.

- 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.

Operating funds: \$43,500 - instructional materials, supplies, direct program expenses

Capital: \$58,000 - computers and office setup; instructional computers

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.

On-going 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?

All Academic Affairs units within the college will be served by the addition of these primarily instructional positions. Each of the instructional positions has direct student contact and student support components that will provide for a positive college experience for the students.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

The General Education credit load at the college that has been assigned to the Natural Sciences and Humanities Divisions is currently being supported by 25 Tenure Track faculty, 11 lecturers and 31 adjunct instructors. Collectively this group delivers 24% of the student credit hours that are attributed college wide to General Education requirements. As enrollment has increased, the need for full time faculty has become critical. The college's ability to find qualified adjuncts is getting less reliable each passing semester, creating the risk of not having critical sections available.

The Biology and Humanities positions will allow us to increase by 75 the number of pre-Nursing and other allied health students served. If this request is not funded, we will not be able to expand the course offerings in support of Nursing and other allied health programs.

The PACE Programs currently serve 177 candidates, 85 in elementary education, 89 in secondary education, and 3 in Special Education in rural and remote districts throughout the state. If this request is not funded, we will not be able to provide enough courses to meet student demand.

The Nursing & Health Sciences request for a Medical Diagnostic Imaging (MDI) faculty member will allow the current Radiographic program to serve a growing need for practicing professionals to add certificates and expand their skill sets. If this request is not funded, we will not be able to adapt the program to meet the working professionals' work place needs.

The Nursing & Health Sciences request for a Simulator Operator is to facilitate on campus clinical experiences for the BSN and PN students in the absence of workplace clinical sites. If this request is not funded, we will not be able to meet clinical requirements of the program which will limit access.

The Social Work position will replace the Department of Health and Welfare funded title IVE position. That position taught and fulfilled the grant requirements. If this request is not funded, program courses will not be available and access to the program will be limited.

Included in the requested faculty positions is one Librarian. The recent NWCCU accreditation report and periodic external reviews suggested that LCSC add an additional Librarian to meet minimum institutional standards. If this request is not funded, we will not be able to fully meet student library needs (access to resources and library hours).

The Director of Student Engagement position will provide supervision of and leadership to Student Activities, Student Development Curriculum, Student Success Program, and New Student Orientation. The primary function would be to coordinate these departments to promote student engagement and to increase retention. If this request is not funded, we will not be able to expand the program which will limit access to student engagement activities.

5. If this is a high priority item, list reason unapproved Line Items from the prior year budget request are not prioritized first.

Portions of this request (Biology and PACE (5 FTE)) positions were included in FY2010, FY2011, and FY2012 budget requests. The additional positions are being requested for FY2013 to help address the continuing need for faculty and related positions.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: College of Southern Idaho

FUNCTION: Education

ACTIVITY:

Agency No.: 501

Function No.: 02

Activity No.:

FY 2013 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.02		Title: CSI STEM Initiative			Priority Ranking 2 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				3.0
PERSONNEL COSTS: Full-time STEM Coordinator					
1. Salaries	106,000				106,000
2. Benefits	50,800				50,800
TOTAL PERSONNEL COSTS:	156,800				156,800
OPERATING EXPENDITURES by summary object:					
1. Travel	6,000				6,000
2. Office Supplies & Postage	3,000				3,000
3. Instructional Supplies	10,000				10,000
TOTAL OPERATING EXPENDITURES:	19,000				19,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation	0				0
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	175,800				175,800

Supports institution/agency and Board strategic plans:

Supports Idaho State Board of Education 2012-2016 Strategic Plan

Goal 1: A Well Educated Citizenry

Objective B: Higher Educational Attainment – Increase the educational attainment of all Idahoans through participation and retention in Idaho's educational system.

Performance Measures:

- High School Graduation rate as defined in the Accountability Workbook.

Benchmark: 90%

Goal 2: Critical Thinking and Innovation

Objective C: Quality Instruction – Increase student performance through the recruitment and retention of a diverse and highly qualified workforce of teachers, faculty, and staff.

Performance Measures:

Percent of student meeting proficient or advance placement on the Idaho Standards Achievement Test.

Benchmark: 100% for both 5th and 10th Grade students in Reading, Mathematics, Language, and Science subject areas.

Narrative Support:

The i-STEM proposal supports Goal 1, Objective B by developing a highly qualified STEM workforce through teacher education preparation and in-service teacher professional development workshops, seminars, summer institutes, and activities. These opportunities strengthen curriculum development, pedagogical knowledge, and instructional delivery.

The i-STEM proposal supports Goal 2, Objective C by addressing the need of the State to develop, recruit, and retain highly qualified teachers in STEM subjects

The i-STEM proposal supports fostering relations between CSI and Region IV and State constituents to develop, promote, and foster STEM education, teacher professional development, and workforce training through collaborative efforts and opportunities

CSI Strategic Plan 2008-2012:

Strategic Initiative 1: Responsiveness to the diverse and changing needs of our students and the communities we serve.

Goal 1.1: Access to CSI programs, resources, and services by providing convenient, affordable, and equitable access to STEM programs, services, and resources for both in-service teachers and STEM students

Goal 1.2: Strategic Marketing by meeting the diverse and changing needs and expectations of students, school districts, industry, and community in STEM education and related activities.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Strategic Initiative 2: Commitment to learning and the success of our students, employees, and institution.

Goal 2.1: Demonstrate a continued commitment to, and shared responsibility for, student learning and success

Narrative Support:

The i-STEM proposal supports CSI Strategic Initiative 1, Goals 1.1 and 1.2 by preparing k-14 students and thus developing a highly qualified STEM workforce through teacher education preparation and in-service teacher professional development workshops, seminars, summer institutes, and activities.

CSI Performance Measures:

1. Increase the number of students entering in STEM education and utilizing STEM resources:
 - a. Develop a dual credit stem academy by 2013
 - a. Develop a CSI STEM club by 2012
 - b. Increase the number of CSI pre-service teachers (majors) in STEM fields by 10%
 - c. Develop a CSI STEM resource room by 2012
2. Improve student engagement in STEM subjects:
 - a. Offer at least one regional STEM fair, competition, camp, activity, and organization geared towards elementary and dual credit students. Examples include a STEM strand for "I'm Going to College" for 6th graders, "Girls in Technology," "Science Camp," and a dual credit STEM fair, a dual credit STEM club.
3. Increase in-service teachers participating in STEM-related activities:
 - a. Develop a STEM team in each school district in Region IV (22 districts) that actively participates in a Region IV STEM activity, institute, or program by 2013.
4. Increase the number of highly qualified teachers to meet the demand in STEM subjects:
 - a. Maintain and increase professional development opportunities in STEM education--ongoing
5. Identify and respond to the specific STEM needs of external constituents:
 - a. Develop an advisory committee that includes members from CSI, k-12, university, industry, and employment organizations.

Description:

CSI is dedicated to STEM (Science, Technology, Engineering, Math) education. By providing a STEM Coordinator, faculty person, administrative support and operating expenditures, CSI can develop, organize, and offer ongoing activities and initiatives that promote STEM education in Idaho. Funding this request will provide CSI with the resources to develop a highly qualified STEM workforce through teacher education which involve inservice teacher development workshops, seminars, summer institutes and other support activities. These opportunities will strengthen curriculum development, pedagogical knowledge and instructional delivery. This program will also assist the State of Idaho in developing, recruiting and retaining highly qualified teachers in STEM subjects.

Although there are various activities and efforts between INL, public schools, private grants and higher education to concerning getting students to pursue degrees in Science,

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

Technology, Engineering and Math, there is no coordinated effort in Region IV. This decision unit will provide staffing to provide not only coordination but support for teachers in these subjects. The programs have to begin in k-12 and progress through high school and into college.

Our goal is to demonstrate an unwavering commitment to, and shared responsibility for, STEM education by engaging k-14 students in STEM activities, preparing and developing pre- and in-service teachers in STEM education, and addressing the needs of industry in STEM fields. We feel this can only happen by having a coordinated, comprehensive approach that involves administration, instructional support and clerical support.

Through this decision unit, we ensure that our children will gain the knowledge, skills, perspectives, and confidence to be successful in a global society and economy that is becoming increasingly dependent upon STEM fields.

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?

CSI is requesting a full-time STEM coordinator (1FTE), a faculty person (1FTE) and office support personnel (1FTE) to develop, coordinate, and implement STEM activities and education on the CSI campus and throughout Region IV. This will enhance, develop, and promote excellence in STEM education and thus Idaho's future in STEM related fields.

CSI has conducted STEM activities on a limited basis with a part time instructor involved in bringing local school children to campus. These activities will continue with additional support from this decision unit. There is not funding in our base for STEM activities.

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 FTE STEM Coordinator: \$45,000.00 (salary) \$19,000 (benefits)

1 FTE STEM Faculty: \$39,000 (salary) \$17,800

1 FTE STEM Office Specialist: \$22,000.00 (salary) \$14,000.00 (benefits)

Anticipated date of hire: July 1, 2012

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

All three positions will be new positions. The STEM Coordinator position will release concerted efforts and time for existing employees, allowing current employees to focus and funnel STEM-related activities and current duties.

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

Operating Expenditures:

- Travel: \$6,000.00 (monies for STEM conferences/workshops, state and regional activities, i-STEM Summer Institute, and school districts and external constituents support.)
- Office Supplies: \$3,000.00 (monies for printing and duplicating, marketing, and promotion of STEM.)

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

- Instructional Supplies: \$10,000.00 (monies for instructional resources related to STEM development, enhancement, and support.)

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 assumption(s) (e.g. anticipated grants, etc.).

The funding source for this project will be the General Fund. We will utilize these positions to assist in getting more funding into STEM programs through grants, donations and in-kind services

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 primary benefactors of this project will be students. Additionally, k-12 teachers will receive training and support in delivering STEM activities. This request serves and greatly affects STEM in Region IV and the State, specifically CSI, k-16, SBOE, and industry.

4. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: College of Southern Idaho

FUNCTION: General Education

ACTIVITY:

Agency No.:

Function No.:

Activity No.:

FY 2013 Request

Page ____ of ____ Pages

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.03	Title: Graduation Rate Improvement			Priority Ranking 3 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				1.0
PERSONNEL COSTS:					
1. Salaries	67,000				67,000
2. Benefits	33,100				33,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	100,100				100,100
OPERATING EXPENDITURES by summary object:					
1.Travel	5,000				5,000
2.Office Supplies & Postage	1,000				1,000
TOTAL OPERATING EXPENDITURES:	6,000				6,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	106,100				106,100

Supports Idaho State Board of Education 2012-2016 Strategic plan:

Goal 1: A Well Educated Citizenry

Objective B: Higher Level of Educational Attainment – Increase the educational attainment of all Idahoans through participation and retention in Idaho's educational system.

Goal 3: Effective and Efficient Delivery Systems – Ensure educational resources are used efficiently.

Objective A: Cost Effective and Fiscally Prudent – Increased productivity and cost-effectiveness.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Narrative Support:

The Graduation Rate Improvement proposal supports the SBOE strategic plan Goal 1, Objective B by focusing on systems that will encourage students to work towards a degree or certificate and stay on the proper educational track. The proposal also supports Goal 3 Objective A in that the efficiency of class offerings is increased as students work directly towards graduation.

SBOE Performance Measures:

Percent of Idahoans (ages 25-34) who have a college degree or certificate.

Benchmark: 60% by 2020

Percent of first-year freshmen returning for second year.

Benchmark: 60%

CSI Strategic Plan 2008-2012

Strategic Initiative I: Responsiveness to the needs of our stakeholders.

Goal 2: Meet the diverse and changing needs and expectations of our students and the communities we serve.

Strategic Initiative II: Commitment to learning and the success of our students, employees, and institution.

Goal 3: Demonstrate a continued commitment to, and shared responsibility for, student learning and success.

Strategic Initiative III: Performance and Accountability

Goal 6: Maintain a culture of planning, assessment, and continuous improvement.

Goal 7: Demonstrate responsible stewardship and accountability.

Narrative Support:

The Graduation Rate Improvement proposal is a critical part in meeting CSI's strategic initiatives as listed above. We can no longer provide just access but must focus on graduation and certification. Students who are not on a well defined path to graduation or certification will not be eligible for financial aid or scholarships. This will prevent many of them from attending college. This proposal will help us develop systems to keep students in college on a graduation track that will result in increased completion rates.

CSI Performance Measures:

Retention

- Increase the percentage of first-time full-time students who return to CSI to continue their studies the following fall from 54% to 60% within five years.
- Increase the percentage of first-time part-time students who return to CSI to continue their studies the following fall from 37% to 43% within five years.

Graduation

- Increase the percentage of first-time full-time students who graduate within 150% of "normal time" to completion for their program from 18% to 25% by 2015.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Transfer

- Increase the percentage of first-time full-time students who transfer within 150% of “normal time” to completion for their program from 14% to 20% by 2015.

Description:

The College of Southern Idaho recognizes that focus has been shifting more and more from mere access to higher education to retention and student success: graduating with degrees or certificates that help students secure gainful employment. The U.S. Department of Education, accrediting agencies, the Idaho State Board of Education, state and federal legislators, funding agencies, tax-payers and other constituents are calling for accountability and measurable outcomes. Funding agencies, including private foundations, are also focusing more and more on data and student success.

The Commission on Access, Admissions and Success in Higher Education, formed by the College Board, identified solutions to increase the number of students who graduate from college and are prepared to succeed in the 21st century. The Commission established 10 interdependent recommendations to reach its goal of ensuring that at least 55 percent of Americans hold a postsecondary degree by 2025.

The Commission recommended that the nation increase the number of 24- to 34-year olds who hold an associate degree or higher to 55 percent by the year 2025 in order to make America the leader in educational attainment in the world.

CSI is fully committed to do its part in ensuring the future competitiveness of our students, state, and nation.

The Retention and Graduation Specialist and Student Services Specialist will work collaboratively to develop, implement, document, and provide training on the systems, tools, resources, processes, and procedures designed to assist degree-seeking students in meeting or exceeding Standards of Satisfactory Academic Progress (SAP) and to facilitate retention and timely graduation. The two proposed staff members will work closely with the Advising Center, Financial Aid Office, Admissions and Records Office, faculty advisors, Advising Committee, Institutional Research, Information Technology Services (ITS), Instructional Technology Center (ITC), department chairs, faculty, and other constituents to improve graduation rates at CSI.

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 full-time Retention and Graduation Specialist and a Student Service Specialist to develop systems, analyze data, and work with advisors, faculty, and students to increase retention and degree and certification completion rates. Improving graduation rates is a strategic initiative for both CSI and SBOE. Furthermore, tax payers, legislators, U.S. Department of Education, and funding agencies are all asking for improved students success and higher completion rates. Higher education attainment is critical to the future competitiveness of our students, institution, state, and nation. CSI will be implementing new Satisfactory Academic Progress (SAP) standards and policy. These standards are geared towards helping students focus on retention and graduation.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

Currently students are advised by professional advising staff and faculty concerning requirements for degrees/certificates. The current system is geared towards getting students in the right classes for the right majors. Students change majors, take jobs, end up with a number of unnecessary credits or within a few credits of being able to graduate. There is not a single point of contact and students currently do not have adequate support to help them meet or exceed standards of Satisfactory Academic Progress and ensure that they are making progress towards in their programs, and that they graduate in a timely fashion with a certificate or degree.

There is not currently staffing for this particular activity.

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 FTE - Retention & Graduation Specialist - \$40,000 salary, Benefits of \$18,000, Anticipated Hire Date – July 1, 2012

1 FTE - Student Service Specialist - \$27,000, Benefits of \$15,100, Anticipated Hire Date- July 1, 2012

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

The Retention and Graduation Specialist and Student Services Specialist will work closely with existing staff from the Advising Center, Financial Aid Office, Admissions and Records Office, faculty advisors, Advising Committee, Institutional Research, Information Technology Services (ITS), Instructional Technology Center (ITC), department chairs, faculty, and students.

The addition of staff dedicated specifically to implementing CSI's graduation initiative will help CSI understand and remove barriers to graduation, increase students' understanding of graduation requirements and SAP standards, and will ultimately help students graduate in a timely fashion.

Existing operations will be modified to emphasize completion from the first contact with the prospective student through completion of their educational program.

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

Operational funding needed is approximately \$5,000 for travel and \$1,000 for office supplies and postage. These will be ongoing operational expenses.

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 assumption(s) (e.g. anticipated grants, etc.).

We anticipate the salaries and operational costs to be paid for by our General Fund appropriation.

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

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 directly serves students. The emphasis has changed from access to completion. New federal financial aid regulations require student academic progress towards graduation or certification. In order to retain students, help them graduate in a timely fashion, prepare them for gainful employment while meeting the needs of employers, we must change the way we advise students and create a culture of program completion.

If this request is not funded, we will continue to try to increase completion rates with existing staff. However, due to increased enrollment over the last few years, we are advising several hundred more students with the same number of advising staff, which does not leave time to carefully analyze data and develop systems, resources, and tools necessary to significantly impact graduation rates. Due to new student academic progress requirements and the sheer number of students advisors and faculty have to see, it will be difficult to make a significant impact without a new position to lead this effort. Students will be impacted as will the institution if completion rates are not improved. Improved graduation rates also benefit our state and nation.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

Our first priority over the last three years has been occupancy costs for the Health Science and Human Services Building. Last year we requested funding for nursing positions (coming off of federal grants) which was not approved. We have since had to fund these positions with institutional dollars.

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 23, 2011

AGENCY: North Idaho College

FUNCTION: Education

ACTIVITY: Academic Initiatives

Agency No.:

Function No.: 02

Activity No.:

FY 2013 Request

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Original Submission X or

Revision No. ____

Partnerships with Region One School Districts					
A: Decision Unit No: 12.01		Title:		Priority Ranking 1 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.5				1.5
PERSONNEL COSTS:					
1. Salaries	45,000				45,000
2. Benefits	6,800				6,800
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	51,800				51,800
OPERATING EXPENDITURES by summary object:					
1. Contract Services	23,000				23,000
2. Instructional Supplies	25,000				25,000
TOTAL OPERATING EXPENDITURES:	48,000				48,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	99,800				99,800

Supports institution/agency and Board strategic plans:

Supports NIC Strategic Plan Goal to Improve and expand educational opportunities, programs and courses for the student population and community.

Supports SBOE Goal 1 - A Well-Educated citizenry. Objective B - Increase the educational attainment of all Idahoans through participation and retention in Idaho's educational system.

Performance Measures:

Percent of high school students enrolled and number of credits earned in (tied to HS enrollment, based on trend):

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Narrative Support:

The Partnerships with Region One School District supports both the State Board and NIC's strategic goals of expanding educational opportunities and increasing the level of education in our state. This proposed program will facilitate high school students through their transition into higher education through dual credit courses and a bridge program to improve success for those who test into developmental classes at NIC.

Description:

The goals of this program would be to:

- 1. Increase the number of NIC dual credit classes taught in the region's high schools.*
- 2. Facilitate discussion between NIC instructors of Math and English and district instructors*
- 3. Share curriculum of NIC developmental courses*
- 4. COMPASS testing of region's juniors and seniors with related advising for better course selection and placement*
- 5. Summer bridge program to assist high school graduated that test into developmental classes at NIC (with related tutoring and advising)*

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?
 - a. NIC is requesting funds to strengthen partnerships with the region's high schools with regard to dual credit programs. This will be done by offering more dual credit courses in the high school, and improving placement of high school students into college level courses. These funds will also be used to bridge the transition into NIC for those high school graduates that test into developmental classes.
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. .5 FTE Instructor: \$20,000 (salary-adjunct instructors), \$3,000 benefits
 - ii. .5 FTE Advisor: \$15,000 (Part Time advisors), \$2,250 benefits
 - iii. .5 FTE Tutors: \$10,000 (Part Time Tutors), \$1,500 benefits
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - i. This program will depend upon the assistance of the Dual Credit Coordinator and existing advisors and faculty to get the program established.
 - c. List any additional operating funds and capital items needed.
 - i. \$23,000 for additional dual credit offerings in the high schools
 - ii. \$7,000 for additional testing seats to offer COMPASS test to high school juniors and seniors
 - iii. \$2,000 for office supplies and meeting costs
 - iv. \$10,000 for Summer Bridge texts and other instructional materials.

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 assumption(s) (e.g. anticipated grants, etc.)
 - a. The funding source for this project would be 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?
 - a. The dual credit students and students transitioning from the high schools at a developmental level will benefit from this request. The students will have more dual credit offerings available. The improved coordination between NIC and the high schools with regard to advising and transition will improve the success of the students as they transition.
5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: North Idaho College

FUNCTION: Education

ACTIVITY: Academic Initiatives

Agency No.:

Function No.: 02

Activity No.:

FY 2013 Request

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Original Submission X or

Revision No. ____

Physical Therapist Assistant					
A: Decision Unit No: 12.02	Title: Program			Priority Ranking 2 of 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.5				1.5
PERSONNEL COSTS:					
1. Salaries	85,000				85,000
2. Benefits	25,500				25,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	110,500				110,500
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	77,800				77,800
2. Therapy Stations	25,000				25,000
3. Various Equipment	10,000				10,000
TOTAL CAPITAL OUTLAY:	112,800				112,800
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	250,000				250,000

Supports institution/agency and Board strategic plans:

Supports NIC Strategic Plan Goal to Improve and expand educational opportunities, programs and courses for the student population and community.

Supports SBOE Goal 1 - A Well-Educated citizenry. Objective D - **Transition** – Improve the ability of the educational system to meet educational needs and allow students to efficiently and effectively transition into the workforce.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Narrative Support:

Research indicates there is a strong demand for Physical Therapy Assistants and employment opportunities appear far more abundant than that expected for hygienists and dental assistants. The Rural Health Consortium has expressed interest in supporting NIC's efforts to start a PTA program and may be willing to assist the college in several ways (personnel, equipment, etc.).

Initial start up costs for a Physical Therapist Assistant program would be approximately \$250,000 to cover personnel and equipment.

Under the plan to begin a Physical Therapist Assistant program, our goal is that North Idaho College would act as the lead agency/program for a three college consortium with the College of Southern Idaho and the College of Western Idaho. NIC would employ the lead instructor/director of the program. This lead instructor would instruct from Coeur d'Alene, but deliver via IVC or the internet to CSI and CWI. In the second year of the program, our goal is that NIC, CSI and CWI would each hire clinical coordinators to work with program students within their home areas and in local clinic sites.

Under this approach, there would essentially be one program (and therefore one accreditation process) delivered in three sites. The colleges would share the costs of running the program and the burden of completing the rigorous accreditation process. The state would also benefit from the increase employment pool of well trained candidates..

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?
 - a. Initial start up costs for a Physical Therapist Assistant program including approximately \$250,000 to cover personnel and equipment. The staffing would be 1.5 FTE staff, including a program coordinator and administrative support.
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 assumption(s) (e.g. anticipated grants, etc.)
 - a. The funding source for this project would be 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?

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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
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AGENCY: North Idaho College

FUNCTION: Education

ACTIVITY: Student Support Initiative

Agency No.:

Function No.: 02

Activity No.:

FY 2013 Request

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A: Decision Unit No: 12.03		Title: One Stop Shopping			Priority Ranking 3 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.00				
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. Remodel Costs	508,700				508,700
2. Workstations	10,000				10,000
3. Carpeting and IT infrastructure	10,000				10,000
TOTAL CAPITAL OUTLAY:	528,700				528,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	528,700				528,700

Supports institution/agency and Board strategic plans:

GOAL 3: Effective and Efficient Delivery Systems – *Ensure educational resources are used efficiently.*

Objective C: Administrative Efficiencies – Create cross institutional collaboration designed to consolidate services and reduce costs in non-competitive business processes.

Performance Measures: Number of collaborative projects and amount of cost savings.

Narrative Support:

The One Stop proposal supports Goal 3, Objective C by consolidating various offices in the student support areas. The offices in the proposal are currently separate offices within either the same or different buildings. This leads to both staff and students being required to travel

BUSINESS AFFAIRS AND HUMAN RESOURCES
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between offices, sometimes multiple times, to get an issue resolved. The consolidation of all the functions in one building and in some cases, one office will allow for stronger collaboration between functions and save in lost staff time.

Description:

One-Stop Shopping

The goal of one-stop shopping is to have a large portion of student services in one specific area to better serve students on the North Idaho College campus. Currently, the Registrar, Admissions, Student Accounts and Financial Aid are all in one specific location. The goal is to add additional departments to the building. These departments include advising, testing and dual credit. In order for this to occur, the following would need to happen:

- 1. Remodel of east end of the first floor of Lee-Kildow. This would include taking a portion of the resource management office and the hallway and combining Admissions and Registrar. This would create one large office for student to walk in at the hallway from both sides and receive service.*
 - 2. Financial Aid and Student Accounts would stay in the same location*
 - 3. Move dual credit and testing into the space where College Skills is currently located, with additional offices and classrooms available for future use within the one stop shopping*
 - 4. A remodel to combine Institutional Effectiveness and Admissions to create enough room for the advising office.*
 - 5. The new offices would need IT outlets and plugs-ins installed for new office areas, especially for the new Admissions and Registrar offices that would take over a portion of the hallway.*
- This would be a large project, but would help with the overall efficiency for student service.*

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?
 - a. NIC is requesting funds to remodel an existing building in order to co-locate all the student support activities related to enrollment. There is no new additional staff 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.
 - i. n/a
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
 - i. n/a

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

- c. List any additional operating funds and capital items needed.
 - i. Remodeling costs estimated at \$30 per square foot for a 16,995 sq foot existing area. This will allow for the consolidation of offices of the Registrar and Admissions as well as the relocation of the Advising services into the same building as all other enrollment services.
- 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 assumption(s) (e.g. anticipated grants, etc.)
 - a. The funding source for this project would be General Funds, one-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?
 - a. Students as well as staff will benefit from this request. Students would be able to complete their enrollment from admissions, advising, testing, enrollment, financial aid and payment of tuition all in one centralized location.
- 5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 23, 2011

AGENCY: Community Colleges
FUNCTION: College of Western Idaho

Agency No.: 507

FY 2013 Request

ACTIVITY: Strategic Initiative -
Academic Support

Function No.: 07

Page ____ of ____ Pages
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Activity No.:

A: Decision Unit No: 12.02		Title: Nursing Staff Funding			Priority Ranking 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				3.00
PERSONNEL COSTS:					
1. Salaries	\$ 156,000				\$ 156,000
2. Benefits	\$ 55,500				\$ 55,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$ 211,500				\$ 211,500
OPERATING EXPENDITURES by summary object:					
1. Operating expenses	\$ 10,000				\$ 10,000
TOTAL OPERATING EXPENDITURES:	\$ 10,000				\$ 10,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 221,500				\$ 221,500

Supports institution/agency and Board strategic plans:

College of Western Idaho Strategic Plan 2012 – 2016

Goal # 2: Develop Systems to Support Faculty and Staff

The College of Western Idaho will prioritize support for faculty and staff as a way to optimize effective practice in pedagogy and service to students which thereby maximizes student success.

Objectives

1. Make excellence in instruction and customer service a college priority through resource allocation, evaluations, and needed support and training.

Goal #3: Implement Practices for Fiscal Stability

The College of Western Idaho will operate within its available resources by institutionalizing a number of practices, such as improving operating efficiencies and implement strategies to increase revenue.

Objectives

1. Determine how to fund growth out of existing allocations,
 - a. Increase productivity by achieving cost-efficient class size comparable to other community colleges.
2. Explore methods of increasing revenue to fund college operations and the build out of the college through many options such as:
 - a. Secure additional state funding;

Idaho State Board of Education 2012-2016 Strategic Plan

GOAL 2: CRITICAL THINKING AND INNOVATION

The educational system will provide an environment for the development of new ideas, and practical and theoretical knowledge to foster the development of individuals who are entrepreneurial, broadminded, think critically, and are creative.

Objective C: Quality Instruction – Increase student performance through the recruitment and retention of a diverse and highly qualified workforce of teachers, faculty, and staff.

GOAL 3: Effective and Efficient Delivery Systems – *Ensure educational resources are used efficiently.*

Objective A: Cost Effective and Fiscally Prudent – Increased productivity and cost-effectiveness.

Description:

CWI's (previously Boise State University/Selland College) nursing faculty and staff has been funded from State Division of Professional Technical Education (SDPTE) state allocated funds. The SDPTE has directed CWI to begin a 3-year transition from PTE allocated funds to CWI general education funds. This will require CWI to direct existing resources to the nursing program, taxing an already tight operating budget in light of explosive enrollment overall.

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?

CWI requests this partial funding for the move of our existing PTE nursing program to general education because of the AS requirement for nursing degrees. CWI and its Trustees have put emphasis on health related programs in general and Registered Nursing in particular due to the

BUSINESS AFFAIRS AND HUMAN RESOURCES

JUNE 23, 2011

need in Idaho for health professionals. The shift from PTE to Gen Ed will put a burden on CWI's ability to expand into additional AS and AA programs such as agriculture and pharmacy technology. Funding of nursing will permit CWI to expand into other programs that will have equal importance to the region, but are not PTE related programming.

2. What resources are necessary to implement this request?

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

Three positions are involved: 2 nursing faculty (total salary and benefits \$ 158,100) and one academic advising position (salary and benefits \$ 53,400). The nursing faculty have 9.5 month appointments and the academic advising position is a 12 month employee. All three positions receive benefits. All three positions are current employees of CWI.

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

As noted above, all three positions are currently employed by CWI. Existing operations will continue as planned. If additional state funding was approved, CWI resources would be freed up to assist with accommodating rapid enrollment growth.

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

Because the transition from PTE funding to General Funding will take 3 years, it is anticipated that CWI will request small amounts of Operating Expenditure and Capital Outlay items in future 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.

.All funds requested are 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?

Nursing students at CWI will be directly served by these positions. CWI general education students will be indirectly served if state funds are directed to this purpose instead of having CWI operating funds used.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2011 budget request are not prioritized first.

When the FY 2012 state budget request was prepared in May, 2010, the State Division of PTE had not identified the need for a transition from PTE to general education funds for PTE nursing staff.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

AGENCY: Community Colleges
FUNCTION: College of Western Idaho

Agency No.: 507

FY 2012 Request

Function No.: 07

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 Original Submission X or

ACTIVITY: Strategic Initiative -
Student Support

Activity No.:

Revision No. ____

A: Decision Unit No: 12.03	Title: Virtual One-Stop Student Services			Priority Ranking 3	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.00
PERSONNEL COSTS:					
1. Salaries	\$ 70,000				\$ 70,000
2. Benefits	\$ 29,500				\$ 29,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$ 99,500				\$ 99,500
OPERATING EXPENDITURES by summary object:					
1. Operating expenses - misc	\$ 15,900				\$ 15,900
2. Operating expenses – call center technology upgrades	\$ 80,000				\$ 80,00
TOTAL OPERATING EXPENDITURES:	\$ 95,900				\$ 95,900
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 195,400				\$ 195,400

Supports institution/agency and Board strategic plans:

College of Western Idaho Strategic Plan 2012 – 2016

Goal #1: Structure Student Success

The College of Western Idaho will implement a variety of programs to foster students' success in reaching their educational goals.

Objectives

1. Develop an effective, mandatory course placement system including accurate assessments and course prerequisites.

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2. Implement best practices in basic skills instruction and student services that are effective in moving students from basic skills into college-level courses.
3. Implement strategies that have proven to be effective in connecting to students with various learning styles, increasing retention within a course, and increasing student persistence to their educational goal.

Goal # 2: Develop Systems to Support Faculty and Staff

The College of Western Idaho will prioritize support for faculty and staff as a way to optimize effective practice in pedagogy and service to students which thereby maximizes student success.

Objectives

2. Make excellence in instruction and customer service a college priority through resource allocation, evaluations, and needed support and training.

Goal #3: Implement Practices for Fiscal Stability

The College of Western Idaho will operate within its available resources by institutionalizing a number of practices, such as improving operating efficiencies and implement strategies to increase revenue.

Idaho State Board of Education 2012-2016 Strategic Plan

GOAL 1: A WELL EDUCATED CITIZENRY

The educational system will provide opportunities for individual advancement.

Objective A: Access - Set policy and advocate for increasing access for individuals of all ages, abilities, and economic means to Idaho's P-20 educational system.

Objective B: Higher Level of Educational Attainment – Increase the educational attainment of all Idahoans through participation and retention in Idaho's educational system.

Objective C: Adult learner Re-Integration – Improve the processes and increase the options for re-integration of adult learners into the education system.

GOAL 3: Effective and Efficient Delivery Systems – *Ensure educational resources are used efficiently.*

Objective C: Administrative Efficiencies – Create cross institutional collaboration designed to consolidate services and reduce costs in non-competitive business processes.

Description:

The College of Western Idaho provides a variety of traditionally stand-alone, student-related services within a single One-Stop environment. Enrollment, registrar, financial aid, etc., services are provided in a comprehensive fashion to students in person. With the significant growth of online students, CWI must also provide these services in an online manner.

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Expand and improve CWI's ability to deliver Student Support Services and Enrollment assistance to individuals who are exploring educational or career training programs available through CWI. Support enrolled students in solving issues related to financial aid, registration and program advising, obtaining information related to all areas of student life, and career services for both "bricks and mortar" and online students. This concept is currently supported using separate applications of "call center" technology, email response systems and WEB-based contact procedures. CWI anticipates developing a common technology platform that will support "call center" functions, WEB and Portal-based communications procedures and "live chat."

All of the CWI One-Stop Centers focus upon the following key functions/objectives:

- Integrating the Intake Functions for all CWI offerings (ABE, Non-credit (CWD & Community Ed) and Credit (Course and program enrollment)) and increase participation in online learning opportunities.
- Blending outreach, admissions, financial aid, registrar, and academic & career advising services to meet the needs of our students.
- Adapting the Customer Service Center Approach as our "Best Practices Model."
- Blending on-line or e-functions, call-in/call-out services, multiple campus-based customer service centers, one-stop centers apply call center methodologies, site-based service centers and e-technologies to provide strong, seamless student services.
- A system that provides one door to all of CWI's learning opportunities (ABE, Non-credit and Credit offerings).

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?

CWI requests two Enrollment and Student Support Specialist positions, related operating expenses and a technology upgrade for the One-Stop call center. As of June 1, 2011, CWI has 18 Specialists on 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.

Enrollment and Student Support Specialist, full-time, benefit eligible. Anticipated hire date July 1, 2012. Current salary \$24,000 (minimum), \$30,000 (midpoint).

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

Existing one-stop staff are dynamically assigned to face-to-face vs. online support. Adding additional staff for online support, with technology upgrades, will enhance the advising process.

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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.

All funds requested are 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?

All potential and current CWI students will be served by enhancing the virtual one-stop student services process. As CWI continues to experience explosive enrollment growth without substantial funding increases, adding additional staff for traditional face-to-face advising is not feasible.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2011 budget request are not prioritized first.

N/A

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AGENCY: Division of Professional-Technical Ed

Agency No.: 503

FY 2013 Request

FUNCTION: Postsecondary Programs

Function No.: 03

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: Instructional Equipment			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.00				0.00
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
1. Travel					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:	800,000				800,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	800,000				800,000

Supports institution/agency and Board strategic plans:

Goal II - Critical Thinking and Innovation

Objective C - Quality Instruction

Performance Measure

Ensure that professional-technical education programs meet industry standards and employer expectations.

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Description:

This request addresses ongoing requirements to provide instructional equipment for PTE programs. Up-to date equipment in technical college labs helps ensure that PTE programs meet industry standards and employers' expectations.

Distribution will be as follows:

CSI	\$128,800
CWI	\$153,600
EITC	\$113,400
ISU	\$222,600
LCSC	\$ 87,600
NIC	\$ 94,000

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 for instructional equipment is submitted in an effort to sustain the quality training that is needed by PTE program completers in order to compete for jobs. Recent budget reductions have eliminated instructional equipment from institutional operating budgets. The amount requested is approximately 50% of the FY08 system operating budget. Funds will be distributed based on an institution's relative FY 2012 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. 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 assumption(s) (e.g. 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?
 - a. Students enrolled in postsecondary professional-technical education programs
 - b. Equipment will be updated to reflect current and evolving industry standards and expectations.
 - c. Postsecondary technical college students enrolled in PTE programs; therefore, quality of PTE programs would not meet employer expectations.

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5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

There were no Line Item requests in the prior year

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: Health Programs

Agency No.: 515

FY 2013 Request

FUNCTION: WWAMI

Function No.: 02

Page 1 of 4 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.01		Title: GME Office			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.50				0.50
PERSONNEL COSTS:					
1. Salaries	65,000				65,000
2. Benefits	18,000				18,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	83,000				83,000
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses	7,000				7,000
2. Travel	6,000				6,000
3. IT	4,000				4,000
TOTAL OPERATING EXPENDITURES:	17,000				17,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	100,000				100,000

How is this request connected to institution/agency and Board strategic plans:

Goal II.6. Access: Increase student access to relevant medical education programs (e.g., medical residents and physicians)

This is a request for an addition to an existing agency contract, the Idaho WWAMI Medical Program, to develop an Office of Graduate Medical Education (GME), to be located at the UI Boise Center. This office would be a collaborative expansion of the Idaho State Board of Education's contract with the University of Washington School of Medicine's WWAMI Program and its state partner, the University of Idaho. The Idaho WWAMI GME Office would bring a single-point, in-state focus to supporting and expanding GME in Idaho, through work with existing GME (medical residency) programs and through facilitation and support of the development of new GME programs in Idaho.

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The Idaho WWAMI GME Office would work to increase access to medical education in Idaho at the graduate or residency level, both in existing residency programs (family medicine, internal medicine, psychiatry) and through the development of new residency programs at regional medical centers in Idaho. Several study groups have concluded that increasing the number of resident physicians in training in Idaho is the fastest way to increase the physician workforce in our state, particularly for primary care physicians. Medical residents who complete their training as physicians in Idaho are more likely to identify opportunities for continuing medical practice in Idaho, once their training is complete.

In addition, this GME office and staff could provide coordination and reporting for all non-university or community-based residency (GME) programs that receive Board of Education funding in Idaho. Currently, three of the four Idaho residency programs are non-university or community-based programs, and that number is expected to increase throughout the state.

Performance Measure: Number of medical resident physicians in Idaho GME programs per 100K of Idaho's population.

Benchmark: Number of medical resident physicians in Idaho GME programs (per 100K of Idaho's general population) will increase each year until favorable with other states in the Northwest.

Description:

Expanding medical residency training (GME) in Idaho has been identified as an educational and funding priority by the State Board of Education (1/26/09), the Legislative Medical Education Interim Committee (11/12/08), Idaho Hospital Association (10/4/08), the Idaho Medical Association (8/10/08), and the state-funded MGT Medical Education Study (11/1/07). But nowhere in Idaho is there a central office charged with managing and coordinating this support, funding, expansion, and development. The current four residency programs in Idaho (2 Family Medicine, 1 Internal Medicine, 1 Psychiatry) are all affiliated with or part of the UW School of Medicine WWAMI network of residency programs, but function independently from one another. While maintaining each program's independence, the Idaho WWAMI GME Office would identify ways to support increased educational activities, funding, recruitment, collaboration, and expansion among existing GME programs, as well as work to identify, support, and assist in the development of new GME sites and programs in Idaho. The office would be located centrally at the UI Boise Center, in proximity to three of the existing GME programs in Idaho, and near the offices of the Idaho Medical Association, the Idaho Hospital Association, and the State Board of Education.

The Idaho WWAMI GME Office would be staffed by a part-time physician-director (.25 FTE) and a part-time executive assistant (.25 FTE). The physician director would also be a licensed physician in Idaho with prior GME faculty experience. The executive staff member would likely be a shared position with the WWAMI Clinical Medical Education Office at the UI Boise Center. Both positions would be benefit-eligible either through UI or their other shared employer. Operating expenses include the costs of maintaining and operating an office, travel to support, assess, and coordinate GME program activities across Idaho and with affiliated accredited programs, and IT (information technology) costs for computer technology and video conferencing. There are no anticipated capital costs. This is an ongoing request for annual funding, as part of an expanded WWAMI contract. The time required for the physician-director and executive assistant are anticipated to increase to at least 0.5 FTE as the number of GME programs in Idaho expand in the future.

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The Idaho WWAMI GME Office is an addition to an existing agency and state contract (WWAMI). It will not be a degree or certificate granting unit. The academic programs that this office will work with will maintain their own accreditations, as either a LCME-accredited medical school or ACGME-accredited residency program. This office will also participate in supporting the process of accreditation for any newly developed GME programs in Idaho.

There is no similar office to coordinate development, expansion, and funding of GME throughout Idaho. As Idaho's responsibility center for regional, contracted medical education over the past 40 years, the Idaho WWAMI Medical Education Program is strategically positioned to take on coordination of Graduate Medical Education support, development, and expansion throughout the State. As Idaho's needs expand, so should the WWAMI Program partnership in Idaho. Developing an Idaho WWAMI GME Office at UI Boise is a logical next step toward the established recommendations of the State Board of Education and multiple groups that have spent many hours studying and planning for Idaho's medical needs and future.

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 number of medical residency programs in Idaho is growing (4 currently; another under development). There exists no coordinating office to strategically plan residency development in Idaho. This office would take on that role, assisting the Board with planning and funding decisions in the future.

2. What resources are necessary to implement this request?
 - a. List by position: The Idaho WWAMI GME Office would be staffed initially by a part-time physician-director (.25 FTE; \$50K) and a part-time executive assistant (.25 FTE; \$15K).
 - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. These positions might be shared with other duties within the WWAMI Boise office.
 - c. List any additional operating funds and capital items needed. Operating expenses include the costs of maintaining and operating an office, travel to support, assess, and coordinate GME program activities across Idaho and with affiliated accredited programs, and IT (information technology) costs for computer technology and video conferencing. There are no anticipated capital costs. Operating funds asked for total \$17K (see page 1).
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (see table 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? Idaho workforce needs and the public are being served by this request to strategically plan for the training of physicians in Idaho residency programs. Having one coordinating office for these services will also assist the State Board of Education in efficient use of their time and resources.

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Without funding, all Idaho medical residencies will develop independently and approach the Board with independent requests for funding.

If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. This request was submitted to the Board in the previous year, initially approved, and then withdrawn from submission for funding, due to the economic forecast in Idaho.

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AGENCY: Boise Internal Medicine

Agency No.:

FY 2013 Request

FUNCTION: Curriculum Support

Function No.:

Page 1 of 2 Pages

ACTIVITY:

Activity No.:

Original Submission X or
Revision No. ____

A: Decision Unit No: 12.01	Title: Boise Internal Medicine			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. Curriculum Support	216,000				216,000
TOTAL OPERATING EXPENDITURES:	216,000				216,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	216,000				216,000

Supports institution/agency and Board strategic plans:

Goal 1, Objective D: *Improve the ability of the educational system to meet educational needs and allow efficient and effective transition into the workforce.*

This is a request for vital curriculum support of the Boise Internal Medicine (BIM) residency program to allow training at rural and underserved sites in Idaho. BIM is a newly expanded three-year internal medicine residency of the University of Washington that is in a critical period of development. The formative years of a new program are crucial in establishing our reputation and focus.

Studies have demonstrated that having community-based rotations during internal medicine residency doubles the likelihood of intent to practice primary care, and significantly increases in-state retention. Our ability to provide these rotations to our first incoming class of interns has been hampered by the lack of state funding during the 2012 fiscal year. Continued lack of

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support from the state may jeopardize this programs ability to maintain a focus on rural and regional primary care internal medicine.

Performance Measure: *Percent of Boise Internal Medicine residency graduates practicing in Idaho.*

Benchmark: 50 percent

Description:

Expanding graduate medical education (GME or residency) training in Idaho has been identified as an educational and funding priority by the state-funded MGT Medical Education Study (11/1/07), the Idaho Medical Association (8/10/08), the Legislative Medical Education Interim Committee (11/12/08), and the State Board of Education (1/26/09). The State Board of Education rank-ordered ten recommendations towards expansion of medical education (1/26/09). The first of these recommendations was: "Expand the development of graduate medical education (residency programs) opportunities in the State of Idaho focusing on primary care and rural practice. In partnership with Idaho hospitals, the VA, Idaho doctors, private enterprise, and Idaho's colleges and Universities, the State of Idaho should promote and assist the funding of these programs."

Due to severe budgetary shortfalls the State of Idaho was unable to fund our first request last year. This resulted in our program having to restrict the very type of rotations (rural and underserved) that are unable to fund themselves but lead to increased interest in primary care practice and retention in Idaho.

The Department of Veterans Affairs is the major funder of the Boise Internal medicine residency. Support agreements have also been established with all other groups participating in the curriculum (Saint Luke's Regional Health Care System, Saint Alphonsus Regional Health Care System, University of Washington Medical Center, and Harborview Medical Center) to subsidize training within their systems. However, a small but critical portion of the curriculum is not funded by these mechanisms. Rotations at small non-affiliated offices such as dermatology, Terry Reilly Health Care System, and other community-based training sites go unfunded. These training experiences are critical to the attractiveness of the program, the completeness of training, and retention of newly trained physicians in the State of Idaho.

Our requested funding is calculated as follows: The best estimated cost of training a resident for one year is approximately \$ 175,000. State funding for one four-week block of outside training per year (1/13 of the cost = \$13,500/resident) is our goal. The table below estimates the funding that we plan to request as the residency develops.

The legislature has demonstrated the importance of medical education to the state through their support of WWAMI and family medicine/psychiatry residencies. It is important to note that developing a graduate medical education infrastructure is the key to retaining providers and developing a medical school. Thank you for your consideration.

Fiscal Year	# Residents	Amount/resident	Base	Request
FY 2013	8 interns, 8 R2s	\$ 13,500	-	\$ 216,000
FY2014	8 interns, 8 R2s, 8 R3s	\$ 13,500	\$ 216,000	\$ 108,000

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AGENCY: Special Programs
FUNCTION: Forest Utilization
Research

Agency No.: 516

FY 2013 Request

Function No.: 01

Page 1 of 4 Pages
Original Submission X or
Revision No. ____

ACTIVITY:

Activity No.:

A: Decision Unit No: 12.01	Title: FUR – Rangeland Center			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.50				1.50
PERSONNEL COSTS:					
1. Salaries	116,000				116,000
2. Benefits	32,000				32,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	148,000				148,000
OPERATING EXPENDITURES by summary object:					
1. Travel	25,000				25,000
2. Operating	20,000				20,000
TOTAL OPERATING EXPENDITURES:	45,000				45,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	193,000				193,000

Supports institution/agency and Board strategic plans:

Goal 1, Objective B of the SBOE and UI Strategic Plans are focused on producing an educated citizenry through a variety of learning activities. Students will work on rangeland problems in collaboration with Idaho industry, its' citizens and stakeholders. The direct metrics of performance will be the number of undergraduate and graduate students associated with the Rangeland Center that are engaged in off-campus, integrative learning activities each year.

Goal 2, Objectives A & B of both plans are focused on critical thinking, innovation, scholarship and creative thinking, including interdisciplinary activities. The Rangeland Center will take a leadership role in Idaho and address key research priorities that are established by an external board. The Center will leverage FUR support to increase extramural grants from non-state funds and will utilize an interdisciplinary approach to research. The Rangeland Center will span several colleges on campus and by design is an interdisciplinary effort. The direct metrics of performance will be the number of non-state dollars generated by the center and the number of faculty from different disciplines that are active in projects sponsored by the Rangeland Center.

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Goal 3, Objectives A and B of the UI Strategic Plan is focused on outreach and engagement to address societal needs and develop partnerships. Rangelands cover half of the State of Idaho and there are many problems that face Idaho rangelands such as wildfire, invasive species, loss of wildlife habitat, energy development and threatened and endangered species. The Rangeland Center will be very active in its outreach and engagement, extending applied research and existing knowledge to managers, ranchers and citizens that use rangelands as well as increasing the accessibility of data for quality decision making. The direct metrics of performance will be the number of outreach projects in Idaho as well as results from standard assessment tools used to understand the effectiveness the Center's outreach projects.

Description:

Advancing the Rangeland Center at the University of Idaho by expanding the Idaho Forest Utilization Act.

Rangelands are vast natural landscapes that cover nearly half of Idaho. These grasslands, shrublands, woodlands and deserts produce a wide variety of goods and services including livestock forage, wildlife habitat, water resources, wildland recreation, open space, and ecosystem services such as water purification and carbon sequestration. Our ability to serve current and future generations will be influenced by our understanding of rangelands because these lands are vital to the ecological and economic health of Idaho.

Rangelands influence the lives and livelihoods of nearly all Idahoans because 90% of Idaho citizens live in places that are currently rangeland or cropland that once was rangeland (i.e., Boise, Twin Falls, Idaho Falls, and Pocatello). The economy of Idaho also depends heavily on rangelands as 65% of the total land area of Idaho is grazed by domestic cattle and sheep that support rural communities and agricultural enterprises. Rangelands are vitally important for recreation as landscapes for fishing, hunting, hiking, biking, horseback riding, and off road vehicle use.

Historically, rangelands were valued mostly for ranching, hunting and mining. Today, changes in the way we use rangelands and environmental conditions threaten the strength and integrity of rangelands. These threats take shape as unsustainable grazing practices, damaging fire regimes, infestations of invasive plants, landscapes fragmented by human development and destructive recreational activities. Advancing rangeland science and management in the current context of ecological and societal change will require newly integrative thinking and innovative practices to maintain and restore these lands and the human communities that rely on them.

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 University of Idaho is creating a Rangeland Center that brings together researchers and extension professionals throughout Idaho to address the modern challenges of rangeland management. Faculty and staff in the U-Idaho Rangeland Center will partner with ranchers and land managers to conduct applied research and develop outreach that builds rangeland understanding. The College of Natural Resources at the University of Idaho is requesting an increase in budget of \$193,000 Forest Utilization Research (FUR) budget to support establishment of the U-Idaho Rangeland Center.

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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.

We are requesting the following resources:

Anticipated date of hire for all positions July 1, 2012:

Partial salary support (.5FTE \$56,000: \$40,000 salary and \$16,000 fringe benefits) for the **Director of the Rangeland Center**. This person will be a tenured professor who conducts rangeland research, teaches courses and workshops focused on rangelands, and directs the faculty and staff of the Rangeland Center. The other half of the Center Directors salary will be provided by the College of Natural Resources.

Salary (1 FTE \$53,580: \$38,000 salary and \$15,580 fringe benefits) for an **Outreach Coordinator** who will organize and promote the activities and outputs of the Rangeland Center. The outreach coordinator will assist Center Director and faculty members to develop workshops and symposia, articles for popular media, and extension publications.

Salary for two **graduate students** (\$38,380: \$38,000 salary and \$380 fringe benefits for two graduates at 20 hours/week each) to conduct relevant applied research directed by rangeland center faculty. Research projects will focus on topics that have been identified in the Center's strategic plan with input from a stakeholder advisory committee.

Operating expenses for research including basic field equipment and electronic field tools such as palm top computers, GPS, and digital cameras to support research and monitoring projects. Operating expenses are also requested to develop outreach documents, web pages, workshops, symposia and field tours to increase understanding of contemporary issues affecting rangelands.

Travel funds for the Center Director, Outreach Coordinator and Center faculty members to conduct research projects, outreach activities, and attend stakeholder meetings.

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

Researchers and educators from seven departments, three colleges, and the University of Idaho Extension are coming together to implement an interdisciplinary research, education and outreach program focused on creating science and solutions for rangelands. The U-Idaho Rangeland Center will build on existing partnerships and create opportunities for new collaborations to advance the study and management of rangelands in Idaho and the region.

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

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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 assumption(s) (e.g. anticipated grants, etc.).

This request is 100% ongoing 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 work of the Rangeland Center and the requested resources will directly serve managers and owners of rangeland in Idaho. Research and outreach activities will empower rangeland users and managers with skills and tools to sustain and improve rangeland health and productivity. Ranchers, recreationists, and rural communities in Idaho benefit from productive rangelands that support economic enterprises, vigorous wildlife populations, weed-free landscapes, fertile soils and clean abundant water.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

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.

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AGENCY: Special Education Programs

Agency No.: 516

FY 2013 Request

FUNCTION: Scholarships and Grants

Function No.: 03

Page ____ of ____ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: Opportunity Scholarship			Priority Ranking 1 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.00				0.00
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Travel					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	1,000,000				1,000,000
LUMP SUM:					
GRAND TOTAL	1,000,000				1,000,000

Supports institution/agency and Board strategic plans:

Category: New/Expanded Programs

Title: Opportunity Scholarship Programs

The Opportunity Scholarship is Idaho's primary need-based scholarship. It is designed on a shared responsibility model with state dollars being the "last dollars". This means that a student must apply for federal aid, have a self or family contribution element before they would be eligible for the Opportunity Scholarship. In FY07 and FY08, the initial years of this program, \$10 million dollars was put into an endowment fund and \$1.925 million was designated to fund scholarships for the 2007-2008 and 2008-2009 academic years. Approximately 700 students each year have received this renewable scholarship with the majority of students receiving the

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maximum award of \$3,000. Unfortunately, as a result of the financial difficulties during the last few years, funds were not available to fund neither the endowment nor the ongoing scholarships. The Board was permitted to use the earnings from the endowment and \$1,000,000 from the corpus for FY10, FY11 and FY12. This may permit us to fund qualifying renewals, but new awards will be very limited. This request is for \$1,000,000 from the State General Fund to assist in funding scholarships for fiscal year 2013.

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AGENCY: Special Programs
FUNCTION: Scholarships & Grants
ACTIVITY:

Agency No.: 516
 Function No.: 03
 Activity No.:

FY 2013 Request
 Page ____ of ____ Pages
 Original Submission X or
 Revision No. ____

A: Decision Unit No: 12.02		Title: GEAR UP SCHOLARSHIPS			Priority Ranking 2 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)			.10		.10
PERSONNEL COSTS:					
1. Salaries			5,500		12,100
2. Benefits			1,700		5,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:			7,200		7,200
OPERATING EXPENDITURES by summary object:					
1. General Services					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:			\$591,300		\$591,300
LUMP SUM:					
GRAND TOTAL			\$598,500		\$598,500

Supports institution/agency and Board strategic plans:

Goal 1, Objective A

Goal 1, A Well Educated Citizenry, calls for providing opportunities for individual enhancement and Objective A, Access, advocates for increasing access for individuals of all ages, abilities, and economic means to Idaho's P-20 educational system.

Performance Measure: Percent of need met by available need-based financial aid.

GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) is a federal discretionary grant program designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. This program provides six-year grants to states and partnerships to provide services at high-poverty middle and high schools which are designated as GEAR UP schools.

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GEAR UP provides students an opportunity to apply for a 4-year renewable scholarship based upon financial need and level of participation in the program and funding for participating students to prepare for and take the ACT test. The GEAR UP Program will serve over 5,500 students in Idaho during the life of the grant.

Description:

GEAR UP started in Idaho in 2007 with the renewable scholarships starting in FY 2013. The scholarship funds are on hand, however spending authority is needed in order to authorize payments.

The Department of Education GEAR UP coordinator estimates \$830,300 in scholarships for FY 2013. The legislature appropriated \$239,000 in ongoing spending authority for scholarships for FY 2012. Therefore, this request is for the difference of \$591,300 (\$830,300 less \$239,000). The GEAR UP program allows \$65,000 for administrative costs. The legislature appropriated .25 FTE and \$10,000 in personnel costs and \$1,000 in operating costs for FY 2012. The estimate for FY 2013 is .35 FTE and \$17,200 in personnel costs. This request includes an increase in personnel costs of .10 FTE and \$7,200.

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 reflects an increase of \$591,300 in federal funds spending authority for GEAR UP scholarships and an increase of .10 FTE and \$7,200 in personnel costs. This request does not affect staffing levels but is a shift in cost allocation to the GEAR UP program. The FY 2014 budget request will include a line item request for an additional increase in GEAR UP scholarships that will be awarded from FY 2014 through 2018.

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.

Part-time (.35 FTE total) GEAR UP scholarship administrator

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

Existing personnel charged to indirect cost funds will work on the GEAR UP program which will not necessitate the need for additional staffing.

- 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 assumption(s) (e.g. anticipated grants, etc.).

Federal spending authority with grant funds already awarded.

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?

GEAR UP is designed to increase the number of low-income students from high-poverty middle and high schools that are prepared to enter and succeed in postsecondary education. GEAR UP provides students an opportunity to apply for a 4-year renewable

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scholarship based upon financial need and level of participation in the program and funding for participating students to prepare for and take the ACT test. The GEAR UP Program will serve over 5,500 students in Idaho during the life of the grant.

Funding is in place. This request is for spending authority only.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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 State University
FUNCTION: Idaho Museum of Natural History

Agency No.: 513

FY 2013 Request

Function No.: 3000

Page 1 of 3 Pages
Original Submission X or
Revision No. ____

ACTIVITY: Strategic Initiative

Activity No.:

A: Decision Unit No: 12.01	Title: Idaho Museum of Natural History			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS:					
1. Salaries					
a. IT Director	45,000				45,000
2. Benefits	18,000				18,000
TOTAL PERSONNEL COSTS:	63,000				63,000
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. Storage facility improvements (one time only)	275,000				275,000
TOTAL CAPITAL OUTLAY:	275,000				275,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	338,000				338,000

How connected to institution/agency and Board strategic plans:

The Idaho Museum of Natural History was created by State Statute 33-3012. STATE MUSEUM OF NATURAL HISTORY. This statute stated that "there is hereby created and established at Idaho State University a state museum of natural history to be known as the Idaho museum of natural history, where tangible objects and documents reflecting our natural heritage may be collected, preserved, studied, interpreted, and displayed for educational and cultural purposes."

Thus, in order to most effectively meet this mandate, one new position is required. An Information Technology Specialist that meets the goals of the IMNH strategic plan for creating a Virtual Museum to bring the IMNH to all the people of Idaho. Further, to meet our mandate for the care and storage of the Natural History collections of Idaho, a major upgrade to our storage

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facilities is needed to meet minimum curation standards. One-time funds are requested for the purchase of new storage units which will increase capacity and long-term care.

This request will substantially increase our public, educational, research, and funding profiles across the State and the Nation, and meets goals articulated in the current ISU and SBOE strategic plans:

ISU Goal 1 — Achieve academic excellence in undergraduate, graduate, professional and technical education. (SBOE Main Goals: 1, A Well Educated Citizenry)

ISU Goal 2 — Increase the IMNH and ISU research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge. (SBOE Main Goals: 1, A Well Educated Citizenry)

ISU Goal 3 — Advance Public outreach, K-12, and rural education through the creation of more diverse and on-line programming. (SBOE Main Goals: 1, A Well Educated Citizenry)

ISU Goal 4 — Manage, care, present, and study, as mandated, the natural history of Idaho. (SBOE Main Goals: 1, A Well Educated Citizenry; 3 Effective and Efficient Delivery Systems)

ISU Goal 5 — Focus institutional, instructional, and research expertise on community and societal needs throughout the state, region, nation, and world. (SBOE Main Goals: 1, A Well Educated Citizenry)

ISU Goal 6 — Promote the efficient and effective use of resources through on-line programming and through fundraising in the private sector. (SBOE Main Goals: 1, A Well Educated Citizenry; 3 Effective and Efficient Delivery Systems)

Description:

This line item request will provide financial resources to fund a position in support of IMNH information technology goals as set forth in the strategic plan. It also requests the appropriate storage upgrades to meet museum best practice and facility expansion so that we may house more State and Federal collections, increasing our revenue streams from Government agencies.

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, funding for 1.0 FTE, as well as one-time funding for storage facility improvements.*
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 are available.*
 - c. List any additional operating funds and capital items needed. *See above.*
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

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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?

The museum currently serves nearly 10,000 school children per year and thousands of the general public in the current gallery and education facilities. The goal of creating a Virtual Museum by putting the entire IMNH collection on line so that students, educators, and researchers anywhere in Idaho or the world can do their own studies, will be impossible without an IT specialist. Revenue expansion through Government programs is now limited by our lack of storage space. The requested storage units will increase access to Government funding sources and revenue.

5. If this is a high priority item, list reason non-appropriated Line Items from FY 2011 budget request are not prioritized first.

The museum has been completely reorganized, with a new emphasis on the public, on education, and on expansion of revenue generating capabilities.

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AGENCY: Idaho Public Television
FUNCTION: Idaho Public Television
ACTIVITY:

Agency No.: 520
 Function No.: 01
 Activity No.:

FY 2013 Request
 Page 1 of 3
 Original Submission ___ or
 Revision No. ___

Idaho Legislature Live / Multimedia Personnel					
A: Decision Unit No: 12.01	Title:			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.00
PERSONNEL COSTS - 4000:					
1. Salaries	75,900				75,900
2. Benefits	34,900				34,900
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	110,800				110,800
OPERATING EXPENDITURES - 5000 by sub object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY - 6000 by sub object:					
1. 6401 - Computers (2 laptops)	2,200				2,200
2. 6701 - Office equipment	3,500				3,500
TOTAL CAPITAL OUTLAY:	5,700				5,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	116,500				116,500

How connected to institution/agency and Board strategic plans:

Goal 1 SBoE Goal 1 is a well-educated citizenry. IdahoPTV objectives to meet this goal include: 1) provide access to IdahoPTV new media content to citizens anywhere in the state, which support citizen participation and education, 2) contribute to a well-informed citizenry and 3) provide relevant Idaho-specific information.

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.

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Idaho Legislature Live currently includes gavel-to-gavel video coverage of the Idaho House, Senate, Joint Finance-Appropriations Committee (JFAC), House/Senate Auditorium, and live audio coverage of legislative committee rooms.

Since its inception, IdahoPTV has entirely self-funded the personnel and operational costs required to provide Idaho Legislature Live coverage.

IdahoPTV requests two positions to assist with this expanded 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, website 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 educational IdahoPTV new media initiatives including content creation and archiving of content.

Questions:

1. What is being requested and why?

For the first 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 expanded Idaho Legislature Live.

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, 2012, salary cost estimated at \$46,800; benefited with benefit costs estimated at \$19,350, position on-going.

PTV Digital Broadcast Systems Operator, pay grade I, full-time, classified, anticipated hire date July 1, 2012, salary cost estimated at \$29,100; benefited with benefit costs estimated at \$15,550, position on-going.

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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.

If funded, IdahoPTV will continue to redirect the efforts of the following personnel to this effort:

-Broadcast System Operator:	To supervise the requested two 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.

General Fund per matrix on page 1.

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 the Web.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

Last year, a line item request for "Idaho Experience" was ranked 1 or 2. This request has been removed pending future legislative interest. This year, this document is the only line item request.

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 2013 Request

FUNCTION: Vocational Rehabilitation

Function No.: 02

Page _1_ of _3 Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. ____

A: Decision Unit No: 12.01		Title: Trustee & Benefit 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:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$576,900		\$2,131,500		\$2,708,400
LUMP SUM:					
GRAND TOTAL					

Supports institution/agency and Board strategic plans:

Goal 1, Objective 8

Goal 1: Continually improve the quality of Vocational Rehabilitation services available to eligible Idahoans with disabilities to prepare for, obtain, maintain, or regain competitive employment.

Objective 8: Enhance revenue opportunities for VR programs.

Performance Measure/s:

- Increase number of Idahoans with disabilities placed in gainful employment.*
- Increase grant opportunities and collaboration with state agencies and other entities to develop shared projects.*

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Description:

Vocational Rehabilitation is a ticket to self-sufficiency for Idahoans with disabilities – a hand-up to employment and to independence. Regrettably, a public perception may be that Vocational Rehabilitation is another welfare program. Vocational Rehabilitation services for eligible Idahoans with disabilities are the enabling tools to transition from unemployment to gainful employment; from dependence to independence.

This is a request for state funds required to match federal dollars allotted to Idaho. Without matching funds the federal dollars Idaho deserves will be lost reducing the number of Idahoans with disabilities entering the workforce. Holdbacks from the recent recession have prohibited IDVR from accepting Idaho's full allotment of federal funds in FY2010, FY2011 and FY2012. Given the nearly ONE (state funds) to FOUR (federal funds) match, IDVR reverted \$616,000 of federal dollars in FY2010, \$2.7million in FY2011 and will revert a similar amount in FY2012. These reductions have significantly limited client services that put Idahoans to work. Idaho ranks among the top ten states that have reverted federal funds and ranks 49th in the nation for its ability to capture federal funds allocated to the state. In the past three years, losses in state and federal funds have been partially offset with one-time fund sources: Social Security reimbursements acquired through a sweep of records of prior clients who successfully moved off of SSI and SSDI benefit programs; and, American Recovery and Reinvestment Act (stimulus) funds. These sources and all reserves are depleted. Funding reductions have been exacerbated as the Department of Correction and some school districts that provided non-federal match in prior years have found it necessary to eliminate their shares of non-federal match. State funds are the only stable mechanism to capture the available unmatched federal dollars designated for Idaho by the US Rehabilitation Services Administration. This request for \$576,900 of State General Account funds will allow Idaho to receive the approximate \$2,131,500 of federal funds it will be allotted in FY2013 to serve the growing population of Idahoans with disabilities who are eligible for services.

The funds will be used for our primary mission of vocational rehabilitation of individuals with disabilities. The outcome is to move Idahoans with disabilities from unemployment to gainful employment; from dependence to independence.

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?

- \$576,900 in state general funds and \$2,131,500 in federal spending authority.
- IDVR currently has 148 FTEs for this activity.
- Base: General Fund \$2,914,600
Federal Fund \$14,414,000
Dedicated Fund \$1,078,500
Misc. Revenue \$958,500

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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 requested.
 - 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 assumption(s) (e.g. anticipated grants, etc.).
This is an ongoing request for \$576,900 in State General funds and \$2,131,500 Federal spending authority for Trustee & Benefit services.

Federal grant funds come to Idaho through the annual VR State grant. If the agency does not have enough non-federal matching funds to capture all of the available federal dollars for Idaho, the funds are reallocated to other states by the RSA.
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 increased number of Idaho citizens with disabilities who seek employment will be served. Idahoans who are disabled come from all walks of life: farmers, foodservice workers, dairymen, construction workers, secretaries, educators, students, executives, etc.
The impact is statewide. Idaho benefits when the unemployed go to work and become taxpayers and contributors to the state's economy. Without funds fewer Idahoans with disabilities will return to gainful employment.
5. If this is a high priority item, list reason why unapproved Line Items from the prior year 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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COLLEGE AND UNIVERSITIES OF THE STATE BOARD

SUBJECT

FY 2012 Intercollegiate Athletics Operating Budget Report

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/ DISCUSSION

State Board of Education 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 3 displays a four-part pie chart that shows FY 12 revenue by fund source by institution, followed by the FY 11 Board Limits on Allocation of Funds on page 4, and a two-part chart displaying selected athletic financial data on page 5.

Page 7 begins with worksheets for each institution displaying the following data:

- FY 10 Actual Expenditures (June 2010) – columns 1 & 2
- Latest FY 11 Estimate (May 2011) – columns 3 & 4
- Variance (\$ and %) comparing the FY 10 Actual with the latest FY 11 estimate – columns 5 & 6
- FY 12 Operating Budget (June 2011) – columns 7 & 8
- Variance (\$ & %) comparing the FY 12 proposed Budget with the FY 11 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.

Board policy establishes limits on the amount of funds the institutions can allocate to athletics from General Account and institutional funds. At its regular February 2011 meeting the Board voted to freeze the general education funds and institutional funds limit for athletics at the FY 2011 level, and to freeze the general education funds above the limit allocated for gender equity costs at the FY 2010 level. Thus, the athletics limits for FY 2012 are as follows:

	General Ed	Institutional	Gender Equity
BSU	\$2,214,700	\$346,600	\$976,872
ISU	\$2,214,700	\$485,100	\$646,500
UI	\$2,214,700	\$693,100	\$846,560
LCSC	\$823,400	\$138,500	N/A

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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 12.

ATTACHMENTS

FY 12 Revenue by Source by Institution	Page 3
FY 12 Board Limits on Allocation of Funds	Page 4
Student Fees, State and Institution Support % of Operating Revenues	Page 5
Expenditures per Participant	Page 5
FY 10 Actual, Revised Estimates for FY 11, and FY 12 Operating Budgets:	
Boise State University	Page 7
Idaho State University	Page 11
University of Idaho	Page 15
Lewis Clark State College	Page 19

STAFF COMMENTS

Pages 3 and 4 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 Account and Institutional funds for athletics within their limits. Page 5 displays non-program revenue as a percentage of total athletic revenue and expenditures per varsity participant.

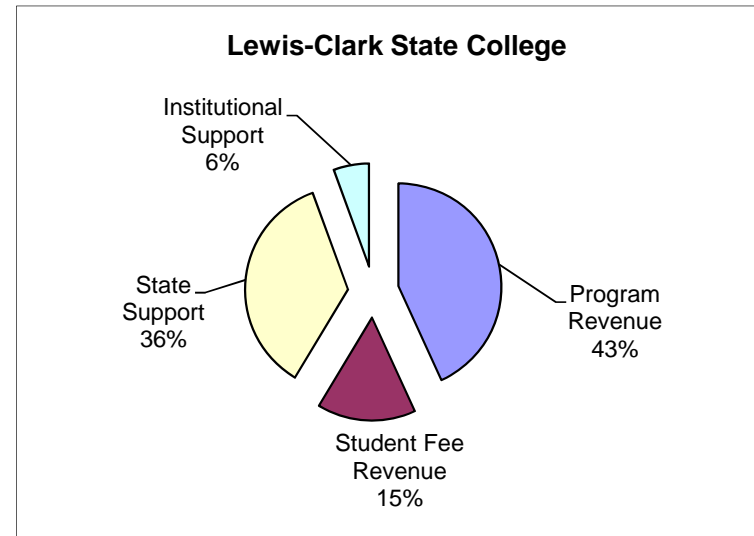
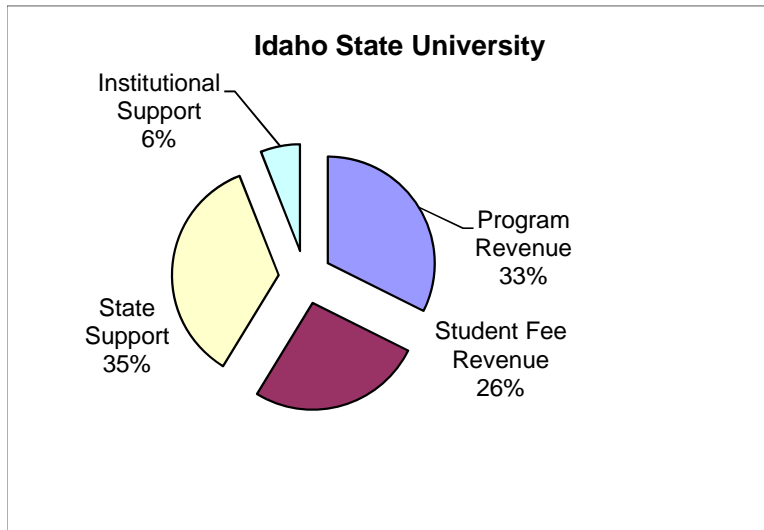
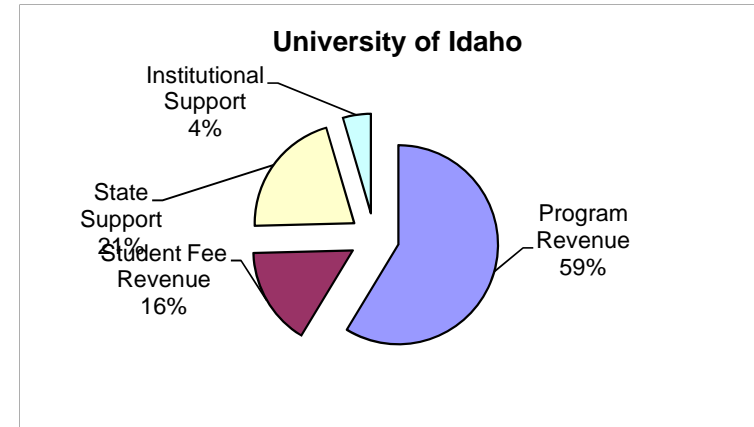
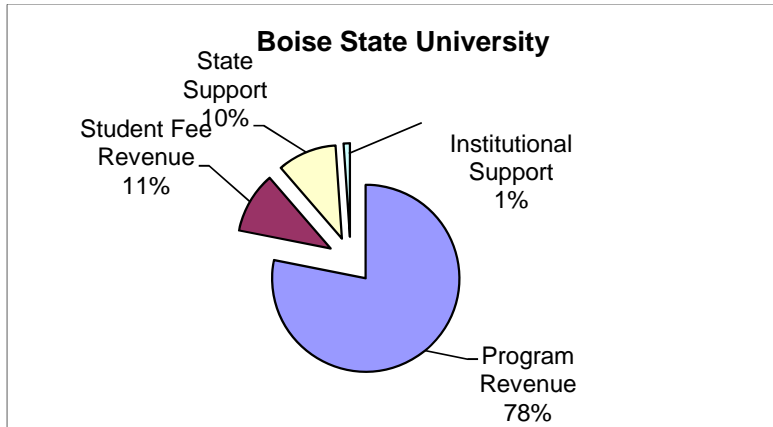
The first shaded column of the individual institution reports, starting on page 7, displays the difference and percentage change for each revenue and expense category between the FY 10 actuals and the FY 11 estimate; the second shaded column shows the difference and percentage between the latest FY 11 estimate and the proposed FY 12 budget.

BOARD ACTION

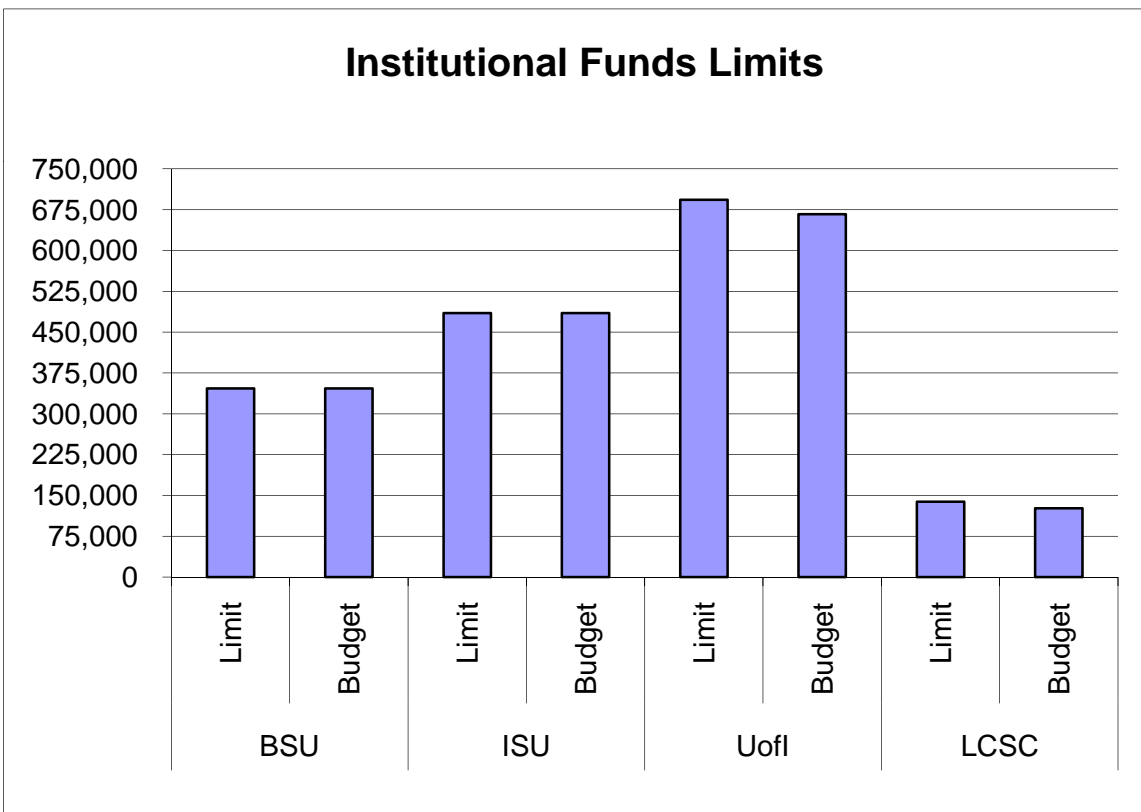
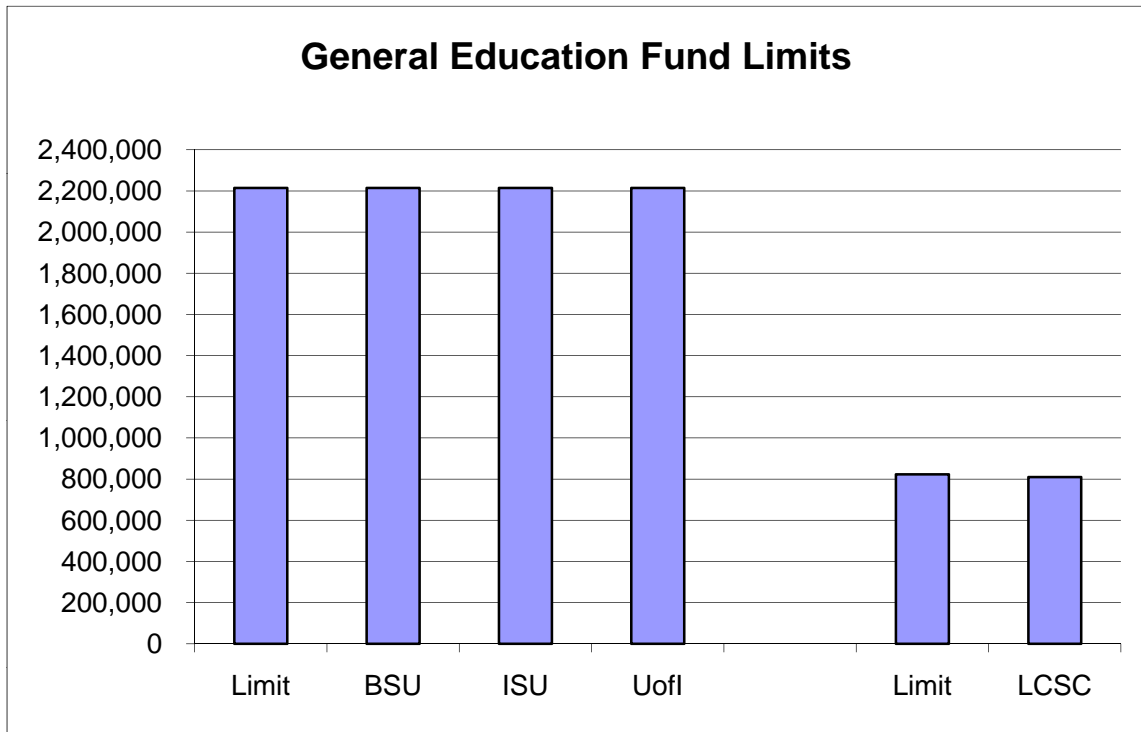
This item is for informational purposes only. Any action will be at the Board's discretion.

Intercollegiate Athletics

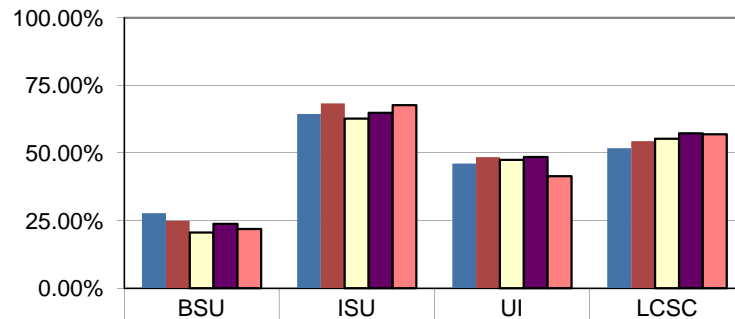
FY12 Revenue by Source by Institution



FY12 Board Limits on Allocation of Funds

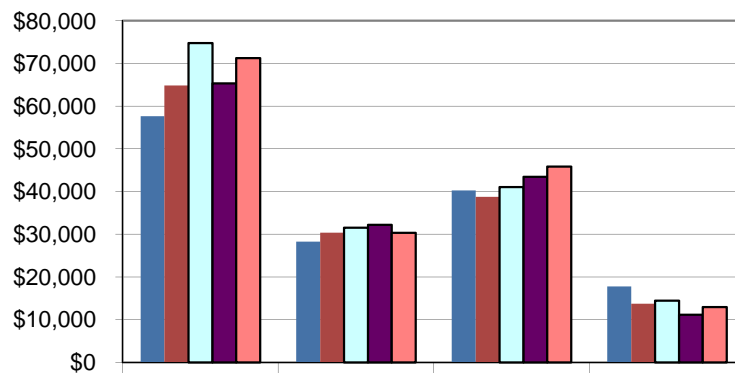


Student Fee/State & Institution Support as a % of Total Athletic Revenue



	BSU	ISU	UI	LCSC
FY08 Act.	27.75%	64.43%	46.04%	51.79%
FY09 Act.	24.82%	68.26%	48.41%	54.34%
FY10 Act.	20.58%	62.71%	47.45%	55.21%
FY11 Est.	23.78%	64.82%	48.50%	57.19%
FY12 Bud.	21.90%	67.64%	41.33%	56.85%

Expenditures per Varsity Participant



	BSU	ISU	UI	LCSC
FY08 Act.	\$57,629	\$28,232	\$40,265	\$17,752
FY09 Act.	\$64,844	\$30,371	\$38,715	\$13,749
FY10 Act.	\$74,747	\$31,491	\$41,009	\$14,394
FY11 Est.	\$65,306	\$32,228	\$43,431	\$11,121
FY12 Bud.	\$71,258	\$30,304	\$45,806	\$12,903

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Boise State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	7,102,661	19.71%	6,541,320	20.00%	(561,341)	-7.90%	6,878,542	19.29%	337,222	5.16%
4 Guarantees	580,000	1.61%	1,585,000	4.85%	1,005,000	173.28%	2,200,000	6.17%	615,000	38.80%
5 Contributions	6,553,812	18.18%	7,140,942	21.84%	587,130	8.96%	6,671,983	18.71%	(468,959)	-6.57%
6 NCAA/Conference/Tournaments	1,835,720	5.09%	1,464,638	4.48%	(371,082)	-20.21%	3,479,137	9.76%	2,014,499	137.54%
7 TV/Radio/Internet Rights	126,678	0.35%	125,000	0.38%	(1,678)	-1.32%	50,000	0.14%	(75,000)	-60.00%
8 Program/Novelty Sales, Concessionns, Parking	932,558	2.59%	837,603	2.56%	(94,955)	-10.18%	915,135	2.57%	77,532	9.26%
9 Royalty, Advertisement, Sponsorship	2,773,179	7.69%	3,279,053	10.03%	505,874	18.24%	3,348,951	9.39%	69,898	2.13%
10 Endowment/Investment Income	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
11 Other	803,891	2.23%	607,100	1.86%	(196,791)	-24.48%	640,010	1.79%	32,910	5.42%
12 Total Program Revenue	20,708,499	57.46%	21,580,656	65.99%	872,157	4.21%	24,183,758	67.81%	2,603,102	12.06%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	4,407,144	12.23%	30,000	0.09%	(4,377,144)	-99.32%	149,500	0.42%	119,500	398.33%
15 Student Fees	2,980,056	8.27%	3,204,466	9.80%	224,410	7.53%	3,286,096	9.21%	81,630	2.55%
16 Direct State/Govt Support	2,193,089	6.09%	2,214,700	6.77%	21,611	0.99%	2,214,700	6.21%	0	0.00%
17 Gender Equity - Appropriated Funds	976,872	2.71%	976,872	2.99%	0	0.00%	976,872	2.74%	0	0.00%
18 Direct Institutional Support	358,700	1.00%	346,600	1.06%	(12,100)	-3.37%	346,600	0.97%	0	0.00%
19 Subtotal State/Institutional Support	3,528,661	9.79%	3,538,172	10.82%	9,511	0.27%	3,538,172	9.92%	0	0.00%
20 Total Non-Program Revenue	10,915,861	30.29%	6,772,638	20.71%	(4,143,223)	-37.96%	6,973,768	19.55%	201,130	2.97%
21 Subtotal Operating Revenue	31,624,360	87.75%	28,353,294	86.70%	(3,271,066)	-10.34%	31,157,526	87.37%	2,804,232	9.89%
22 Non-Cash Revenue										
23 Third Party Support	293,750	0.82%	0	0.00%	(293,750)	-100.00%	0	0.00%	0	0.00%
24 Indirect Institutional Support	2,209,387	6.13%	2,365,957	7.23%	156,570	7.09%	2,411,136	6.76%	45,179	1.91%
25 Non-Cash Revenue		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
26 Out-of-State Tuition Revenue	1,913,158	5.31%	1,983,889	6.07%	70,731	3.70%	2,094,560	5.87%	110,671	5.58%
27 Subtotal Non-Cash Revenue	4,416,295	12.25%	4,349,846	13.30%	(66,449)	-1.50%	4,505,696	12.63%	155,850	3.58%
28 Total Revenue:	36,040,655	100.00%	32,703,140	100.00%	(3,337,515)	-9.26%	35,663,222	100.00%	2,960,082	9.05%
29										
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	3,739,015	10.38%	4,262,990	13.04%	523,975	14.01%	4,404,877	12.43%	141,887	3.33%
33 Guarantees	789,500	2.19%	662,000	2.02%	(127,500)	-16.15%	547,500	1.55%	(114,500)	-17.30%
34 Coaching Salary/Benefits	7,219,755	20.04%	7,706,063	23.57%	486,308	6.74%	8,375,442	23.64%	669,379	8.69%
35 Admin Staff Salary/Benefits	4,309,086	11.96%	4,356,279	13.32%	47,193	1.10%	4,839,813	13.66%	483,534	11.10%
36 Severence Payments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Recruiting	281,642	0.78%	373,500	1.14%	91,858	32.62%	393,500	1.11%	20,000	5.35%
38 Team Travel	1,966,291	5.46%	1,982,614	6.06%	16,323	0.83%	2,266,435	6.40%	283,821	14.32%
39 Equipment, Uniforms and Supplies	1,483,833	4.12%	999,579	3.06%	(484,254)	-32.64%	1,192,174	3.36%	192,595	19.27%
40 Game Expenses	791,191	2.20%	833,373	2.55%	42,182	5.33%	900,652	2.54%	67,279	8.07%
41 Fund Raising, Marketing, Promotion	550,524	1.53%	279,937	0.86%	(270,587)	-49.15%	274,147	0.77%	(5,790)	-2.07%
42 Direct Facilities/Maint/Rentals	1,091,002	3.03%	1,180,161	3.61%	89,159	8.17%	1,601,902	4.52%	421,741	35.74%
43 Debt Service on Facilities	3,629,955	10.07%	4,080,684	12.48%	450,729	12.42%	4,183,902	11.81%	103,218	2.53%
44 Spirit Groups	88,599	0.25%	177,401	0.54%	88,802	100.23%	208,377	0.59%	30,976	17.46%
45 Medical Expenses & Insurance	104,918	0.29%	69,595	0.21%	(35,323)	-33.67%	69,500	0.20%	(95)	-0.14%
46 Memberships & Dues	482,578	1.34%	510,287	1.56%	27,709	5.74%	505,857	1.43%	(4,430)	-0.87%
47 NCAA/Special Event/Bowls	3,954,459	10.97%	21,095	0.06%	(3,933,364)	-99.47%	170,835	0.48%	149,740	709.84%
48 Other Operating Expenses	1,135,668	3.15%	847,345	2.59%	(288,323)	-25.39%	990,920	2.80%	143,575	16.94%
49 Subtotal Operating Expenditures	31,618,016	87.74%	28,342,903	86.69%	(3,275,113)	-10.36%	30,925,833	87.28%	2,582,930	9.11%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	293,750	0.82%	0	0.00%	(293,750)	-100.00%	0	0.00%	0	0.00%
52 3rd Party Admin Staff Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
53 Indirect Facilities & Admin Support	2,209,387	6.13%	2,365,957	7.24%	156,570	7.09%	2,411,136	6.81%	45,179	1.91%
54 Non-Cash Expense		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
55 Out-of-State Tuition Expense	1,913,158	5.31%	1,983,889	6.07%	70,731	3.70%	2,094,560	5.91%	110,671	5.58%
56 Subtotal Non-Cash Expenditures	4,416,295	12.26%	4,349,846	13.31%	(66,449)	-1.50%	4,505,696	12.72%	155,850	3.58%
57 Total Expenditures:	36,034,311	100.00%	32,692,749	100.00%	(3,341,562)	-9.27%	35,431,529	100.00%	2,738,780	8.38%

Boise State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
58										
59 Net Income/(deficit)	6,344		10,391		4,047	63.79%	231,693		221,302	2129.75%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	638,320		648,711		10,391	1.63%	880,404		231,693	35.72%
62										
63 Sport Camps & Clinics										
64 Revenue	865,924		400,000		(465,924)	-53.81%	400,000	1.13%	0	0.00%
65 Coach Compensation from Camp	222,413		150,000		(72,413)	-32.56%	150,000	0.42%	0	0.00%
66 Camp Expenses	398,983		250,000		(148,983)	-37.34%	250,000	0.71%	0	0.00%
67 Total Expenses	621,396		400,000		(221,396)	-35.63%	400,000	1.13%	0	0.00%
68 Ending Fund Balance 6/30-BSU Camps	327,243									
69 Net Income from Camps	571,771		0		(571,771)	-100.00%	0		0	0.00%

Boise State University
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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	2,980,056	9.42%	3,204,466	11.30%	224,410	7.53%	3,286,096	10.55%	81,630	2.55%
3 Contributions	6,553,812	20.72%	7,140,942	25.19%	587,130	8.96%	6,671,983	21.41%	(468,959)	-6.57%
4 State Support	2,193,089	6.93%	2,214,700	7.81%	21,611	0.99%	2,214,700	7.11%	0	0.00%
5 Institutional Gender Equity	976,872	3.09%	976,872	3.45%	0	0.00%	976,872	3.14%	0	0.00%
6 Institutional Support	358,700	1.13%	346,600	1.22%	(12,100)	-3.37%	346,600	1.11%	0	0.00%
7 NCAA/Conference	1,835,720	5.80%	1,464,638	5.17%	(371,082)	-20.21%	3,479,137	11.17%	2,014,499	137.54%
8 TV/Radio/Internet	126,678	0.40%	125,000	0.44%	(1,678)	-1.32%	50,000	0.16%	(75,000)	-60.00%
9 Concessions/program/etc.	932,558	2.95%	837,603	2.95%	(94,955)	-10.18%	915,135	2.94%	77,532	9.26%
10 Advertising/sponsorship/Royalty	2,773,179	8.77%	3,279,053	11.56%	505,874	18.24%	3,348,951	10.75%	69,898	2.13%
11 Endowments	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
12 NCAA/Bowl/World Series	4,407,144	13.94%	30,000	0.11%	(4,377,144)	-99.32%	149,500	0.48%	119,500	398.33%
13 Other	803,891	2.54%	607,100	2.14%	(196,791)	-24.48%	640,010	2.05%	32,910	5.42%
14 Total General Revenue	23,941,699	75.71%	20,226,974	71.34%	(3,714,725)	-15.52%	22,078,984	70.86%	1,852,010	9.16%
15 Revenue By Sport:										
16 Men's Programs:										
17 Football										
18 Ticket Sales	6,657,518	21.05%	5,965,926	21.04%	(691,592)	-10.39%	6,291,984	20.19%	326,058	5.47%
19 Game Guarantees	450,000	1.42%	1,450,000	5.11%	1,000,000	222.22%	2,200,000	7.06%	750,000	51.72%
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	373,570	1.18%	541,012	1.91%	167,442	44.82%	552,176	1.77%	11,164	2.06%
23 Game Guarantees	130,000	0.41%	135,000	0.48%	5,000	3.85%	0	0.00%	(135,000)	-100.00%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country	3,658	0.01%	2,588	0.01%	(1,070)	-29.25%	2,588	0.01%	0	0.00%
26 Tennis	0	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	23,431	0.07%	4,313	0.02%	(19,118)	-81.59%	4,313	0.01%	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	7,638,177	24.15%	8,098,839	28.56%	460,662	6.03%	9,051,061	29.05%	952,222	11.76%
32 Women's Programs										
33 Volleyball										
34 Ticket Sales	5,284	0.02%	3,738	0.01%	(1,546)	-29.26%	3,738	0.01%	0	0.00%
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	13,596	0.04%	5,628	0.02%	(7,968)	-58.61%	5,628	0.02%	0	0.00%
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	3,658	0.01%	2,588	0.01%	(1,070)	-29.25%	2,588	0.01%	0	0.00%
42 Tennis		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
43 Gymnastics	8,128	0.03%	5,751	0.02%	(2,377)	-29.24%	5,751	0.02%	0	0.00%
44 Golf		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
45 Soccer	8,128	0.03%	5,751	0.02%	(2,377)	-29.24%	5,751	0.02%	0	0.00%
46 Softball	5,690	0.02%	4,025	0.01%	(1,665)	-29.26%	4,025	0.01%	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	44,484	0.14%	27,481	0.10%	(17,003)	-38.22%	27,481	0.09%	0	0.00%
50 Total Revenue	31,624,360	100.00%	28,353,294	100.00%	(3,271,066)	-10.34%	31,157,526	100.00%	2,804,232	9.89%

Boise State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	1,316,953	4.17%	1,487,354	5.25%	170,401	12.94%	1,555,105	5.03%	67,751	4.56%
54 Fund Raising Office	1,161,260	3.67%	648,323	2.29%	(512,937)	-44.17%	739,802	2.39%	91,479	14.11%
55 Academics Support	1,008,813	3.19%	902,498	3.18%	(106,315)	-10.54%	1,125,767	3.64%	223,269	24.74%
56 Media Relations	323,729	1.02%	310,631	1.10%	(13,098)	-4.05%	317,834	1.03%	7,203	2.32%
57 Marketing and Promotions	758,911	2.40%	474,563	1.67%	(284,348)	-37.47%	403,149	1.30%	(71,414)	-15.05%
58 Ticket Office	300,717	0.95%	293,316	1.03%	(7,401)	-2.46%	350,247	1.13%	56,931	19.41%
59 Athletic Training Room	549,045	1.74%	569,967	2.01%	20,922	3.81%	587,236	1.90%	17,269	3.03%
60 Memberships and Dues	482,578	1.53%	510,287	1.80%	27,709	5.74%	505,857	1.64%	(4,430)	-0.87%
61 Facilities Mtn & Debt Service	4,892,422	15.47%	6,053,867	21.36%	1,161,445	23.74%	6,561,084	21.22%	507,217	8.38%
62 Capital Improvements	685,863	2.17%	0	0.00%	(685,863)	-100.00%	0	0.00%	0	0.00%
63 NCAA/Special Event/Bowls	3,954,459	12.51%	21,095	0.07%	(3,933,364)	-99.47%	170,835	0.55%	149,740	709.84%
64 Other Miscellaneous	1,874,379	5.93%	2,224,217	7.85%	349,838	18.66%	2,894,084	9.36%	669,867	30.12%
65 Total Admin & General	17,309,129	54.74%	13,496,118	47.62%	(3,813,011)	-22.03%	15,211,000	49.19%	1,714,882	12.71%
66										
67 Men's Programs:										
68 Football	6,850,395	21.67%	7,148,627	25.22%	298,232	4.35%	8,110,865	26.23%	962,238	13.46%
69 Basketball	1,529,235	4.84%	1,884,211	6.65%	354,976	23.21%	1,515,838	4.90%	(368,373)	-19.55%
70 Track & Field/Cross Country	484,007	1.53%	486,425	1.72%	2,418	0.50%	481,086	1.56%	(5,339)	-1.10%
71 Tennis	381,888	1.21%	277,920	0.98%	(103,968)	-27.22%	284,223	0.92%	6,303	2.27%
72 Baseball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
73 Wrestling	497,694	1.57%	416,847	1.47%	(80,847)	-16.24%	434,806	1.41%	17,959	4.31%
74 Golf	162,284	0.51%	164,513	0.58%	2,229	1.37%	169,075	0.55%	4,562	2.77%
75 Volleyball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
76 Rodeo	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
77 Total Men's Programs	9,905,503	31.33%	10,378,543	36.62%	473,040	4.78%	10,995,893	35.56%	617,350	5.95%
78										
79 Women's Programs										
80 Volleyball	456,679	1.44%	523,099	1.85%	66,420	14.54%	545,182	1.76%	22,083	4.22%
81 Basketball	933,985	2.95%	1,025,971	3.62%	91,986	9.85%	1,073,132	3.47%	47,161	4.60%
82 Track & Field/Cross Country	558,720	1.77%	571,836	2.02%	13,116	2.35%	565,691	1.83%	(6,145)	-1.07%
83 Tennis	353,075	1.12%	280,805	0.99%	(72,270)	-20.47%	251,195	0.81%	(29,610)	-10.54%
84 Gymnastics	561,430	1.78%	455,468	1.61%	(105,962)	-18.87%	490,483	1.59%	35,015	7.69%
85 Golf	202,557	0.64%	184,676	0.65%	(17,881)	-8.83%	190,065	0.61%	5,389	2.92%
86 Soccer	473,646	1.50%	453,380	1.60%	(20,266)	-4.28%	483,387	1.56%	30,007	6.62%
87 Softball	433,678	1.37%	487,355	1.72%	53,677	12.38%	560,822	1.81%	73,467	15.07%
88 Skiing	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
89 Swimming	429,614	1.36%	485,652	1.71%	56,038	13.04%	558,983	1.81%	73,331	15.10%
90 Rodeo/New Sport	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
91 Total Women's Programs	4,403,384	13.93%	4,468,242	15.76%	64,858	1.47%	4,718,940	15.26%	250,698	5.61%
92										
93 Total Expenditures	31,618,016	100.00%	28,342,903	100.00%	(3,275,113)	-10.36%	30,925,833	100.00%	2,582,930	9.11%

Idaho State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	253,108	2.38%	219,509	2.13%	(33,599)	-13.27%	235,700	2.37%	16,191	7.38%
4 Guarantees	1,330,402	12.49%	1,158,000	11.24%	(172,402)	-12.96%	1,067,000	10.72%	(91,000)	-7.86%
5 Contributions	382,833	3.59%	428,500	4.16%	45,667	11.93%	280,200	2.82%	(148,300)	-34.61%
6 NCAA/Conference/Tournaments	642,292	6.03%	516,831	5.02%	(125,461)	-19.53%	434,000	4.36%	(82,831)	-16.03%
7 TV/Radio/Internet Rights	8,559	0.08%	0	0.00%	(8,559)	-100.00%	0	0.00%	0	0.00%
8 Program/Novelty Sales, Concessionns, Parking	17,000	0.16%	17,500	0.17%	500	2.94%	17,000	0.17%	(500)	-2.86%
9 Royalty, Advertisement, Sponsorship	498,620	4.68%	492,120	4.78%	(6,500)	-1.30%	505,750	5.08%	13,630	2.77%
10 Endowment/Investment Income	23,710	0.22%	30,650	0.30%	6,940	29.27%	23,140	0.23%	(7,510)	-24.50%
11 Other	98,973	0.93%	129,369	1.26%	30,396	30.71%	60,079	0.60%	(69,290)	-53.56%
12 Total Program Revenue	3,255,497	30.56%	2,992,479	29.06%	(263,018)	-8.08%	2,622,869	26.36%	(369,610)	-12.35%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	720	0.01%	0	0.00%	(720)	-100.00%	0	0.00%	0	0.00%
15 Student Fees	2,191,453	20.57%	2,091,523	20.31%	(99,930)	-4.56%	2,136,470	21.47%	44,947	2.15%
16 Direct State/Govt Support	2,262,900	21.24%	2,214,700	21.50%	(48,200)	-2.13%	2,214,700	22.26%	0	0.00%
17 Gender Equity - Appropriated Funds	646,500	6.07%	721,500	7.01%	75,000	11.60%	646,500	6.50%	(75,000)	-10.40%
18 Direct Institutional Support	374,000	3.51%	485,100	4.71%	111,100	29.71%	485,100	4.88%	0	0.00%
19 Subtotal State/Institutional Support	3,283,400	30.82%	3,421,300	33.22%	137,900	4.20%	3,346,300	33.63%	(75,000)	-2.19%
20 Total Non-Program Revenue	5,475,573	51.40%	5,512,823	53.53%	37,250	0.68%	5,482,770	55.11%	(30,053)	-0.55%
21 Subtotal Operating Revenue	8,731,070	81.95%	8,505,302	82.59%	(225,768)	-2.59%	8,105,639	81.47%	(399,663)	
22 Non-Cash Revenue										
23 Third Party Support	42,013	0.39%	35,000	0.34%	(7,013)	-16.69%	35,000	0.35%	0	0.00%
24 Indirect Institutional Support	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
25 Non-Cash Revenue	629,269	5.91%	600,000	5.83%	(29,269)	-4.65%	600,000	6.03%	0	0.00%
26 Out-of-State Tuition Revenue	1,251,295	11.75%	1,158,372	11.25%	(92,923)	-7.43%	1,208,782	12.15%	50,410	4.35%
27 Subtotal Non-Cash Revenue	1,922,577	18.05%	1,793,372	17.41%	(129,205)	-6.72%	1,843,782	18.53%	50,410	2.81%
28 Total Revenue:	10,653,647	100.00%	10,298,674	100.00%	(354,973)	-3.33%	9,949,421	100.00%	(349,253)	-3.39%
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	1,821,964	18.25%	2,060,464	20.06%	238,500	13.09%	2,104,506	20.99%	44,042	2.14%
33 Guarantees	230,667	2.31%	49,500	0.48%	(181,167)	-78.54%	61,000	0.61%	11,500	23.23%
34 Coaching Salary/Benefits	1,822,432	18.25%	2,124,689	20.69%	302,257	16.59%	1,986,501	19.81%	(138,188)	-6.50%
35 Admin Staff Salary/Benefits	1,398,814	14.01%	1,495,919	14.57%	97,105	6.94%	1,372,526	13.69%	(123,393)	-8.25%
36 Severence Payments	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
37 Recruiting	308,441	3.09%	218,803	2.13%	(89,638)	-29.06%	243,803	2.43%	25,000	11.43%
38 Team Travel	830,424	8.32%	750,411	7.31%	(80,013)	-9.64%	839,461	8.37%	89,050	11.87%
39 Equipment, Uniforms and Supplies	249,711	2.50%	253,518	2.47%	3,807	1.52%	267,941	2.67%	14,423	5.69%
40 Game Expenses	268,359	2.69%	237,840	2.32%	(30,519)	-11.37%	237,840	2.37%	0	0.00%
41 Fund Raising, Marketing, Promotion	122,220	1.22%	165,248	1.61%	43,028	35.21%	165,248	1.65%	0	0.00%
42 Direct Facilities/Maint/Rentals	204,111	2.04%	143,042	1.39%	(61,069)	-29.92%	143,042	1.43%	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	54,421	0.55%	42,437	0.41%	(11,984)	-22.02%	0	0.00%	(42,437)	-100.00%
45 Medical Expenses & Insurance	325,110	3.26%	282,810	2.75%	(42,300)	-13.01%	272,810	2.72%	(10,000)	-3.54%
46 Memberships & Dues	39,062	0.39%	48,000	0.47%	8,938	22.88%	48,000	0.48%	0	0.00%
47 NCAA/Special Event/Bowls	762	0.01%	0	0.00%	(762)	-100.00%	0	0.00%	0	0.00%
48 Other Operating Expenses	385,075	3.86%	603,291	5.87%	218,216	56.67%	439,535	4.38%	(163,756)	-27.14%
49 Subtotal Operating Expenditures	8,061,573	80.74%	8,475,972	82.54%	414,399	5.14%	8,182,213	81.61%	(293,759)	-3.47%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	37,484	0.38%	30,000	0.29%	(7,484)	-19.97%	30,000	0.30%	0	0.00%
52 3rd Party Admin Staff Compensation	4,529	0.05%	5,000	0.05%	471	10.40%	5,000	0.05%	0	0.00%
53 Indirect Facilities & Admin Support	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
54 Non-Cash Expense	629,269	6.30%	600,000	5.84%	(29,269)	-4.65%	600,000	5.98%	0	0.00%
55 Out-of-State Tuition Expense	1,251,295	12.53%	1,158,372	11.28%	(92,923)	-7.43%	1,208,782	12.06%	50,410	4.35%
56 Subtotal Non-Cash Expenditures	1,922,577	19.26%	1,793,372	17.46%	(129,205)	-6.72%	1,843,782	18.39%	50,410	2.81%
57 Total Expenditures:	9,984,150	100.00%	10,269,344	100.00%	285,194	2.86%	10,025,995	100.00%	(243,349)	-2.37%

**Idaho State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
58										
59 Net Income/(deficit)	669,497		29,330		(640,167)	-95.62%	(76,574)		(105,904)	-361.08%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	1,368,637		1,397,967		29,330	2.14%	1,321,393		(76,574)	-5.48%
62										
63 Sport Camps & Clinics										
64 Revenue	197,065		150,000		(47,065)	-23.88%	150,000	1.50%	0	0.00%
65 Coach Compensation from Camp	104,025		90,000		(14,025)	-13.48%	90,000	0.90%	0	0.00%
66 Camp Expenses	137,041		60,000		(77,041)	-56.22%	60,000	0.60%	0	0.00%
67 Total Expenses	241,066		150,000		(91,066)	-37.78%	150,000	1.50%	0	0.00%
68										
69 Net Income from Camps	-44,001		0		44,001	-100.00%	0		0	0.00%

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)
		FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
Revenue by Program:											
1	General Revenue:										
2	Student Fees	2,191,453	25.10%	2,091,523	24.59%	(99,930)	-4.56%	2,136,470	26.36%	44,947	2.15%
3	Contributions	382,833	4.38%	428,500	5.04%	45,667	11.93%	280,200	3.46%	(148,300)	-34.61%
4	State Support	2,262,900	25.92%	2,214,700	26.04%	(48,200)	-2.13%	2,214,700	27.32%	0	0.00%
5	Institutional Gender Equity	646,500	7.40%	721,500	8.48%	75,000	11.60%	646,500	7.98%	(75,000)	-10.40%
6	Institutional Support	374,000	4.28%	485,100	5.70%	111,100	29.71%	485,100	5.98%	0	0.00%
7	NCAA/Conference	642,292	7.36%	516,831	6.08%	(125,461)	-19.53%	434,000	5.35%	(82,831)	-16.03%
8	TV/Radio/Internet	8,559	0.10%	0	0.00%	(8,559)	-100.00%	0	0.00%	0	0.00%
9	Concessions/program/etc.	17,000	0.19%	17,000	0.20%	0	0.00%	17,000	0.21%	0	0.00%
10	Advertising/sponsorship/Royalty	498,620	5.71%	492,120	5.79%	(6,500)	-1.30%	505,750	6.24%	13,630	2.77%
11	Endowments	23,710	0.27%	30,650	0.36%	6,940	29.27%	23,140	0.29%	(7,510)	-24.50%
12	NCAA/Bowl/World Series	720	0.01%	0	0.00%	(720)	-100.00%	0	0.00%	0	0.00%
13	Other	98,973	1.13%	121,313	1.43%	22,340	22.57%	60,079	0.74%	(61,234)	-50.48%
14	Total General Revenue	7,147,560	81.86%	7,119,237	83.70%	(28,323)	-0.40%	6,802,939	83.93%	(316,298)	-4.44%
15	Revenue By Sport:										
16	Men's Programs:										
17	Football										
18	Ticket Sales	124,521	1.43%	104,659	1.23%	(19,862)	-15.95%	120,000	1.48%	15,341	14.66%
19	Game Guarantees	899,902	10.31%	725,000	8.52%	(174,902)	-19.44%	720,000	8.88%	(5,000)	-0.69%
20	Other (Tourn/Bowl/Conf)	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
21	Basketball										
22	Ticket Sales	100,082	1.15%	83,500	0.98%	(16,582)	-16.57%	83,500	1.03%	0	0.00%
23	Game Guarantees	360,000	4.12%	368,000	4.33%	8,000	2.22%	303,000	3.74%	(65,000)	-17.66%
24	Other (Tourn/Bowl/Conf)	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
25	Track & Field/Cross Country	2,710	0.03%	2,000	0.02%	(710)	-26.20%	2,000	0.02%	0	0.00%
26	Tennis	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
27	Baseball Ticket Sales	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
28	Wrestling	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
29	Golf	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
30	Volleyball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
31	Total Men's Sport Revenue	1,487,215	17.03%	1,283,159	15.09%	(204,056)	-13.72%	1,228,500	15.16%	(54,659)	-4.26%
32	Women's Programs										
33	Volleyball										
34	Ticket Sales	3,449	0.04%	3,853	0.05%	404	11.71%	3,200	0.04%	(653)	-16.95%
35	Game Guarantees	2,000	0.02%	4,000	0.05%	2,000	100.00%	0	0.00%	(4,000)	-100.00%
36	Other (Tourn/Bowl/Conf)	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
37	Basketball										
38	Ticket Sales	18,184	0.21%	19,200	0.23%	1,016	5.59%	21,000	0.26%	1,800	9.38%
39	Game Guarantees	65,000	0.74%	65,000	0.76%	0	0.00%	44,000	0.54%	(21,000)	-32.31%
40	Other (Tourn/Bowl/Conf)	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
41	Track & Field/Cross Country	2,710	0.03%	2,000	0.02%	(710)	-26.20%	2,000	0.02%	0	0.00%
42	Tennis	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
43	Gymnastics	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
44	Golf	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
45	Soccer	4,952	0.06%	8,853	0.10%	3,901	78.78%	4,000	0.05%	(4,853)	-54.82%
46	Softball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
47	Skiing	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
48	Swimming	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
49	Total Women's Sport Rev	96,295	1.10%	102,906	1.21%	6,611	6.87%	74,200	0.92%	(28,706)	-27.90%
50	Total Revenue	8,731,070	100.00%	8,505,302	100.00%	(225,768)	-2.59%	8,105,639	100.00%	(399,663)	-4.70%

Idaho State University
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	725,477	9.00%	737,749	8.70%	12,272	1.69%	653,487	7.99%	(84,262)	-11.42%
54 Fund Raising Office	171,829	2.13%	192,155	2.27%	20,326	11.83%	195,061	2.38%	2,906	1.51%
55 Academics Support	253,551	3.15%	226,532	2.67%	(27,019)	-10.66%	202,207	2.47%	(24,325)	-10.74%
56 Media Relations	187,813	2.33%	193,181	2.28%	5,368	2.86%	174,266	2.13%	(18,915)	-9.79%
57 Marketing and Promotions	235,799	2.92%	194,658	2.30%	(41,141)	-17.45%	177,611	2.17%	(17,047)	-8.76%
58 Ticket Office	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
59 Athletic Training Room	276,778	3.43%	282,787	3.34%	6,009	2.17%	282,787	3.46%	0	0.00%
60 Memberships and Dues	39,062	0.48%	35,000	0.41%	(4,062)	-10.40%	35,000	0.43%	0	0.00%
61 Facilities Mtn & Debt Service	85,000	1.05%	85,000	1.00%	0	0.00%	85,000	1.04%	0	0.00%
62 Capital Improvements	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
63 NCAA/Special Event/Bowls	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
64 Other Miscellaneous	502,292	6.23%	751,383	8.86%	249,091	49.59%	472,925	5.78%	(278,458)	-37.06%
65 Total Admin & General	2,477,601	30.73%	2,698,445	31.84%	220,844	8.91%	2,278,344	27.85%	(420,101)	-15.57%
66										
67 Men's Programs:										
68 Football	2,107,695	26.14%	2,145,946	25.32%	38,251	1.81%	2,227,311	27.22%	81,365	3.79%
69 Basketball	860,818	10.68%	882,219	10.41%	21,401	2.49%	782,822	9.57%	(99,397)	-11.27%
70 Track & Field/Cross Country	288,551	3.58%	285,191	3.36%	(3,360)	-1.16%	301,501	3.68%	16,310	5.72%
71 Tennis	97,807	1.21%	103,819	1.22%	6,012	6.15%	103,301	1.26%	(518)	-0.50%
72 Baseball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
73 Wrestling	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
74 Golf	4,817	0.06%	0	0.00%	(4,817)	-100.00%	0	0.00%	0	0.00%
75 Volleyball	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
76 Rodeo	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
77 Total Men's Programs	3,359,688	41.68%	3,417,175	40.32%	57,487	1.71%	3,414,935	41.74%	(2,240)	-0.07%
78										
79 Women's Programs										
80 Volleyball	362,629	4.50%	383,626	4.53%	20,997	5.79%	383,394	4.69%	(232)	-0.06%
81 Basketball	602,524	7.47%	616,847	7.28%	14,323	2.38%	665,407	8.13%	48,560	7.87%
82 Track & Field/Cross Country	344,213	4.27%	404,906	4.78%	60,693	17.63%	414,541	5.07%	9,635	2.38%
83 Tennis	113,820	1.41%	133,371	1.57%	19,551	17.18%	150,792	1.84%	17,421	13.06%
84 Gymnastics	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
85 Golf	110,715	1.37%	94,973	1.12%	(15,742)	-14.22%	120,027	1.47%	25,054	26.38%
86 Soccer	394,806	4.90%	403,526	4.76%	8,720	2.21%	424,564	5.19%	21,038	5.21%
87 Softball	295,577	3.67%	323,103	3.81%	27,526	9.31%	330,209	4.04%	7,106	2.20%
88 Skiing	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
89 Swimming	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
90 Rodeo/New Sport	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
91 Total Women's Programs	2,224,284	27.59%	2,360,352	27.85%	136,068	6.12%	2,488,934	30.42%	128,582	5.45%
92										
93 Total Expenditures	8,061,573	100.00%	8,475,972	100.00%	414,399	5.14%	8,182,213	100.00%	(293,759)	-3.47%

University of Idaho
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	700,856	4.51%	1,015,909	5.95%	315,053	44.95%	596,250	3.34%	(419,659)	-41.31%
4 Guarantees	804,000	5.17%	1,064,000	6.24%	260,000	32.34%	2,184,000	12.25%	1,120,000	105.26%
5 Contributions	2,354,627	15.15%	2,225,905	13.05%	(128,722)	-5.47%	2,618,714	14.68%	392,809	17.65%
6 NCAA/Conference/Tournaments	1,578,852	10.16%	1,974,252	11.57%	395,400	25.04%	1,480,073	8.30%	(494,179)	-25.03%
7 TV/Radio/Internet Rights	50,000	0.32%	50,000	0.29%	0	0.00%	50,000	0.28%	0	0.00%
8 Program/Novelty Sales, Concessionns, Parking	48,925	0.31%	35,755	0.21%	(13,170)	-26.92%	34,250	0.19%	(1,505)	-4.21%
9 Royalty, Advertisement, Sponsorship	396,999	2.55%	389,799	2.28%	(7,200)	-1.81%	912,500	5.12%	522,701	134.10%
10 Endowment/Investment Income	265,469	1.71%	231,742	1.36%	(33,727)	-12.70%	224,645	1.26%	(7,097)	-3.06%
11 Other	77,003	0.50%	215,558	1.26%	138,555	179.93%	504,500	2.83%	288,942	134.04%
12 Total Program Revenue	6,276,731	40.38%	7,202,920	42.22%	926,189	14.76%	8,604,932	48.25%	1,402,012	19.46%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	400,000	2.57%	0	0.00%	(400,000)	-100.00%		0.00%	0	0.00%
15 Student Fees	2,218,219	14.27%	2,318,896	13.59%	100,677	4.54%	2,335,025	13.09%	16,129	0.70%
16 Direct State/Govt Support	2,246,527	14.45%	2,214,700	12.98%	(31,827)	-1.42%	2,214,700	12.42%	0	0.00%
17 Gender Equity - Appropriated Funds	846,560	5.45%	1,632,885	9.57%	786,325	92.88%	846,560	4.75%	(786,325)	-48.16%
18 Direct Institutional Support	717,400	4.61%	617,506	3.62%	(99,894)	-13.92%	666,530	3.74%	(49,024)	-7.94%
19 Subtotal State/Institutional Support	3,810,487	24.51%	4,465,091	26.17%	654,604	17.18%	3,727,790	20.90%	(737,301)	-16.51%
20 Total Non-Program Revenue	6,428,706	41.35%	6,783,987	39.77%	355,281	5.53%	6,062,815	33.99%	(721,172)	-10.63%
21 Subtotal Operating Revenue	12,705,437	81.73%	13,986,907	81.99%	1,281,470	10.09%	14,667,747	82.24%	680,840	
22 Non-Cash Revenue										
23 Third Party Support	270,100	1.74%	381,000	2.23%	110,900	41.06%	387,300	2.17%	6,300	1.65%
24 Indirect Institutional Support	305,244	1.96%	342,208	2.01%	36,964	12.11%	390,817	2.19%	48,609	14.20%
25 Non-Cash Revenue	421,655	2.71%	500,000	2.93%	78,345	18.58%	539,460	3.02%	39,460	7.89%
26 Out-of-State Tuition Revenue	1,843,208	11.86%	1,850,000	10.84%	6,792	0.37%	1,850,000	10.37%	0	0.00%
27 Subtotal Non-Cash Revenue	2,840,207	18.27%	3,073,208	18.01%	233,001	8.20%	3,167,577	17.76%	94,369	3.07%
28 Total Revenue:	15,545,644	100.00%	17,060,115	100.00%	1,514,471	9.74%	17,835,324	100.00%	775,209	4.54%
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	2,850,642	18.38%	2,835,494	16.79%	(15,148)	-0.53%	3,143,108	17.63%	307,614	10.85%
33 Guarantees	138,132	0.89%	264,800	1.57%	126,668	91.70%	313,750	1.76%	48,950	18.49%
34 Coaching Salary/Benefits	2,539,352	16.37%	2,850,856	16.88%	311,504	12.27%	2,941,306	16.50%	90,450	3.17%
35 Admin Staff Salary/Benefits	1,904,159	12.28%	1,831,130	10.85%	(73,029)	-3.84%	1,891,455	10.61%	60,325	3.29%
36 Severance Payments	1,934	0.01%	0	0.00%	(1,934)	-100.00%		0.00%	0	0.00%
37 Recruiting	469,594	3.03%	396,365	2.35%	(73,229)	-15.59%	413,780	2.32%	17,415	4.39%
38 Team Travel	1,518,534	9.79%	1,752,984	10.38%	234,450	15.44%	1,941,067	10.89%	188,083	10.73%
39 Equipment, Uniforms and Supplies	373,182	2.41%	493,395	2.92%	120,213	32.21%	548,250	3.08%	54,855	11.12%
40 Game Expenses	559,545	3.61%	599,415	3.55%	39,870	7.13%	691,906	3.88%	92,491	15.43%
41 Fund Raising, Marketing, Promotion	207,435	1.34%	194,700	1.15%	(12,735)	-6.14%	222,550	1.25%	27,850	14.30%
42 Direct Facilities/Maint/Rentals	69,497	0.45%	22,000	0.13%	(47,497)	-68.34%	22,000	0.12%	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	332,460	2.14%	394,476	2.34%	62,016	18.65%	376,605	2.11%	(17,871)	-4.53%
46 Memberships & Dues	414,380	2.67%	409,100	2.42%	(5,280)	-1.27%	409,100	2.30%	0	0.00%
47 NCAA/Special Event/Bowls	381,917	2.46%	0	0.00%	(381,917)	-100.00%	0	0.00%	0	0.00%
48 Other Operating Expenses	910,891	5.87%	1,766,213	10.46%	855,322	93.90%	1,743,027	9.78%	(23,186)	-1.31%
49 Subtotal Operating Expenditures	12,671,654	81.69%	13,810,928	81.80%	1,139,274	8.99%	14,657,904	82.23%	846,976	6.13%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation	252,600	1.63%	363,500	2.15%	110,900	43.90%	369,800	2.07%	6,300	1.73%
52 3rd Party Admin Staff Compensation	17,500	0.11%	17,500	0.10%	0	0.00%	17,500	0.10%	0	0.00%
53 Indirect Facilities & Admin Support	305,244	1.97%	342,208	2.03%	36,964	12.11%	390,817	2.19%	48,609	14.20%
54 Non-Cash Expense	421,655	2.72%	500,000	2.96%	78,345	18.58%	539,460	3.03%	39,460	7.89%
55 Out-of-State Tuition Expense	1,843,208	11.88%	1,850,000	10.96%	6,792	0.37%	1,850,000	10.38%	0	0.00%
56 Subtotal Non-Cash Expenditures	2,840,207	18.31%	3,073,208	18.20%	233,001	8.20%	3,167,577	17.77%	94,369	3.07%
57 Total Expenditures:	15,511,861	100.00%	16,884,136	100.00%	1,372,275	8.85%	17,825,481	100.00%	941,345	5.58%

University of Idaho
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
58										
59 Net Income/(deficit)	33,783		175,979		142,196	420.91%	9,843		(166,136)	-94.41%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	(122,162)		53,817		175,979	-144.05%	63,660		9,843	18.29%
62										
63 Sport Camps & Clinics										
64 Revenue	137,542		246,050		108,508	78.89%	236,300	1.33%	(9,750)	-3.96%
65 Coach Compensation from Camp	38,812		62,968		24,156	62.24%	61,828	0.35%	(1,140)	-1.81%
66 Camp Expenses	107,856		183,082		75,226	69.75%	174,472	0.98%	(8,610)	-4.70%
67 Total Expenses	146,668		246,050		99,382	67.76%	236,300	1.33%	(9,750)	-3.96%
68										
69 Net Income from Camps	-9,126		0		9,126	-100.00%	0		0	0.00%

University of Idaho
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	2,218,219	17.46%	2,318,896	16.58%	100,677	4.54%	2,335,025	15.92%	16,129	0.70%
3 Contributions	2,354,627	18.53%	2,225,905	15.91%	(128,722)	-5.47%	2,618,714	17.85%	392,809	17.65%
4 State Support	2,246,527	17.68%	2,214,700	15.83%	(31,827)	-1.42%	2,214,700	15.10%	0	0.00%
5 Institutional Gender Equity	846,560	6.66%	1,632,885	11.67%	786,325	92.88%	846,560	5.77%	(786,325)	-48.16%
6 Institutional Support	717,400	5.65%	617,506	4.41%	(99,894)	-13.92%	666,530	4.54%	49,024	7.94%
7 NCAA/Conference	1,578,852	12.43%	1,974,252	14.12%	395,400	25.04%	1,480,073	10.09%	(494,179)	-25.03%
8 TV/Radio/Internet	50,000	0.39%	50,000	0.36%	0	0.00%	50,000	0.34%	0	0.00%
9 Concessions/program/etc.	48,925	0.39%	35,755	0.26%	(13,170)	-26.92%	34,250	0.23%	(1,505)	-4.21%
10 Advertising/sponsorship/Royalty	396,999	3.12%	389,799	2.79%	(7,200)	-1.81%	912,500	6.22%	522,701	134.10%
11 Endowments	265,469	2.09%	231,742	1.66%	(33,727)	-12.70%	224,645	1.53%	(7,097)	-3.06%
12 NCAA/Bowl/World Series	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
13 Other	77,003	0.61%	215,558	1.54%	138,555	179.93%	504,500	3.44%	288,942	134.04%
14 Total General Revenue	10,800,581	85.01%	11,906,998	85.13%	1,106,417	10.24%	11,887,497	81.05%	(19,501)	-0.16%
15 Revenue By Sport:										
16 Men's Programs:										
17 Football										
18 Ticket Sales	610,058	4.80%	958,307	6.85%	348,249	57.08%	531,250	3.62%	(427,057)	-44.56%
19 Game Guarantees	725,000	5.71%	950,000	6.79%	225,000	31.03%	2,075,000	14.15%	1,125,000	118.42%
20 Other (Tourn/Bowl/Conf)	400,000	3.15%		0.00%	(400,000)	-100.00%	0	0.00%	0	0.00%
21 Basketball										
22 Ticket Sales	72,357	0.57%	50,899	0.36%	(21,458)	-29.66%	50,000	0.34%	(899)	-1.77%
23 Game Guarantees	65,000	0.51%	90,000	0.64%	25,000	38.46%	77,000	0.52%	(13,000)	-14.44%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country	3,104	0.02%		0.00%	(3,104)	-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	1,875,519	14.76%	2,049,206	14.65%	173,687	9.26%	2,733,250	18.63%	684,044	33.38%
32 Women's Programs										
33 Volleyball										
34 Ticket Sales	3,869	0.03%	4,589	0.03%	720	18.61%	8,000	0.05%	3,411	74.33%
35 Game Guarantees		0.00%	4,000	0.03%	4,000	100.00%	3,000	0.02%	(1,000)	-25.00%
36 Other (Tourn/Bowl/Conf)		0.00%	0	0.00%	0	0.00%		0.00%	0	0.00%
37 Basketball										
38 Ticket Sales	8,310	0.07%	2,114	0.02%	(6,196)	-74.56%	7,000	0.05%	4,886	231.13%
39 Game Guarantees	14,000	0.11%	20,000	0.14%	6,000	42.86%	25,000	0.17%	5,000	25.00%
40 Other (Tourn/Bowl/Conf)		0.00%	0	0.00%	0	0.00%		0.00%	0	0.00%
41 Track & Field/Cross Country	3,158	0.02%	0	0.00%	(3,158)	-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%	4,000	0.03%	4,000	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	29,337	0.23%	30,703	0.22%	1,366	4.66%	47,000	0.32%	16,297	53.08%
50 Total Revenue	12,705,437	100.00%	13,986,907	100.00%	1,281,470	10.09%	14,667,747	100.00%	680,840	4.87%

University of Idaho
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
51 Expenditures by Sport										
52 Administrative and General										
53 Athletic Director Office	990,936	7.82%	1,037,665	7.51%	46,729	4.72%	958,019	6.54%	(79,646)	-7.68%
54 Fund Raising Office	309,804	2.44%	322,704	2.34%	12,900	4.16%	342,598	2.34%	19,894	6.16%
55 Academics Support	189,314	1.49%	141,340	1.02%	(47,974)	-25.34%	150,369	1.03%	9,029	6.39%
56 Media Relations	195,018	1.54%	191,918	1.39%	(3,100)	-1.59%	187,091	1.28%	(4,827)	-2.52%
57 Marketing and Promotions	160,798	1.27%	133,042	0.96%	(27,756)	-17.26%	185,036	1.26%	51,994	39.08%
58 Ticket Office	75,780	0.60%	206,032	1.49%	130,252	171.88%	268,885	1.83%	62,853	30.51%
59 Athletic Training Room	568,597	4.49%	273,150	1.98%	(295,447)	-51.96%	250,000	1.71%	(23,150)	-8.48%
60 Memberships and Dues	406,768	3.21%	409,100	2.96%	2,332	0.57%	409,100	2.79%	0	0.00%
61 Facilities Mtn & Debt Service	63,922	0.50%	65,000	0.47%	1,078	1.69%	0	0.00%	(65,000)	-100.00%
62 Capital Improvements	13,203	0.10%	7,000	0.05%	(6,203)	-46.98%	14,000	0.10%	7,000	100.00%
63 NCAA/Special Event/Bowls	381,917	3.01%	0	0.00%	(381,917)	-100.00%	0	0.00%	0	0.00%
64 Other Miscellaneous	627,543	4.95%	994,472	7.20%	366,929	58.47%	1,203,057	8.21%	208,585	20.97%
65 Total Admin & General	3,983,600	31.44%	3,781,423	27.38%	(202,177)	-5.08%	3,968,155	27.07%	186,732	4.94%
66										
67 Men's Programs:										
68 Football	3,555,514	28.06%	4,634,987	33.56%	1,079,473	30.36%	4,798,927	32.74%	163,940	3.54%
69 Basketball	1,184,482	9.35%	1,306,394	9.46%	121,912	10.29%	1,391,033	9.49%	84,639	6.48%
70 Track & Field/Cross Country	415,926	3.28%	386,963	2.80%	(28,963)	-6.96%	408,936	2.79%	21,973	5.68%
71 Tennis	166,566	1.31%	171,401	1.24%	4,835	2.90%	179,709	1.23%	8,308	4.85%
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	179,069	1.41%	187,712	1.36%	8,643	4.83%	190,693	1.30%	2,981	1.59%
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	5,501,557	43.42%	6,687,457	48.42%	1,185,900	21.56%	6,969,298	47.55%	281,841	4.21%
78										
79 Women's Programs										
80 Volleyball	574,067	4.53%	618,180	4.48%	44,113	7.68%	658,170	4.49%	39,990	6.47%
81 Basketball	819,638	6.47%	926,809	6.71%	107,171	13.08%	1,007,840	6.88%	81,031	8.74%
82 Track & Field/Cross Country	492,382	3.89%	429,600	3.11%	(62,782)	-12.75%	497,426	3.39%	67,826	15.79%
83 Tennis	170,545	1.35%	215,625	1.56%	45,080	26.43%	248,379	1.69%	32,754	15.19%
84 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
85 Golf	209,922	1.66%	221,181	1.60%	11,259	5.36%	224,409	1.53%	3,228	1.46%
86 Soccer	411,111	3.24%	499,136	3.61%	88,025	21.41%	557,180	3.80%	58,044	11.63%
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	508,832	4.02%	431,517	3.12%	(77,315)	-15.19%	527,047	3.60%	95,530	22.14%
90 Rodeo/New Sport		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
91 Total Women's Programs	3,186,497	25.15%	3,342,048	24.20%	155,551	4.88%	3,720,451	25.38%	475,362	14.22%
92										
93 Total Expenditures	12,671,654	100.00%	13,810,928	100.00%	1,139,274	8.99%	14,657,904	100.00%	846,976	6.13%

**Lewis Clark College
Intercollegiate Athletics Report
FY10 Actuals, Revised Estimates for FY11, and FY12 Operating Budgets**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
1 Revenue:										
2 Program Revenue:										
3 Ticket Sales	37,188	1.06%	35,533	1.13%	(1,655)	-4.45%	35,000	0.97%	(533)	-1.50%
4 Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
5 Contributions	515,511	14.68%	522,371	16.58%	6,860	1.33%	476,600	13.20%	(45,771)	-8.76%
6 NCAA/Conference/Tournaments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
7 TV/Radio/Internet Rights	8,800	0.25%	3,375	0.11%	(5,425)	-61.65%	5,000	0.14%	1,625	48.15%
8 Program/Novelty Sales, Concessionns, Parking		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
9 Royalty, Advertisement, Sponsorship		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
10 Endowment/Investment Income		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
11 Other		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
12 Total Program Revenue	561,499	15.99%	561,279	17.81%	(220)	-0.04%	516,600	14.31%	(44,679)	-7.96%
13 Non-Program Revenue:										
14 NCAA/Bowl/World Series	463,657	13.20%	275,222	8.73%	(188,436)	-40.64%	460,000	12.74%	184,778	67.14%
15 Student Fees	319,920	9.11%	330,000	10.47%	10,080	3.15%	350,000	9.70%	20,000	6.06%
16 Direct State/Govt Support	817,036	23.27%	661,043	20.98%	(155,993)	-19.09%	810,000	22.44%	148,957	22.53%
17 Gender Equity - Appropriated Funds		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
18 Direct Institutional Support	126,500	3.60%	126,500	4.01%	0	0.00%	126,500	3.50%	0	0.00%
19 Subtotal State/Institutional Support	943,536	26.87%	787,543	24.99%	(155,993)	-16.53%	936,500	25.94%	148,957	18.91%
20 Total Non-Program Revenue	1,727,113	49.19%	1,392,765	44.20%	(334,349)	-19.36%	1,746,500	48.38%	353,735	25.40%
21 Subtotal Operating Revenue	2,288,612	65.18%	1,954,044	62.01%	(334,568)	-14.62%	2,263,100	62.69%	309,056	15.82%
22 Non-Cash Revenue										
23 Third Party Support	36,989	1.05%	29,389	0.93%	(7,600)	-20.55%	31,000	0.86%	1,611	5.48%
24 Indirect Institutional Support	184,703	5.26%	138,077	4.38%	(46,626)	-25.24%	162,500	4.50%	24,423	17.69%
25 Non-Cash Revenue		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
26 Out-of-State Tuition Revenue	1,001,002	28.51%	1,029,728	32.68%	28,726	2.87%	1,153,400	31.95%	123,672	12.01%
27 Subtotal Non-Cash Revenue	1,222,694	34.82%	1,197,193	37.99%	(25,501)	-2.09%	1,346,900	37.31%	149,707	12.50%
28 Total Revenue:	3,511,306	100.00%	3,151,237	100.00%	(360,069)	-10.25%	3,610,000	100.00%	458,763	14.56%
29										
30 Expenditures										
31 Operating Expenditures:										
32 Athletics Student Aid	455,825	12.88%	477,220	15.57%	21,395	4.69%	474,650	13.17%	(2,570)	-0.54%
33 Guarantees	56,567	1.60%	35,889	1.17%	(20,678)	-36.55%	44,500	1.23%	8,611	23.99%
34 Coaching Salary/Benefits	495,978	14.01%	343,795	11.22%	(152,183)	-30.68%	512,550	14.22%	168,755	49.09%
35 Admin Staff Salary/Benefits	212,584	6.00%	199,081	6.49%	(13,503)	-6.35%	200,900	5.57%	1,819	0.91%
36 Severance Payments		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Recruiting	33,810	0.96%	32,645	1.06%	(1,165)	-3.45%	20,900	0.58%	(11,745)	-35.98%
38 Team Travel	232,572	6.57%	259,707	8.47%	27,135	11.67%	252,000	6.99%	(7,707)	-2.97%
39 Equipment, Uniforms and Supplies	139,711	3.95%	162,907	5.31%	23,196	16.60%	121,600	3.37%	(41,307)	-25.36%
40 Game Expenses	83,699	2.36%	52,465	1.71%	(31,234)	-37.32%	72,850	2.02%	20,385	38.85%
41 Fund Raising, Marketing, Promotion		0.00%	2,973	0.10%	2,973	100.00%	1,450	0.04%	(1,523)	-51.23%
42 Direct Facilities/Maint/Rentals		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
43 Debt Service on Facilities		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44 Spirit Groups		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
45 Medical Expenses & Insurance	16,800	0.47%	17,930	0.58%	1,130	6.73%	17,000	0.47%	(930)	-5.19%
46 Memberships & Dues		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
47 NCAA/Special Event/Bowls	495,660	14.00%	229,613	7.49%	(266,047)	-53.68%	455,000	12.62%	225,387	98.16%
48 Other Operating Expenses	94,268	2.66%	54,033	1.76%	(40,235)	-42.68%	84,700	2.35%	30,667	56.76%
49 Subtotal Operating Expenditures	2,317,474	65.46%	1,868,259	60.95%	(449,215)	-19.38%	2,258,100	62.64%	389,841	20.87%
50 Non-Cash Expenditures										
51 3rd Party Coaches Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
52 3rd Party Admin Staff Compensation		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
53 Indirect Facilities & Admin Support	184,703	5.22%	138,077	4.50%	(46,626)	-25.24%	162,500	4.51%	24,423	17.69%
54 Non-Cash Expense	36,989	1.04%	29,389	0.96%	(7,600)	-20.55%	31,000	0.86%	1,611	5.48%
55 Out-of-State Tuition Expense	1,001,002	28.28%	1,029,728	33.59%	28,726	2.87%	1,153,400	31.99%	123,672	12.01%
56 Subtotal Non-Cash Expenditures	1,222,694	34.54%	1,197,193	39.05%	(25,501)	-2.09%	1,346,900	37.36%	149,707	12.50%
57 Total Expenditures:	3,540,168	100.00%	3,065,452	100.00%	(474,716)	-13.41%	3,605,000	100.00%	539,548	17.60%

**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)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
58										
59 Net Income/(deficit)	(28,862)		85,785		114,647	-397.23%	5,000		(80,785)	-94.17%
60										
61 Ending Fund Balance 6/30 (PY Fund Balance plus Line 59)	114,768		200,554		85,785	74.75%	205,554		5,000	2.49%
62										
63 Sport Camps & Clinics										
64 Revenue	55,901		57,507		1,606	2.87%	60,000	1.66%	2,493	4.34%
65 Coach Compensation from Camp	18,675		17,905		(770)	-4.12%	20,000	0.55%	2,095	11.70%
66 Camp Expenses	33,252		15,779		(17,473)	-52.55%	35,000	0.97%	19,221	121.82%
67 Total Expenses	51,927		33,684		(18,243)	-35.13%	55,000	1.53%	21,316	63.28%
68										
69 Net Income from Camps	3,974		23,823		19,849	499.44%	5,000		(18,823)	-79.01%

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	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
					(3-1)	(5/1)			(7-3)	(9/3)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
Revenue by Program:										
1 General Revenue:										
2 Student Fees	319,920	13.98%	330,000	16.89%	10,080	3.15%	350,000	15.47%	20,000	6.06%
3 Contributions	79,845	3.49%	110,319	5.65%	30,474	38.17%	215,000	9.50%	104,681	94.89%
4 State Support	817,036	35.70%	661,043	33.83%	(155,993)	-19.09%	810,000	35.79%	148,957	22.53%
5 Institutional Gender Equity	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
6 Institutional Support	126,500	5.53%	126,500	6.47%	0	0.00%	126,500	5.59%	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	8,800	0.38%	3,375	0.17%	(5,425)	-61.65%	5,000	0.22%	1,625	48.15%
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	463,657	20.26%	275,222	14.08%	(188,436)	-40.64%	460,000	20.33%	184,778	67.14%
13 Other	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
14 Total General Revenue	1,815,758	79.34%	1,506,459	77.09%	(309,300)	-17.03%	1,966,500	86.89%	460,041	30.54%
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	8,181	0.36%	7,817	0.40%	(364)	-4.45%	7,700	0.34%	(117)	-1.50%
23 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
24 Contributions (Fundraising)	60,508	2.64%	63,137	3.23%	2,629	4.34%	40,000	1.77%	(23,137)	-36.65%
24 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
25 Track & Field/Cross Country (Contributions & Fundraising)	28,118	1.23%	24,175	1.24%	(3,943)	-14.02%	16,000	0.71%	(8,175)	-33.81%
26 Tennis (Contributions & Fundraising)	28,315	1.24%	19,645	1.01%	(8,670)	-30.62%	9,000	0.40%	(10,645)	-54.19%
27 Baseball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
28 Ticket Sales	18,594	0.81%	17,767	0.91%	(827)	-4.45%	17,500	0.77%	(267)	-1.50%
29 Contributions (Fundraising)	69,558	3.04%	55,856	2.86%	(13,702)	-19.70%	67,000	2.96%	11,144	19.95%
29 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
30 Golf (Contributions & Fundraising)	12,594	0.55%	17,230	0.88%	4,636	36.81%	10,000	0.44%	(7,230)	-41.96%
31 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
32 Total Men's Sport Revenue	225,868	9.87%	205,626	10.52%	(20,242)	-8.96%	167,200	7.39%	(38,426)	-18.69%
33 Women's Programs										
34 Volleyball		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
35 Ticket Sales	2,231	0.10%	2,132	0.11%	(99)	-4.44%	2,100	0.09%	(32)	-1.50%
36 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
37 Contributions (Fundraising)	35,556	1.55%	31,379	1.61%	(4,177)	-11.75%	40,100	1.77%	8,721	27.79%
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	8,181	0.36%	7,817	0.40%	(364)	-4.45%	7,700	0.34%	(117)	-1.50%
41 Game Guarantees		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
42 Contributions (Fundraising)	77,301	3.38%	79,164	4.05%	1,863	2.41%	32,000	1.41%	(47,164)	-59.58%
43 Other (Tourn/Bowl/Conf)		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
44 Track & Field/Cross Country (Contributions & Fundraising)	58,318	2.55%	58,238	2.98%	(80)	-0.14%	28,500	1.26%	(29,738)	-51.06%
45 Tennis (Contributions & Fundraising)	37,473	1.64%	29,154	1.49%	(8,319)	-22.20%	9,000	0.40%	(20,154)	-69.13%
46 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
47 Golf (Contributions & Fundraising)	27,926	1.22%	34,074	1.74%	6,148	22.02%	10,000	0.44%	(24,074)	-70.65%
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	246,986	10.79%	241,959	12.38%	(5,027)	-2.04%	129,400	5.72%	(112,559)	-46.52%
53 Total Revenue	2,288,612	100.00%	1,954,044	100.00%	(334,568)	-14.62%	2,263,100	100.00%	309,056	15.82%

**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)
	FY10 Act	%	FY11 Est as of 5/10	%	Variance 11 Est/10 Act	Variance %	FY12 Orig Oper Bdgt	%	Variance 12 Bud/11 Est	Variance %
54 Expenditures by Sport										
55 Administrative and General										
56 Athletic Director Office	318,686	13.75%	271,091	14.51%	(47,595)	-14.93%	309,406	13.70%	38,315	14.13%
57 Fund Raising Office	595	0.03%		0.00%	(595)	-100.00%		0.00%	0	0.00%
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	46,440	2.00%	26,186	1.40%	(20,254)	-43.61%	47,850	2.12%	21,664	82.73%
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	495,660	21.39%	229,613	12.29%	(266,047)	-53.68%	455,000	20.15%	225,387	98.16%
67 Other Miscellaneous		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
68 Total Admin & General	861,381	37.17%	526,890	28.20%	(334,491)	-38.83%	812,256	35.97%	285,366	54.16%
69										
70 Men's Programs:										
71 Football		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
72 Basketball	227,163	9.80%	245,433	13.14%	18,270	8.04%	228,918	10.14%	(16,515)	-6.73%
73 Track & Field/Cross Country	59,148	2.55%	57,844	3.10%	(1,304)	-2.20%	50,030	2.22%	(7,814)	-13.51%
74 Tennis	40,353	1.74%	40,344	2.16%	(9)	-0.02%	42,632	1.89%	2,288	5.67%
75 Baseball	459,335	19.82%	350,868	18.78%	(108,467)	-23.61%	454,407	20.12%	103,539	29.51%
76 Wrestling		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
77 Golf	47,042	2.03%	45,185	2.42%	(1,857)	-3.95%	45,556	2.02%	371	0.82%
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	833,041	35.95%	739,675	39.59%	(93,366)	-11.21%	821,543	36.38%	81,868	11.07%
81										
82 Women's Programs										
83 Volleyball	209,998	9.06%	216,305	11.58%	6,307	3.00%	208,557	9.24%	(7,748)	-3.58%
84 Basketball	234,090	10.10%	215,338	11.53%	(18,752)	-8.01%	223,439	9.90%	8,101	3.76%
85 Track & Field/Cross Country	92,151	3.98%	77,237	4.13%	(14,914)	-16.18%	89,091	3.95%	11,854	15.35%
86 Tennis	49,462	2.13%	47,379	2.54%	(2,083)	-4.21%	44,732	1.98%	(2,647)	-5.59%
87 Gymnastics		0.00%		0.00%	0	0.00%		0.00%	0	0.00%
88 Golf	37,351	1.61%	45,434	2.43%	8,083	21.64%	58,482	2.59%	13,048	28.72%
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	623,052	26.88%	601,693	32.21%	(21,359)	-3.43%	624,301	27.65%	22,608	3.76%
95										
96 Total Expenditures	2,317,474	100.00%	1,868,259	100.00%	(449,215)	-19.38%	2,258,100	100.00%	389,841	20.87%

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

SUBJECT

Board Policy, Sections F and K – first reading

REFERENCE

April 2011

First Reading; returned to committee for more work and to be brought back to the Board for another first reading

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Policy, Section V.F. and V.K.

BACKGROUND/ DISCUSSION

The current policy on Board approval of capital projects is not consistent with the Board's preferred practice in terms of project approval milestones. At the Board's June 2009 meeting the Board has asked that the capital project approval process be broken down into the following major steps:

1. Planning & Design
2. Financial Review
3. Project Approval
4. Financing Approval

While institutions generally follow the Board's preferred approval process, the process has never been formally documented nor adopted.

IMPACT

The revised policies will provide clarity in terms of the Board's expectations and preferred process for submitting requests for major capital project approval.

ATTACHMENTS

Attachment 1 – Proposed Revised Policy, Section V.F..

Page 3

Attachment 2 – Proposed Revised Policy, Section V.K..

Page 5

STAFF COMMENTS AND RECOMMENDATIONS

The revisions to Board policy, V.K. Construction Projects, are as follows:

1. The current Paragraph 2 is deleted in lieu of the project authorization limits matrix. The matrix is moved up to Paragraph 1 of the policy. In the matrix, one typographical error is fixed and an additional line for an approval scenario is added.
2. New Paragraph 2 provides that annual Board approval of six year capital plans shall constitute notice to the Board that an institution may subsequently seek Board approval for planning and design for one or more projects in their plan.
3. New Paragraph 3 defines "Major Project" as a capital project for which the total cost is estimated to exceed seven hundred fifty thousand dollars (\$750,000), without regard to source of funding.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

4. New Paragraphs 4 – 7 set forth the steps for capital project approval from planning and design through construction and financing.

The revised policies will help facilitate the Board's oversight duties. Institutions and agencies will benefit from clear and consistent policies and procedures on capital project approval.

Staff recommends approval.

BOARD ACTION

I move to approve the first reading of the amendment to Board Policy V.F. Bonds and Other Indebtedness and V.K. Construction Projects, as submitted.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

F. Bonds and Other Indebtedness

1. General Powers

The University of Idaho, Idaho State University, Lewis-Clark State College, and Boise State University may, by a majority vote of all the members of the Board, borrow money with or without the issuance of bonds pursuant to Chapter 38, Title 33, Idaho Code. The Board must act by formal resolution. Such indebtedness is not an obligation of the state of Idaho but is an obligation solely of the respective institutions and the respective board of trustees. Any indebtedness is to be used to acquire a project, facility, or other asset that may be required by or be convenient for the purposes of the institution. For indebtedness of a major capital project, an institution shall first obtain approval in accordance with Board policy V.K. (for purposes of this subsection, a major capital project is one in which the project cost exceeds \$750,000). Student fees, rentals, charges for the use of the projected facility, or other revenue may be pledged or otherwise encumbered to pay the indebtedness. Refunding bonds also may be issued.

Eastern Idaho Technical College is not authorized to borrow money under Chapter 38, Title 33, Idaho Code.

2. Attorney General's Opinion

The Board or the institution may request the Attorney General of Idaho to review and pass upon the validity of a proposed bond issue. If found valid, the bond is an incontestable, binding obligation on the institution.

3. Private Sale

A private sale of bonds is permitted only with the prior approval of the Board as the governing body of the institution. The chief executive officer of the institution must justify why a public sale is not desirable and explain the benefits of a private sale of bonds.

4. Responsibility of the Chief Executive Officer

The chief executive officer of the institution is responsible for compliance with state law and these provisions when any indebtedness is incurred.

5. Expenditure of Excess Revenue

Expenditure of project revenues over and above that pledged or otherwise encumbered to meet the indebtedness is limited to expenditures for projects identified in the bond's Official Statement. Expenditure of excess revenue for other

GOVERNING POLICIES AND PROCEDURES

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Subsection: F. Bonds and Other Indebtedness

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projects requires prior Board approval. Expenditures between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval from the executive director and expenditures greater than five hundred thousand dollars (\$500,000) require prior Board approval.

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

ATTACHMENT 2

SECTION: V. FINANCIAL AFFAIRS

Subsection: K. Construction Projects

April 2010 August 2011

1. Authorization Limits

Without regard to the source of funding, before any institution or agency under the governance of the Board begins to make capital improvements, either in the form of alteration and repair to existing facilities or construction of new facilities, it must be authorized based on the limits listed below. Projects requiring executive director or Board approval must include a separate budget line for architects, engineers, or construction managers and engineering services for the project cost.

<u>Project Originally Authorized By</u>	<u>Original Project Cost</u>	<u>Cumulative Value of Change(s)</u>	<u>Aggregate Revised Project Cost</u>	<u>Change Authorized By</u>
<u>Local Agency</u>	<u>< \$350,000</u>	<u>Any</u>	<u>< \$350,000</u>	<u>Local Agency</u>
<u>Local Agency</u>	<u>< \$350,000</u>	<u>Any</u>	<u>\$350,000-\$750,000</u>	<u>Executive Director</u>
<u>Local Agency</u>	<u><\$350,000</u>	<u>Any</u>	<u>> \$750,000</u>	<u>SBOE</u>
<u>Executive Director</u>	<u>\$350,000-\$750,000</u>	<u>≤ \$350,000</u>	<u>≤ \$750,000</u>	<u>Local Agency</u>
<u>Executive Director</u>	<u>\$350,000-\$750,000</u>	<u>>\$350,000</u>	<u><\$750,000</u>	<u>Executive Director</u>
<u>Executive Director</u>	<u>\$350,000-\$750,000</u>	<u>Any</u>	<u>>\$750,000</u>	<u>SBOE</u>
<u>SBOE</u>	<u>> \$750,000</u>	<u><\$350,000</u>	<u>Any</u>	<u>Local Agency</u>
<u>SBOE</u>	<u>> \$750,000</u>	<u>\$350,000-\$750,000</u>	<u>Any</u>	<u>Executive Director</u>
<u>SBOE</u>	<u>> \$750,000</u>	<u>>\$750,000</u>	<u>Any</u>	<u>SBOE</u>

12. Major Project Approvals – Proposed PlansCapital Construction 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', schools or agencies' six-year capital plan must receive Board approval.

a. Before any institution or agency under the governance of the Board solicits or accepts a gift or grant in support of a specific major project, such project must first be included on the institution's or agency's six-year capital construction plan (hereinafter "Plan"). If such a project would not ordinarily be included on a Plan or notice of the gift or grant cannot otherwise be provided to the Board at its next regularly scheduled meeting due to time limitations, the institution or agency shall notify the Board in writing prior to solicitation or acceptance of the gift or grant and shall include a summary of the purpose, fiscal impact, terms and conditions, and a

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justification as to why an amended Plan or notice could not be provided at the Board's next regularly scheduled meeting.

b. Institutions and agencies under the governance of the Board shall bring its Plan to the Board for review and approval at its regularly scheduled August meeting. The Plan shall span six fiscal years going forward starting at the fiscal year next. The Plan shall only include capital projects for which the cost is estimated to exceed seven hundred fifty thousand dollars (\$750,000) without regard to the source of funding. Board approval of a Plan shall constitute notice to the Board that an institution or agency may bring a request at a later date for approval for planning and design for one or more of the projects in their approved plan.

c. If an institution or agency under the governance of the Board desires to begin the major project approval process, as set forth below, of a project not listed on its approved Plan, it shall first bring an amended plan to the Board for approval.

3. Major Project – Defined

"Major Project" is a capital project for which the total cost is estimated to exceed seven hundred fifty thousand dollars (\$750,000), without regard to source of funding.

4. Major Project Approvals - Planning and Design

Board approval is required before any institution or agency begins planning and design on a major project carried out under the traditional "design-bid-build" method. For design-bid-build projects, planning and design encompasses the preparation of architectural and engineering documents and associated budget and schedule information through the completion of the construction documents for bidding.

5. Major Project Approvals – Project Budget and Financing Plan

Board approval of a preliminary project budget and financing plan (including financial pro forma, debt/operating expenses ratio, pledges, strategic facilities fees, and other material financial information) is required for a project that has previously received approval for its planning and design. This level of approval may be requested concurrently with approval for construction.

6. Major Project Approvals – Final Approval – Construction

Board approval is required to proceed with the construction of a project that has received approval for its preliminary project budget and financing plan.

7. Major Project Approvals – Final Approval – Financing and Incurrence of Debt

Board approval for financing capital projects via the issuance of bonds, or incurrence of any other indebtedness, is required pursuant to Board policy V.F. for a project that

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has previously received approval for construction. All other projects financed entirely without indebtedness do not need separate approval for financing. The Board will not consider concurrent requests for approval for construction and financing for the same project. Therefore, institutions seeking approval for project financing must bring a request for said approval to a Board meeting subsequent to the meeting at which project construction is approved.

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 three hundred fifty thousand dollars (\$350,000) and seven hundred fifty thousand dollars (\$750,000), 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 seven hundred fifty thousand dollars (\$750,000), 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.~~

38. Fiscal Revisions to Previously Approved Projects

If ~~the a~~ project budget increases above the approved amount, then the institution, school, or agency ~~may shall~~ be required to seek further authorization based on the limits established in Section 1., as follows:

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Project Originally Authorized By	Original Project Cost	Cumulative Value of Change(s)	Aggregate Revised Project Cost	Change Authorized By
Local Agency	< \$350,000	Any	< \$350,000	Local Agency
Local Agency	< \$350,000	Any	\$350,000-\$750,000	Executive Director
Local Agency	< \$350,000	Any	> \$750,000	SBOE
Executive Director	\$350,000-\$750,000	< \$250,000	< \$500,000	Local Agency
Executive Director	\$350,000-\$750,000	Any	> \$750,000	SBOE
SBOE	> \$750,000	< \$350,000	Any	Local Agency
SBOE	> \$750,000	\$350,000-\$750,000	Any	Executive Director
SBOE	> \$750,000	> \$750,000	Any	SBOE

~~All modifications approved by the Executive Director shall be reported quarterly to the Board.~~

49. 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.

510. Statute and Code Compliance

- 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.
- 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 23, 2011

BOISE STATE UNIVERSITY

SUBJECT

Planning and design for Math/Geo Building renovation

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.1.

BACKGROUND/DISCUSSION

Due to continued growth in enrollment, academic programs and research, the University continues to have a critical need for additional space. Multiple departments have relocated from the Math/Geo building into other recently completed facilities. Consequently, approximately one-half of the Math/Geo building is available to be repurposed. The University would like to begin the formal planning and design process to renovate and repurpose this facility.

Originally built in 1954, the Math/Geo building, a two level, 58,592 gross square feet facility, is prominently located on campus adjacent to the central quadrangle. This facility, by nature of its central location, has the potential to support key academic programs. However, the facility is in need of renovation not only for repurposing for other uses, but according to a recently completed VFA facilities assessment study, the facility is in need of some major systems renewal and energy efficiency upgrades.

The University will procure professional services to build upon internal planning efforts and finalize the space and programming needs of campus departments which may be relocated to the Math/Geo building. The design services will also detail a project budget and schedule.

IMPACT

Based on University staff analysis, renovation costs are estimated between \$4 and \$6.2 million. Design services will support greater detail in the design and more certainty in the overall project cost. The design work for this project will be procured through the standard process using the State of Idaho Division of Public Works at a cost not to exceed \$500,000. The University will return to the Board for approval to construct the renovations including a complete design and detailed project budget.

STAFF COMMENTS AND RECOMMENDATIONS

Boise State brings this agenda item to put the Board on notice, pursuant to policy V.K.1., of its intent to begin formal planning for a building renovation with a total project cost estimated to well exceed \$500,000. Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

BOARD ACTION

I move to approve the request by Boise State University to begin the formal planning and design portion of the Math/Geo Building Renovation for a total cost not to exceed \$500,000.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

BOISE STATE UNIVERSITY

SUBJECT

Charter air service contract for 2011 football season

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.3.
Boise State University (BSU) Purchasing Policy #6130

BACKGROUND/DISCUSSION

BSU has historically bid football air charters annually. Generally, the major conferences published their schedules in late March. At that time there was a national rush to establish vendors, confirm aircraft availability, negotiate contracts and provide deposits, making it difficult to secure favorable pricing and terms. Furthermore, these charter agreements typically required executive director approval on very tight timelines.

Several years ago the University used a multi-year Request for Proposal (RFP) bid for air charter services. The resulting contract with Frontier Airlines increased the likelihood of finding available aircraft, streamlined the booking process, and improved the level of service the team received. As a result, at the end of the contract term, the University issued a RFP for a new multi-year contract.

A public, open RFP was issued in March 2011 but no bids were received. Thereafter the University initiated discussions with several carriers and has now negotiated a one-year contract with Frontier Airlines to provide charter service for the 2011 football season.

IMPACT

A six flight schedule for the 2010 season cost the University \$400,781. Frontier's pricing for service to the University's six scheduled games in 2011 is \$512,596. The increase in price is attributed to destination changes (because of the team's conference change) and an increase in fuel costs.

ATTACHMENTS

Attachment 1 – Aircraft Charter Agreement

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

BSU's purchasing policy, as approved by the Board in June 2010, provides that: "In lieu of competitive bidding, and when not covered by a State open contract, negotiations may be conducted whenever any of the following conditions are applicable and authorized by the University Purchasing Director: ... No responsive or responsible bids are received at acceptable levels of price, service or terms" In this case, BSU did issue a RFP, but no bids were received.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

Thus, the University's purchasing policy permitted direct negotiations with air carriers.

The contract price is a base amount. Exhibit A to the contract includes a fuel cost escalator clause for each \$0.01 per gallon of fuel cost increases from the base fuel price of \$3.00.

Staff recommends approval.

BOARD ACTION

I move to approve Boise State University's request to approve the contract submitted to the Board as Attachment 1, and to authorize the Vice President for Finance and Administration to execute the contract on behalf of the Board.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AIRCRAFT CHARTER AGREEMENT
Single Entity Charter

Charterer: **Boise State University** (the "Charterer")

Charterer: **Boise State University**
 Address: **1910 University Drive**
Boise, ID 83725
 Phone: **(208) 426-1802**

Logistics Contact: **Michael Sumpter**
 Address: **Same**
 Phone: **(208) 869-5892**

24-Hour Name: **Christina Van Tol**
 24-Hour Phone: **(208) 608-6554**

This Single Entity Aircraft Charter Agreement (this "Agreement") is made and entered into between Frontier Airlines, Inc., ("Frontier"), a Colorado corporation, and Charterer. Frontier and Charterer are each a "Party" and may be referred to collectively in this Agreement as the "Parties".

Recitals

1. Frontier is an air carrier holding a valid Federal Aviation Regulations ("FAR") Part 121 Air Carrier Operating Certificate, with authority issued by the Department of Transportation (the "DOT") and the Federal Aviation Administration (the "FAA") to provide domestic and foreign air transportation of persons, property and mail. Frontier operates the Airbus 319 aircraft with 137 single class seats, and the Airbus 320 with 161 single class seats available for a charter flight (the "Aircraft").

2. Charterer wishes to contract with Frontier to operate the Aircraft in connection with the single entity charter flights as described below (individually a "Charter Flight" and collectively the "Charter Flights"), and Frontier is willing to accept this contractual engagement, all in accordance with, and subject to, the terms and conditions described below.

3. Charterer will compensate Frontier for its operation of the Charter Flights under the terms and conditions of this Agreement.


Agreement

NOW, THEREFORE, the parties, each intending to be legally bound, agree as follows:

1. **Agreement to Perform Charter Services.** Beginning on May 18, 2011 and through the date of the last Charter Flight (the "Term"), unless otherwise terminated under this Agreement, Frontier will provide Charterer with the Charter Flights. This Agreement may be terminated by either Party, with or without cause, at any time upon not less than ninety (90) days' written notice. Except for obligations accruing prior to the effective date of termination, such termination will be with no liability whatsoever to either Party except as expressly provided herein.

2. **Charter Services.** Frontier hereby agrees that during the Term it will provide or perform the following air services and related services for and on behalf of Charterer (collectively, the "Charter Services"):

1

Initial: 

- a. Frontier will employ and provide pilots and flight attendant crew members to operate the Aircraft on all Charter Flights with each crewmember to be duly trained and qualified to perform their specified function on the Aircraft in accordance with applicable law.
- b. Frontier will arrange for all operating services including, fuel, oil, maintenance, ground service for passenger and aircraft handling, deicing, and aircraft parking. Frontier will make arrangements for (and obtain) all traffic rights, computerized flight planning services, weather services and briefings, and dispatch and flight following services as may be required for any of the Charter Flights.
- c. Frontier will provide catering for the Charter Flights as described in Exhibit A. The cost for this catering is included in the Charter Flight Cost described in Section 3.b.
- d. Charterer is responsible for all other costs, including costs for ground transportation at the place of departure and destination, costs of visa, applicable passenger surcharges, customs duties and other taxes, user fees, and the following costs:
 - (i) airport service charges for passengers such as head taxes and embarkation charges payable in connection with the passengers or baggage transported hereunder;
 - (ii) Customs, INS, and APHIS fees;
 - (iii) duties and other government taxes and fees payable in connection with the passengers or baggage transported hereunder, including the U.S. International Departure Tax, as applicable; and
 - (iv) all other government inspection fees and charges, transportation taxes, and security charges payable in connection with the passengers or baggage transported hereunder.
- e. Frontier will have the sole and exclusive responsibility for (i) the safe and proper use and operation of the Aircraft in accordance with this Agreement and applicable law, including Part 121 of the FARs and other applicable regulations of the DOT, and (ii) for properly insuring the Aircraft and its respective operations in accordance with this Agreement and for complying with the terms of this Agreement and the insurance policies. Any other allocation of responsibility in this Agreement relates solely to the responsibility to pay for the expense of performing the particular function and does not lessen Frontier's responsibility for the operation and safety of the Aircraft. Notwithstanding any provision to the contrary, the parties agree and understand that Frontier shall have full control and authority for the operation and maintenance of the Aircraft.

3. Flight Schedule and Payment Schedule

- a. Flight Schedule. During the Term, Frontier will perform the flight operations described in the Flight Schedule attached to this Agreement as Exhibit A (the "Flight Schedule"). Frontier will be responsible for notifying airport officials if the Flight Schedule is adjusted. Frontier will have final authority for approving any adjustments to the Flight Schedule.
- b. The cost for the Charter Flights is **\$512,596 (ATL- \$123,569; TOL- \$107,123; FAT- \$72,570; FNL-\$62,100; LAS-\$69,429; SAN-\$77,805)** (the "Charter Flight Cost"), based on a fuel price of **\$3.00** per gallon. Frontier will adjust the Charter Flight Cost according to the Fuel Escalation Charge described in Exhibit A. Charterer agrees to pay the entire Charter Flight Cost and represents that none of the passengers are paying, or will pay, directly or indirectly, any part of the Charter Flight Cost. The Charterer agrees to pay all applicable user fees, government taxes, passenger surcharges, or any applicable taxes to fuel escalations not already included in the Charter Flight Cost. If Charterer's actions

or failure to act result in, or Charterer requests, any deviations from the Flight Schedule, Frontier may adjust the Charter Flight Cost for any additional costs associated with the deviation. If there are costs or fees Charterer owes to Frontier in addition to the Charter Flight Cost, Frontier will submit to Charterer these additional fees for payment not later than forty-five (45) days after completion of the Charter Flights and Charterer will pay these invoices within thirty (30) days of the invoice date.

c. Escrow: Upon signing this Agreement or ninety (90) days prior to the first flight segment of the Charter Flights, whichever is later, Charterer will deposit 20% of the Charter Flight Cost into Frontier's escrow account described below. At least seven (7) business days prior to the first flight segment of the Charter Flights, Charterer will deposit into Frontier's escrow account the remaining amount of the Charter Flight Cost. The escrowed funds will be held in the escrow account until at least five (5) business days following the completion of a particular Charter Flight or segment of the Charter Flight(s), at which time the portion of funds applicable to the particular Charter Flight or segment of the Charter Flight(s) will be released to Frontier. This release of the escrow funds to Frontier will occur without further notification to, or approval by, the Charterer. If the Charterer wants to dispute the release of the escrowed funds to Frontier, the Charterer must notify Frontier in writing of any dispute within five (5) business days after completion of the particular Charter Flight or segment, including the amount of escrow funds in dispute. Frontier will maintain in its escrow account funds equal to the amount in dispute pending resolution of the dispute.

d. Payment/Wire Transfer Information:

Colorado Business Bank
821 17th St
P O Box 8779
Denver, CO 80201

ABA 102003206
Acct # 34051411
Attention: Frontier Airlines, Inc.

***Please reference the Name on the Contract, City Pair, or Date of Travel when submitting the wire transfer.**

4. Condition of Aircraft

a. The seating of the Aircraft shall consist of 137 or 161 Coach Seats. Passengers will have access to the LiveTV system at no additional charge. Passengers will not have access to the TripFlix in-flight movies.

b. The Aircraft shall have a maximum payload capacity of not less than 31,000 pounds and a volumetric capacity of not less than 975 cubic feet.

c. Frontier may substitute aircraft of similar type or of another Part 121 carrier or carriers with at least the same number of seats as the Aircraft; provided, however, the Charter Flight Cost is not higher than the Charter Flight Cost for the Aircraft originally chartered.

5. Aircraft Operation. With respect to the operation of the Aircraft, the parties acknowledge and agree as follows:

a. Operational Control and Cooperation. It is understood and agreed that Frontier shall have full and complete operational control of the Aircraft and will operate the Aircraft consistent with FAA and manufacturer requirements. Frontier shall be solely responsible for compliance with all applicable FAA regulations in connection with the operation of the Aircraft. Accordingly, Frontier shall have authority to determine, *inter alia*, whether a particular flight may be safely operated, to assign crews for particular flights, to dispatch and release flights, to direct crew and to initiate and terminate flights.

b. Flight Control by Captain. The pilot in command of the Aircraft shall have the full control and authority over the operation of the Aircraft and the crew during the flight. The pilot in command may take all necessary measures to ensure safety, including decisions concerning loading, load, deviations from planned routes, and where alternate intermediate landings may be made.

c. Flight Delays. If Frontier reasonably knows of upcoming flight delays of any kind, Frontier will use commercially reasonable efforts to notify Charterer or its agent. Departure times are subject to change based on aircraft routing, airport gate space, weather conditions and other operational factors. Each party shall use its best efforts to cause on-time departures. Frontier shall use reasonable efforts to commence or complete transportation within 15 minutes of scheduled times or according to any specific schedule described in this Agreement, provided, however; Frontier shall not be held liable for failure to do so unless the failure to complete transportation in a timely manner is due to the gross negligence or willful misconduct of Frontier.

d. Permits and Consents. Frontier's obligation to perform the Charter Flights hereunder shall be contingent upon and subject to the prior issuance and receipt of such governmental consents, clearances, permits and operating authorities as may be necessary or appropriate for the lawful operation of the Charter Flights, including landing, transit, over flight and uplift rights. If any government or governmental agency or body shall fail or refuse to issue or grant any of the approvals, clearances, permits or operating authorities sufficiently in advance of any departure of any Charter Flight or shall, after issuance, revoke, rescind or threaten to revoke or rescind the same, Frontier may elect to cancel the Charter Flight or Charter Flights so affected without liability to Frontier.

6. Aircraft Charter Provisions. With respect to the Charter Flights, the parties agree as follows:

a. Compliance by Charterer and Passengers. Charterer shall comply with and require all passengers and prospective passengers carried or to be carried on any of the Charter Flights to observe and comply with all applicable laws, regulations, and Frontier policies. Charterer is responsible for notifying all potential passengers of the captain's right to remove passengers from the Aircraft and for notifying passengers of items that cannot be carried on the Aircraft. This Agreement is solely between Charterer and Frontier, and no passenger or any other third person or entity shall be deemed a party hereto or have any rights hereunder. If Charterer (or its employees or representatives) or any passenger on any Charter Flight fails or refuses for whatever reason to observe any applicable laws, Frontier shall have the right, in its sole discretion, to take such action as may be necessary to avoid a violation of the law, including canceling the Charter Flight affected by such failure or refusal, all without liability of any kind to Charterer or any other person or entity. In Frontier's sole discretion, Frontier may refuse to transport any passenger if such refusal is deemed necessary for the reasonable safety or comfort of the other passengers or such refusal is the result of such passenger creating any hazard or risk to other persons or property, or violating any applicable laws. In the event of any such refusal, Frontier shall not be required to refund any prices, fees, charter or other sums paid or payable hereunder by Charterer, nor shall Frontier have any liability to the passenger not transported.

b. Contract of Carriage. Except as expressly addressed in this Agreement, Frontier's Contract of Carriage applies to Frontier's air transportation provided under this Agreement, including limitations on liability described in the Contract of Carriage. The current copy of Frontier's Contract of

Carriage is available at http://www.frontierairlines.com/frontier/pdf/Contract_of_Carriage.pdf. If there is a conflict between the terms of the Contract of Carriage and this Agreement, this Agreement will prevail.

c. Passenger Manifests and Boarding. Charterer will be responsible for arranging passenger manifests in accordance with all applicable regulations, laws, and policies of any governmental agency or Frontier. At least 72 hours prior to departure (with any updates at least 24 hours prior to departure) Charterer must furnish Frontier with a list, in alphabetical order, of all passengers to be carried on each Charter Flight. Frontier will process the passenger list under the Transportation Security Administration regulations, including the "no-fly" and "watch" list programs. Charterer shall make all necessary arrangements to ensure the arrival of passengers and availability of baggage for embarking and loading (90) minutes prior to the departure times indicated in the Flight Schedule. Frontier will accommodate only passengers Charterer designates and that are included on the flight manifest. Frontier shall be under no obligation to delay any portion of a Charter Flight in the event of non-arrival or late arrival of passengers or baggage or other acts or omissions of the Charterer, its employees, agents or passengers. Frontier will not refund any portion of the Charter Flight Cost for passengers who do not board the Charter Flight or who are not at the specified check-in point at least thirty (30) minutes prior to the scheduled departure of the Charter Flight.

d. Logistics Contact. The "24-Hour Name and Phone" designation identified beneath the Logistics Contact on page one (1) is intended for use in the event of "an unforeseen combination of circumstances or the result of such circumstances that require notification of related parties affected by such circumstances." Frontier requires the name and phone number of a 24-hour contact that can provide "emergency contact information" within 90 minutes of an incident. This person may not travel on the charter.

Initial: SP

e. International Travel. Each charter passenger desiring transportation across any international boundary shall be responsible for obtaining all necessary travel documents (including passports, visas, and vaccination certificates) and for complying with the laws of each country from, through, or to which it desires transportation and, unless applicable laws provide otherwise. Frontier shall not be liable for any aid or information given by its agents, servants, or employees to Charterer or any charter passengers in connection with obtaining such documents or complying with such laws, whether given orally or in writing, or otherwise, or for any damages to Charterer or charter passenger resulting from its failure to obtain such documents or comply with such laws.

f. Prohibited, Hazardous and Perishable Materials. Charterer shall not knowingly accept or transport any prohibited, hazardous or perishable materials, nor shall Frontier be required to transport the same on any Charter Flight. Prohibited material includes any item prohibited for carriage by governmental regulation. Hazardous material is any matter that may endanger health, safety or property. Perishable material is anything, including live animals, and other objects that may deteriorate and thereby lose value, create a health hazard, or cause a nuisance. Charterer shall notify its prospective passengers that prohibited, hazardous or perishable materials may not be carried.

g. Insurance.

i. Frontier shall, at its sole cost, carry and maintain insurance coverage in not less than the amounts and containing the provisions and upon the terms and conditions set forth below:

(a) Airline liability insurance, including bodily injury (including, without limitation, to passengers) and property damage liability with a combined single limit of not less than Five Hundred Million United States Dollars (US \$500,000,000.00) each occurrence/aggregate, where applicable, protecting Charterer and its officers, directors,

employees, and representatives, from all claims that may arise from or out of any act or omission of Frontier and its officers, directors, agents, employees or assigns, in connection with this Agreement. Such insurance policies shall include cross liability and a clause stating that such insurance is primary with respect to the coverages provided thereby and all aircraft and/or substitute and/or replacement aircraft used by Frontier in connection with this Agreement (the "Aircraft") and shall not be contributory with or excess over any insurance carried by Charterer, or its directors, officers, employees and representatives with respect to such coverages, and

(b) Workers' compensation insurance as required by applicable law and employer's liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence.

ii. Charterer is an agency of the State of Montana, and the State of Montana, MSU, its officials and employees are self-insured under the provisions of Title 2, Ch. 9, Montana Codes Annotated. MSU will maintain insurance required for state agencies as provided under Title 2, Ch. 9, Montana Codes Annotated. The statutory limits of liability are \$750,000 for each claim and \$1.5 million for each occurrence. A certificate of insurance will be provided upon request.

h. Unused Space. To the extent not inconsistent with any governmental regulation or order, Frontier may use any unused space on a Charter Flight for the carriage of mail, cargo, and/or personnel and property, without diminution of the Charter Flight Cost agreed to herein. Charterer agrees that Frontier, at its option, may permit the use of any unused space on any of the Charter Flights by Frontier personnel on the same terms and conditions as are applicable to travel by such personnel on Frontier's scheduled service. The term "unused space" as used in this paragraph does not include seats which Charterer, in its discretion, makes available on a free or reduced rate basis to its employees, directors or officers or the parents and immediate family of such persons or for any reasonable business purpose.

i. Miscellaneous Charter Provision.

- i. Charterer will comply with all valid requirements imposed upon Frontier pertaining to security in connection with any of the Charter Flights, including all TSA rules and regulations.
- ii. Charterer acknowledges that it shall be solely responsible to participants for furnishing all services set forth in any solicitation material distributed in connection with Charterer's charter program.
- iii. Charterer acknowledges that Frontier will not allow an unaccompanied minor (below the age of 18) to board a Charter Flight and that Frontier will not carry any live animals on any Charter Flight, other than service animals defined in the applicable FARs.
- iv. Charterer shall be responsible for requiring that all flight participants comply with all conditions of this Agreement and Charterer shall also be responsible for all damages by flight participants to the property of Frontier excepting reasonable wear and tear.

7. Cancellations.

a. If any Charter Flight or Charter Flights are cancelled at the request of Charterer or are canceled by Frontier due to Charterer's failure to comply with the terms of this Agreement, including Charterer's failure to comply with applicable DOT regulations, Charterer agrees to pay to Frontier as liquidated damages (but not as a penalty), a cancellation charge as follows:

- i. When the Charter Flight is cancelled within thirty (30) days or less before the Charter Flight is scheduled to commence from point of origin, Charterer will pay 100% of the Charter Flight Cost.
- ii. When the Charter Flight is cancelled more than thirty (30) days, but less than sixty (60) days before the Charter Flight is scheduled to commence from point of origin, Charterer will pay 50% of the Charter Flight Cost.
- iii. When the Charter Flight is cancelled more than sixty (60) days, but less than ninety (90) days before the Charter Flight is scheduled to commence from point of origin, Charterer will pay 20% of the Charter Flight Cost.
- iv. When the Charter Flight is cancelled more than ninety (90) days before the Charter Flight is scheduled to commence from point of origin, Charterer will not pay any of the Charter Flight Cost.
- b. If Frontier improperly cancels a Charter Flight, Frontier's sole liability and Charterer's exclusive remedy shall be to obtain a refund of the escrowed Charter Flight Cost allocated to the un-flown Charter Flight.

8. **Force-Majeure Failure.** If Frontier fails to perform, delays, or substitutes an aircraft for, a Charter Flight, in each case due to any event or condition causing similar failure or delay at the same location by commercial airlines generally (including governmental or airport laws, regulations or orders, air-traffic restrictions, acts of God, terrorism, strikes, lockouts, riots, civil disobedience, national emergencies, unavailability of fuel, weather or any other events beyond Frontier's reasonable control), Frontier's sole liability and Charterer's exclusive remedy shall be to obtain a refund of the escrowed funds allocated to the unflown Charter Flight or segment.

9. **Special Provisions for State University.**

- a. The Parties understand and agree Charterer is, or is acting on behalf of a State University, and that while Charterer is responsible for its negligent acts or omissions, nothing contained in this Agreement shall be construed as
 - i. an express or implied waiver of the governmental immunity of Charterer or the State governmental entity;
 - ii. an express or implied acceptance of by Charterer of liabilities arising as a result of actions which lie in tort or could lie in tort in excess of liabilities allowable under applicable State law;
 - iii. a pledge of the full faith and credit of the State;
 - iv. Charterer's assumption of a debt, contract, or liability on behalf of Frontier in violation of applicable State law.
- b. Omitted.

10. **Events of Default.** The parties agree that the following events or condition shall each constitute an Event of Default under this Agreement:

- a. **Non-Payment.** If either party fails to make any payment to the other party, when due, under the terms of this Agreement, if such failure continues for a period of five days after written notice thereof from the other party. If Charterer fails to make any Escrow Payment or to provide an applicable bond as required by the DOT with respect to the Charter Flights, Frontier will cancel the affected Charter Flights and may terminate this Agreement immediately upon notice to Charterer.

b. Breach. If Charterer or Frontier shall fail to comply with any provision, other than subsection a addressed above, of this Agreement and if such failure continues for a period of 30 days after written notice from either Charterer or Frontier to the other party, provided however, if the correction of such breach cannot be completed within the 30 day period and the party correcting such breach shall have started substantial performance within the 30 day period and its completion can be anticipated within a commercially reasonable period of time, the 30 day period shall be extended.

c. Bankruptcy. A party consents to the appointment of a custodian, receiver, trustee or liquidator of itself or all or a material part of its property or a party admits in writing its inability to, or is unable to, or does not, pay its debts generally as they come due, or makes a general assignment for the benefit of creditors, or a party files a voluntary petition in bankruptcy or a voluntary petition seeking reorganization in a proceeding under the bankruptcy laws or insolvency laws now or hereinafter existing or an answer admitting the material allegations of a petition filed against a party in any such proceeding, or a party by voluntary petition, answer or consent seeks relief under the provisions of any other bankruptcy, insolvency or other similar law providing for an agreement, composition, extension or adjustment with its creditors, or any action is taken in furtherance of any of the foregoing, whether or not the same is fully effected or accomplished, or an involuntary petition against a party in a proceeding under the United States Federal bankruptcy laws or any foreign insolvency laws (as now or hereafter existing) is filed and is not withdrawn or dismissed within thirty (30) days thereafter.

d. Force Majeure. Notwithstanding the foregoing, an Event of Default other than a payment default shall be deemed not to have occurred if the party's failure to perform or on account of any delay in performance of any obligation under this Agreement, is due in whole or in part to a Force Majeure act or event.

11. Remedies Upon Event of Default. Upon the occurrence of any Event of Default, the non-defaulting party shall, in its sole discretion, have the right to exercise any and all rights and remedies available to it arising under this Agreement or otherwise existing at law and/or in equity, including the right to terminate this Agreement, recover damages, and seek such other relief as may be appropriate under the circumstances. All remedies available to the non-defaulting party shall be cumulative and resort to any one remedy shall not preclude or adversely affect the resort to other or further remedies, howsoever existing. Neither party shall be liable to the other on account of any failure to perform or on account of any delay in performance of any obligation under this Agreement, if and to the extent such failure or delay shall be due to a Force Majeure act or event.

12. No Assignment. The parties agree that neither party shall have the right to assign this Agreement or any rights hereunder, or to delegate any duties, obligations, liabilities or responsibilities arising hereunder, to any other person or entity, without the prior written consent of the other party, which consent will not be unreasonably withheld. The parties agree that Frontier may assign certain ground handling and ground service duties to third party providers.

13. Notices. All notices, requests, demands, consents and other communications (each, a "Notice") hereby shall be in writing and may be given by hand, telecopier, FedEx or other reputable overnight air courier or U.S. Certified or Registered Mail, return receipt requested, at the respective address or facsimile number of the addressee as set forth in this Agreement. Any Notice given in accordance with this Section shall be deemed given and effective for all purposes hereof, as follows:

To: Frontier

Frontier Airlines
Attn: Alane Anderson
7001 Tower Road

Denver, CO 80249
 (facsimile) 720-374-4389
Alane.Anderson@FlyFrontier.com

To: Charterer

contact information listed above.

14. Waiver of Consequential Damages. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR TO ANY OTHER PERSON FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES SUFFERED IN ANY CONNECTION WITH THIS AGREEMENT, HOWSOEVER CAUSED AND REGARDLESS OF THE FORM OR CAUSE OF ACTION, AND EVEN IF SUCH DAMAGES ARE FORESEEABLE OR THE OTHER PARTY OR PERSON HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. The Parties acknowledge that they have negotiated the terms of this Article and agree that these terms constitute essential, bargained for conditions of this Agreement.

15. Miscellaneous.

a. Omitted.

b. Waiver. The failure of any party to insist, in any one or more instances, upon performance of any of the terms, covenants or conditions of this Agreement shall not be construed as a waiver or a relinquishment of any right or claim granted or arising hereunder, or of the future performance of any such term, covenant, or condition, and such failure shall in no way effect the validity of this Agreement or the rights and obligations of the parties hereto. Additionally, no waiver of any breach of this Agreement shall be a waiver of any subsequent breach.

c. Entire Agreement. This Agreement, and all attachments or exhibits hereto or thereto, supersedes all prior communications, agreements, representations or understanding between the parties, oral or written, with respect to the same subject matter, and fully sets forth the understanding of the parties.

d. Arbitration. Any dispute, controversy or difference arising between the parties out of or with respect to the performance, interpretation, or application of this Agreement, or the respective rights and liabilities of the parties hereunder, and which cannot be agreed upon amicably between the parties, shall be referred to arbitration to be conducted pursuant to the provisions of the Commercial Arbitration Rules of the American Arbitration Association as applicable to the settlement of commercial disputes. The parties may agree on the selection of a single arbitrator, but if they cannot agree, each party shall select an arbitrator and the two selected arbitrators shall select a third arbitrator. The cost of the arbitration proceeding shall be borne equally between the parties unless the arbitration panel otherwise determines. The decision of the arbitrator(s) shall be final and binding upon the parties, and judgment upon the award rendered by the arbitrator(s) may be entered in any court of competent jurisdiction. The prevailing party shall be entitled to reimbursement of all costs and expenses incurred, including reasonable attorneys' fees.

e. No Third-Party Beneficiaries. This Agreement shall not confer any rights or remedies upon any third party other than the parties to this Agreement and their respective successors and assigns.

f. Survival. All rights, remedies and obligations of the parties hereto existing at the time of the expiration or termination of this Agreement shall survive such termination or expiration.

g. Relationship. It is understood and agreed by the Parties that this Agreement does not create an employment relationship between them, that Charterer is an independent contractor, and that nothing in this Agreement is intended to make either Party a subsidiary, joint venture, partner, employee, or servant of the other for any purpose whatsoever. Frontier is an independent contractor and has no relationship with Charterer other than a vendor/vendee relationship. The employees of each Party providing the services under this Agreement remain the employees of each Party. There is no joint employer relationship and each Party shall make all decisions as to hiring and supervising their respective employees. Each Party shall be liable and shall indemnify, defend and hold the other harmless for all taxes and benefits arising from the employment of their respective employees involved in the performance of the services hereunder.

h. Confidentiality. The parties hereto acknowledge and agree that the provisions of this Agreement, including the pricing and cost provisions hereof, are secret and highly confidential. Accordingly, Charterer agrees that it will not reveal or disclose any of the commercial terms of this Agreement to any present or future competitor of Frontier without the prior written consent of Frontier, except as otherwise required by law or except to the extent necessary to enforce any of the terms or conditions of this Agreement. Frontier also agrees that it will not reveal or disclose any of the commercial terms of this Agreement to any present or future competitor of Charterer without the prior written consent of Charterer, except as otherwise required by law or except to the extent necessary to enforce any of the terms or conditions of this Agreement.

i. Rules of Interpretation. The following rules of interpretation apply to the Agreement:

- i. the word "or" is not exclusive and the words "including" or "include" are not limiting;
- ii. the words "hereby," "herein," "hereof," "hereunder" or other words of similar meaning refer to the entire document in which it is contained;
- iii. a reference to any agreement or other contract includes permitted supplements, amendments and restatements;
- iv. a reference to singular includes plural and vice-versa and each gender includes the other; and
- v. a reference to days, months, or years refers to calendar days, months, and years, unless business days are specified.

j. Execution of Agreement and Counterparts. Each person executing this Agreement on behalf of the party hereto represents and warrants that such person is duly and validly authorized to do so on behalf of such party with full right and authority to execute this Agreement and to bind such party with respect to all of its obligations hereunder. This Agreement may be executed (by original or facsimile signature) in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute but one and the same Agreement.

k. Modifications or Amendments. Modifications and amendments to this Agreement shall be in writing and signed by a duly authorized representative of each party.

l. Severability. Any term or provision of this Agreement, which is held to be invalid, illegal, unenforceable or void, will in no way affect any other term or provision.

m. Equal Employment Opportunity. It is the policy of F9 to give equal opportunity to all qualified persons without regard to race, age, color, religion, sex, marital status, handicap, or national origin, in accordance with the Affirmative Action Clauses for Executive Order 11246, as amended, Section 503 and 38USC2012, as amended; as required by 41 CFR 60-1.4 ,60-250.4 and 60.741.4.

n. The Charterer may not maintain nor provide for its passengers and employees any segregated facilities. The term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, cafeterias, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains and recreational areas, in accordance with 41 CFR 60-1.8.

IN WITNESS WHEREOF, this Agreement is duly executed and delivered by an authorized representative of each of the parties as of the date first written above.

FRONTIER AIRLINES, INC.

 Signature
 Name: Daniel Shurz
 Title: V.P., Strategy & Planning
 Date: _____

CHARTERER



 Signature
 Name: Stacy Pearson
 Title: VP-FA
 Date: 5/26/11

Exhibit A

- A. **CATERING:** Frontier will provide the following catering on the Charter Flights:
Athletic Beverages and Power Bars

B. **FLIGHT SCHEDULE**

Date Mo/Day/Yr	DOW	Routing	Departure (Approx)	Aircraft
SEP 2, 2011	FRI	BOI-ATL	TBD	A-320
SEP 3, 2011	SAT	ATL-BOI	TBD	A-320
SEP 15, 2011	THU	BOI-TOL	TBD	A-319
SEP 16, 2011	FRI	TOL-BOI	TBD	A-319
OCT 7, 2011	FRI	BOI-FAT	TBD	A-319
OCT 8, 2011	SAT	FAT-BOI	TBD	A-319
OCT 14, 2011	FRI	BOI-FNL	TBD	A-319
OCT 15, 2011	SAT	FNL-BOI	TBD	A-319
NOV 4, 2011	FRI	BOI-LAS	TBD	A-319
NOV 5, 2011	SAT	LAS-BOI	TBD	A-319
NOV 18, 2011	FRI	BOI-SAN	TBD	A-319
NOV 19, 2011	SAT	SAN-BOI	TBD	A-319

- C. **Fuel Escalation Charge:** The Charter Flight Cost will increase **according to the matrix below** for each \$0.01 per gallon fuel cost increase from the base fuel cost of **\$3.00**.

ATL	\$135
TOL	\$117
FAT	\$71
FNL	\$56
LAS	\$66
SAN	\$80

- D. **Boarding/Security Option:** The Charter Flight Cost contained in the contract assumes plane-side boarding in BOI and private security screening. Additionally the use of an FBO at off-line airports is included in the Charter Flight Cost.

BOISE STATE UNIVERSITY

SUBJECT

Park and Ride Facility

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I

BACKGROUND/DISCUSSION

Boise State University continues to experience significant growth in enrollment, programs and facilities. This growth continues to drive the need for the University to acquire new properties for redevelopment.

The University Master Plan calls for the progressive removal of interior single-level surface parking lots in favor of higher density multi-level parking structures at the perimeter of campus. While this is an appropriate strategy for the highest and best use of campus real estate, this strategy will also significantly increase the cost of campus parking since the cost to develop structured parking is significantly higher than surface parking.

To continue to provide lower-cost parking options, the University is pursuing off-site park and ride facilities. These facilities will be purchased as bare land on which the University will construct future improvements. These park and ride facilities will provide lower cost parking options within a reasonable proximity to the University and along established transit routes serving the campus.

It is expected that the total project costs including land acquisition and parking lot facility improvements will be approximately \$1,730,000. To date the University's Transportation and Parking Department has secured federal and local grant funds totaling \$1,508,580 to assist in the purchase and development of the park and ride. The University will provide the remaining funds needed to complete the project.

The University is currently evaluating multiple parcels. Grant funds need to be obligated for this project by September 2011, the University plans on returning to the Board in August 2011 for approval to purchase the land.

IMPACT

Total project costs including land purchase and design and construction are estimated at \$1.73 million. The University has secured \$1,505,580 in external grant funds and parking funds will be used to fund the difference of approximately \$224,420.

The University will return to the Board for approval to purchase the land and for approval to design and construct the improvements.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

STAFF COMMENTS AND RECOMMENDATIONS

Staff has no comment or recommendation.

BOARD ACTION

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

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

BOISE STATE UNIVERSITY

SUBJECT

Plan and Design of Geothermal Utility Service Connections, Phase I

REFERENCE

June 2010

Board approves motion to enter into Geothermal Service Agreement, Phase I, with the City of Boise

February 2011

Board approves motion to enter into Geothermal Service Agreement, Phase II, with the City of Boise

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.I and V.N

BACKGROUND/DISCUSSION

In June 2010 the Board approved Boise State University's request to enter into an agreement with the City of Boise for the extension of the City's geothermal utility service to the University campus. Under this agreement the University is to design and construct modifications to existing buildings to accept the new geothermal utility.

The University is securing professional services for the planning and design of the building modifications using the standard process through the Idaho Division of Public Works at an estimated cost of \$167,000. Design services will provide greater detail in the design and more certainty in the overall project cost. The University will return to the Board for construction approval with a complete and updated budget.

IMPACT

Based on estimates prepared as part of the grant proposal, the cost for the planning and design portion of this project, which includes architectural fees, commissioning, testing, and plan checks, is expected to be approximately \$167,000. The total project cost including construction to convert five buildings is estimated at \$1,762,173. While the total cost share between federal and University sources will depend on final bids, it is estimated that the University will fund \$625,000 and the balance will be paid with federal grant funds.

The conversion of campus buildings to accept geothermal service is an essential function of the grant the University has received and the agreement entered into with the City of Boise. The costs incurred by the University in support of this grant, including the conversion of campus buildings, will be returned to the University through a discount utility rate agreement as detailed in the previously approved Geothermal Agreement between the City and the University.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The University expects to make geothermal water a long-term sustainable source for heating buildings on campus.

STAFF COMMENTS AND RECOMMENDATIONS

Staff has no comment or recommendation.

BOARD ACTION

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

BOISE STATE UNIVERSITY

SUBJECT

Higher Education Insurance Feasibility Study

REFERENCE

Fall, 2009

Higher Education President's Council meeting with Governor Otter

APPLICABLE STATUTE, RULE OR POLICY

Section 67-5767, Idaho Code

BACKGROUND/DISCUSSION

The State of Idaho's benefit plan serves approximately 19,000 state employees, including 5,000 employees of higher education institutions. Recent state-mandated changes to the benefit plan have had a detrimental impact on higher education institutions and their employees, leading those impacted by the changes to collaborate to find a viable solution.

In September 2010 Boise State University, working with seven other Idaho higher education institutions, engaged Aon/Hewitt, a global leader in risk management and benefit plan services, to conduct a feasibility study to determine how current benefits align with best practices and whether it would be beneficial for the institutions to consider forming a separate group from the State for purposes of establishing and operating an insurance program.

The feasibility study included health, life and disability insurance, prescription drug benefits and flexible spending accounts and proposed improvements to benefit the institutions. A successful program would give institutions more control and flexibility with respect to plan cost, design, eligibility, funding, and customer service allowing the institutions to be more responsive to the needs of faculty and staff. As part of the study, Aon/Hewitt examined enrollment, funding, plan provisions, actual claim experience and comparative benchmarks. Their report was finalized and reviewed with the institutions in April 2011.

IMPACT

Key findings from the study include:

- Potential savings from competitive bidding for insurance, cost management, plan design updates and prescription drug program design are estimated to be from \$2.2 - \$6.7 million.
- Creating a unique risk pool of higher education institutions would allow the groups to create plans and eligibility standards that meet the needs of institutions.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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- The State's administration fee is competitive within the marketplace, but creation of the administrative infrastructure for a separate higher education program would be costly and complex.
- There is a potential impact to the State's current plan if higher education institutions create their own plan, reducing the State's beneficiary count from 19,000 to 14,000.

In light of these findings, the participating institutions have initiated discussions to explore other alternatives to creating a separate higher education insurance program that will allow institutions to play a more active and participatory role in the State's insurance program. The most important issues to the institutions continue to be plan design, control and flexibility in insurance programs as well as the ability to interact with providers and vendors. Customer service, proactive management and communication are also critical. Through continued discussions and collaboration the institutions are hopeful that these concerns can be addressed and the potential for substantial cost savings to the State, the institutions and significant improvements to the benefit plans can be realized.

STAFF COMMENTS AND RECOMMENDATIONS

Costs savings from re-bidding and plan design could benefit the entire State group insurance plan, not just higher education. The outcomes of this study have been discussed with gubernatorial and legislative staff, and a key objective will be to secure support of elected officials to champion some of these changes.

BOARD ACTION

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

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

IDAHO STATE UNIVERSITY

SUBJECT

Approval of a professional fee for the Associate of Science (A.S.) Paramedic Science program

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.R.3.b.iv

BACKGROUND/DISCUSSION

Graduates of the Paramedic Science program at Idaho State University (ISU) will obtain a specialized higher education academic degree that qualifies them for licensure to practice as paramedics. The Paramedic Science program leads to a degree (A.S.) that meets the minimum requirements for entry into the paramedic profession, and qualifies a graduate to sit for a certification exam required for licensure in Idaho. The Paramedic Science program at ISU is nationally accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The professional fees will augment the funds from other sources needed to cover the cost of the program.

The Paramedic Science degree at ISU ensures that the state has a quality accredited education program that is transferable and portable and maintains pathways for the advancement of its graduates. It is the only A.S. degree-granting paramedic education program in Idaho, thereby providing graduates with an academic pathway to other health sciences degree programs. Paramedic professionals and agencies are most interested in A.S. degree programs that facilitate articulation toward baccalaureate and graduate programs of study. The request for a Paramedic Science program professional fee meets the criteria as outlined in the Board's Governing Policies and Procedures.

Due to budget cuts, state General Fund support was eliminated for the Paramedic Science program in FY 2011. As a result, admission to the program was suspended for the 2010/11 academic year, but the program was not formally discontinued.

IMPACT

The proposed fee will provide the resources necessary to cover the cost of the program.

ATTACHMENTS

Attachment 1 – Letter of Support from Ada County	Page 5
Attachment 2 – ASISU Letter of Support	Page 6
Attachment 3 – Student Support Signatures	Page 13
Attachment 4 – Program Budget	Page 14

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

STAFF COMMENTS AND RECOMMENDATIONS

To designate a professional fee for a Board approved program, all of the following criteria must be met:

a. Credentialing Requirement

1. A professional fee may be assessed if graduates of the professional program obtain a specialized higher education degree that qualifies them to practice a professional service or to be eligible for credentialing or licensing to practice a professional service.

Response: ISU represents that the A.S. degree qualifies graduates for licensure to practice as paramedics.

2. The program leads to a degree that is at least the minimum required for entry to the practice of a profession.

Response: ISU represents that the A.S. degree meets the minimum requirements for entry into the paramedic profession.

b. Accreditation Requirement (if applicable): The program meets the requirements of national/specialized/professional accrediting agencies as defined by the State Board of Education.

Response: The Paramedic Science program at ISU is nationally accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

c. Extraordinary Program Costs: The cost of the professional program significantly exceeds the cost of nonprofessional programs at the institution. Institutions will be required to provide documentation to support the reported cost of the program.

Institutions will propose professional fees for Board approval based on the costs to deliver the program.

Response: General Fund support for the program was eliminated in ISU's last round of budget cuts, and tuition revenue is not sufficient to cover the full cost of instruction for this program.

Staff finds that Board policy criteria for designating a professional fee have been met for this program. ISU has also provided evidence of student and community support for reinstatement of the program, even at the proposed higher cost. Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

BOARD ACTION

I move to approve the request by Idaho State University to designate a professional fee for the Associate of Science (A.S.) Paramedic Science program in conformance with the program budget submitted to the Board in Attachment 4.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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Associated Students of
Idaho State University

921 S 8th Avenue
Stop 8125
Pocatello, Idaho
83209-8125

ATTACHMENT 1

To Whom It May Concern:

As the representative of the student body at Idaho State University we support the addition of a professional fee in the amount of \$650.00 per semester to the Paramedic Science Program, which is assessed on top of tuition. We understand that this program would not be reinstated here at Idaho State University if a professional fee were not approved, seeing that there are not sufficient state funds to support the program.

After speaking with prospective students who have signed a petition there is a consensus that they are interested in this program after completing the pre-requisites required for admission. One prospective student said he is very interested in the Paramedic Science Program and is glad there is an accredited University that is going to offer it.

The institution of the Paramedic Science Program at Idaho State University would re-emphasize the designation given by the Idaho State Board of Education in that this is Idaho's health care University.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaun M. Stokes".

Shaun Stokes
ASISU President
Idaho State University

Phone: (208) 282-3435
Cell: (208) 705-7213
Fax: (208) 282-4451

stokshau@isu.edu
www.isu.edu/asisu/

Phone: (208) 282-3435
FAX: (208) 282-4451

ISU Is An Equal Opportunity Employer

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

Name (Please Print)	Address	Phone Number	Email Address
Neil Lupercio	10617 W. Pine Ave Apt #2	830-17420	fir3man_n3f@Hotmail
Kate Baldwin	1789 E. Heritage Park	830-2248	BALWINKATHERINE@mondm schools. org
Jacob Moscrip	5656 S. Orange Pl.	830-1088	moscrip.pts@gmail.com
Barry Daigle	3047 E Sweetwater Dr	208-340-9062	BCLbarryd@hotmail.com
Nora Smith	3042 E Sweetwater	208 340 9065	nnas9459@aol.com
Michael McLeod	3315 N. Hawthorne Dr.	208-631-6269	mcleodfamily@calteone nc
Conrad McLeod	3315 Hawthorne Dr.	208-908-2954	HIGHLANDER333@gmail.com
Shane Calder	516 N Pringlewood Pl	405-2011	calderuader@gmail.com
Deen White	7122 Bluebird Dr.	631-5052	delwhite@yahoo.com

Idaho State

UNIVERSITY

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

Name (Please Print)

Address

Phone Number

Email Address

BRIAN Hill

5955 N. HEATHROW

863-4550

hilldbrie@gmail.com

Idaho State

UNIVERSITY

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

Name (Please Print)

Address

Phone Number

Email Address

Katie Tucker 1025 S. Dale st. Apt. 102 208-949-3065 KTucker1231@gmail.com

Name (Please Print)	Address	Phone Number	Email Address
Ashley Hanna	11807 pheasant Run Ct, Caldwell Idaho 83605		

A_namita_0504@yahoo.com

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

Name (Please Print)	Address	Phone Number	Email Address
Harley Davidson	1881 Allumbaugh St	(208) 703-0533	tinytank1993@msn.com
RACHELLE BROOKS	820 N HASTINGS AVE	208-949-6851	rbrooks0107@yahoo.com
Max Oja	10176 W Trestlewood St.	208-949-8749	oja-max@yahoo.com
Nelsey Bonacott	10877 Hiawatha Dr.	(208) 629-6809	kfizzle.for.sizzle.ny.skizzle@gmail
Amanda Whigmore	10905 Northview St.	(208)-961-0134	—
Alexandra Kowash	7742 W. moose run ct.	(208)-373-1827	—
Samantha Gilbert	327 W. Elwood Dr	(208) 870-7433	stgilbert11@gmail.com
Morris Hardy	6608 Monarch ST, EAGLE	859-0644	mhardy36@gmail.com

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

[illegible]

Idaho State

UNIVERSITY

I have attended the information session regarding the reinstatement of the Paramedic Science program at Idaho State University's Meridian Health Science Center. At this session I learned about the admissions process for ISU, the pre-professional requirements, pre-requisites, and general education requirements for Paramedic Science program and the professional fees, in addition to tuition, that are part of the program. I understand this is an informational brief only and that the reinstatement of the Paramedic Science program is contingent on State Board of Education approval in June.

Name (Please Print)

Address

Phone Number

Email Address

Christina Reyes 4900 N. Maplewood Base Id. 83103 / 917-0383 / christina.wenise.reyes@gmail.com



AdaCountyParamedics
Neighbors for Life

ATTACHMENT 3

April 8, 2011

Dr. Gary Olson
Provost & Vice President for Academic Affairs
Idaho State University
921 South 8th Ave., Stop 8063
Pocatello, ID 83209-8063

Dear Dr. Olson,

Please consider this letter as a sign of Ada County Paramedics' strong support for ISU to reinstate its Paramedic Education Program at the Meridian campus.

As the area's largest provider of pre-hospital emergency care, we have a large stake in how paramedics and potential employees are educated. We believe that paramedics should be educated in a setting that offers them the best resources possible. This includes a nationally accredited program and the possibility for the students to receive college credits for their work toward a paramedic license.

It also includes state-of-the-art training in a facility which can offer the most modern methods for educating pre-hospital professionals. ISU can offer all of these amenities.

Michael Mikitish, Ellen Jones, and I have been working hard to form the foundation for the best Paramedic Program in the area.

Ada County Paramedics looks very forward to creating a substantial and long-term partnership with ISU. If you have any questions, or need further information, please do not hesitate to contact me at your convenience.

Sincerely,

Mary Anne Pace, MPH
Education Program Manager
208-287-2980
mpace@adaweb.net

Troy M. Hagen, Director
P.O. Box 140209 • 5870 Glenwood • Boise, ID 83714-0209
208-287-2950 phone • 208-287-2999 fax
adaparamedics.org

IDAHO STATE UNIVERSITY
BUDGET SUMMARY

Resource Allocation and Impact Summary

Proposal to add a AS in Paramedic Science - ISU-Meridian

PROPOSAL - ENROLLMENT PROJECTIONS

	Year 1 FY	Year 2 FY	Year 3 FY
	Total	Total	Total
New Enrollments			
FTE	0.33	0.33	0.33
Headcount	20	20	20
Shifting Enrollments			
FTE	0	0	0
Headcount	0	0	0

PROPOSAL - REVENUE

	TOTAL	Year 1 FY	Year 2 FY	Year 3 FY
		Total	Total	Total
Appropriated Funds - New	0	0	0	0
Appropriated Funds - Reallocation	0	0	0	0
Grants & Contracts	0	0	0	0
Fees (Professional Fees (\$650 per semester (x2 semesters) + \$325 summer) - These are in line with other ISU Profession fees)	97,500	32,500	32,500	32,500
Other Self-Sustainment Model (proposed) ((Full Time student = \$1900 per semester (tuition full time) x 20 students x 2 semesters (fall & spring)) + (4 credits summer internship x 20 students x \$231 per credit summer tuition))	283,411	94,470	94,470	94,470
GRAND TOTAL PROPOSED REVENUES	380,911	126,970	126,970	126,970
RECURRING *	380,911	126,970	126,970	126,970
NON-RECURRING **	0	0	0	0

PROPOSAL - EXPENDITURES

	FTE	Salary	Fringe Benefits	Year 1 FY	Year 2 FY	Year 3 FY
				Total	Total	Total
FTE Personnel and Costs	0.33	13,835	5,677	19,512	19,512	19,512
Instructional Contract				85,500	85,500	85,500
				105,012	105,012	105,012
Operating Expenditures	N/A	N/A	N/A	16,900	16,900	16,900
Capital Costs	N/A	N/A	N/A	4,000	4,000	4,000
Library Support	0	0	0	1,058	1,058	1,058
Physical Facilities	0	0	0	0	0	0
Information Technology				0	0	0
GRAND TOTAL PROPOSED EXPENDITURES				126,970	126,970	126,970
PROPOSAL REVENUE LESS EXPENDITURES				0	0	0

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

UNIVERSITY OF IDAHO

SUBJECT

One Card Services – US Bank National Association ND (US Bank)

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.I.3

BACKGROUND/DISCUSSION

The University of Idaho (UI) utilizes a one-card program which provides an easy payment and processing method for small dollar transactions and travel. Currently, that program has been contracted to US Bank through a Request for Proposal process resulting in an agreement effective November 1, 2004 for an initial three year term with options to renew for an additional five one-year renewal options.

A new Request for Proposal process would be required in 2012 with the expiration of the current agreement. The current US Bank revenue share is anticipated to be \$117,612. It was determined that the program was efficient and effective. The revenue sharing elements in this competitive environment significantly improve through increased aggregation of volume. The University's examination of competitively awarded agreements undertaken by two purchasing consortiums and the Division of Purchasing was conducted. After careful review, it was determined that the Higher Education Card Consortium (HECC) program lead by the California University system provided the best opportunity and greatest service to the University of Idaho. Subsequent clarifications and interviews were conducted with US Bank.

The agreement provides an exclusive relationship over an initial term of five years with options to renew for an additional five years.

The one-card program provides service and payment processing for small item purchases and authorized travel to approximately 1,500 cardholders. Optional expansion programs which the University may decide to participate in the future include a fleet card and a corporate card program.

IMPACT

The initial term of this agreement is from July 1, 2011, through April 30, 2016, with optional renewals for a total of five additional years. Revenue share under current operational expectations is anticipated to be \$194,634 with enhancement opportunities. Over the ten year term, the University anticipates revenue shares in excess of \$2,000,000.

Total value of the contract over the full anticipated term is \$4,220,239.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

ATTACHMENTS

Attachment 1 – Proposed Contract

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

While the term of the consortium agreement is five years from the effective date, the University is joining this consortium part way into the year, so for UI the first year of the agreement is not a full year.

The UI Purchasing/Travel Card User Manual states that “the purpose of the Purchasing Card Program is to establish a more efficient, cost-effective method of purchasing and paying for small dollar transactions. The Program is designed to reduce department purchase orders, eliminate use of petty cash and personal funds reimbursed by a claim voucher.” The User Manual goes on to stipulate that “all purchases with this Card must comply with the guidelines in the University of Idaho’s Faculty-Staff Handbook (FSH), the UI Purchasing Card Manual, and other funding agency restrictions that may apply.” The User Manual specifically restricts, by category, items which cannot be purchased with the P-Card.

No individual card transaction may exceed \$5,000.

The University has identified US Bank’s Higher Education Card Consortium as a favorable provider of purchasing and payment processing services. The agreement also includes revenue sharing opportunities in the form of rebates on the basis of aggregate net annual charge volume or other transactional volume measures, which will offset the total cost of the contract to the University.

Staff recommends approval.

BOARD ACTION

I move to approve the agreement for One Card services between the University of Idaho and US Bank National Association ND, in substantial conformance to the form submitted to the Board as Attachment 1, and to authorize the University’s Director of Purchasing Services to execute the agreement on behalf of the Board.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**Corporate Card**

Designed to pay for company travel and entertainment (T&E) expenses such as airline tickets, hotels, car rentals and meals.

**Purchasing Card**

Designed to pay for frequently purchased items such as maintenance, repair and operating (MRO) goods.

**One Card**

Designed to meet the needs of every company's spending activity – combining the benefits of corporate and purchasing cards in a single card program to manage both T&E and procurement expenses.

Please ensure the following materials are included and/or completed prior to submitting the U.S. Bank Higher Education Card Consortium Application.

ENSURE the Application is complete and accurate

- Does the Application contain all required information?
- Is the Application signed?
- Has the U.S. Bank W9/ACH form been completed and sent as directed at the end of this Application?
- Along with this Application, please attach a copy of your most recent annual financial statement(s) according to the grid below. If the most recent annual financial statements are more than five (5) months old, please attach the most recent interim financial statements as well.

Anticipated Monthly Charge Volume	Financial Statements Required?	Years
=< \$50,000.00	Yes	1
\$50,000.01 - \$250,000.00	Yes	2
=> \$250,000.01	Yes	3

HELP us speed up the processing of your documents

- The signer's title must be the same and consistent on all pages.
- If you are unsure of the legal name of your organization or the signer's title, please verify by calling your Controller's office or discuss your options with your U.S. Bank representative. Variation or abbreviations of legal names cannot be accepted.

Send completed Applications and financial statements to your U.S. Bank Representative.

Thank You!

U.S. Bank Higher Education Card Consortium
Program Application

The creditor and issuer of U.S. Bank Cards is U.S. Bank National Association ND ("U.S. Bank").

SECTION 1 – PROGRAM MEMBER INFORMATION AND AUTHORIZATION

PROGRAM MEMBER'S LEGAL NAME

The Regents of the University of Idaho

DBA OR PROGRAM MEMBER NAME TO BE EMBOSSED ON CARD(S) (Limit to 21 letters and spaces.)

University of Idaho

FEDERAL TAX ID

82-6000945

PROGRAM MEMBER PHYSICAL ADDRESS (PO Box not acceptable)

702 Deakin Street

CITY

Moscow

STATE

Idaho

POSTAL CODE

83844-4244

CARD PROGRAM CONTACT NAME

Linda Keeney

CONTACT TITLE

Manager, Accounts Payable and Travel Services

CONTACT PHONE NUMBER

(208) 885-5379

CONTACT FAX NUMBER

(208) 885-5417

EMAIL ADDRESS

WEBSITE ADDRESS

www.uidaho.edu

NET ANNUAL SALES

\$ N/A

TOTAL ANNUAL BUDGET LESS PAYROLL

\$ 96 million

ANTICIPATED MONTHLY CHARGE VOLUME

\$ 1,250,000

AUTHORIZATION AND EXECUTION

Program Member certifies to U.S. Bank that the person executing this Application is authorized by Program Member in accordance with its organization rules and applicable law to bind the Program Member to this Application and has the authority to incur Debt in the name of the Program Member. Program Member has read, understood and agrees to this Application and U.S. Bank is entitled to act individually and collectively in reliance upon the authorizations and certifications set forth in this Application.

In witness whereof, Program Member has, by its authorized signer(s), executed this Application and agrees to the attached Agreement.

DATED THIS _____ DAY OF _____, 20 _____

SIGNATURE OF AUTHORIZED INDIVIDUAL

PRINTED NAME OF AUTHORIZED INDIVIDUAL

Christopher Johnson

PRINTED TITLE OF AUTHORIZED INDIVIDUAL

Director, Contracts and Purchasing Services

INDUSTRY CATEGORY: ☐ DELIVERIES ☐ MANUFACTURER ☐ SERVICES ☐ RETAIL ☐ WHOLESALE ☒ OTHER Education

TYPE OF ORGANIZATION:

☐ CORPORATION (PUBLIC) ☐ CORPORATION (PRIVATE) ☐ PARTNERSHIP ☒ GOVERNMENT ☐ LLC ☐ LLP☐ IF ANY OF THE ABOVE AND NON PROFIT ☐ OTHER _____IS THE PROGRAM MEMBER RATED BY DUN AND BRADSTREET (D&B)? ☒ YES ☐ NO

IF YES, D&B NUMBER

07-574-6271

If not rated by D&B, applications may be expedited by attaching a copy of Program Member's Business License, Certificate of Good Standing, Tax Return and/or filings with Secretary of State.

DOES THE PROGRAM MEMBER HAVE AN EXISTING RELATIONSHIP WITH U.S. BANK? ☒ YES ☐ NO

IF YES, WHAT TYPE OF RELATIONSHIP One Card

DOES THE PROGRAM MEMBER CONDUCT BUSINESS IN A FOREIGN COUNTRY?: ☒ YES ☐ NO

IF YES, LIST COUNTRIES AND NATURE OF BUSINESS CONDUCTED Travel

DOES THE PROGRAM MEMBER HAVE A FLEET OF 10+ VEHICLES FOR WHICH YOU PURCHASE FUEL/VEHICLE MAINTENANCE? ☒ YES ☐ NODOES THE PROGRAM MEMBER OWN OR OPERATE ITS OWN AIRCRAFT? ☐ YES ☒ NODOES THE PROGRAM MEMBER HAVE FREIGHT AND/OR SHIPPING EXPENSES GREATER THAN \$1 MILLION PER YEAR? ☐ YES ☒ NO

SECTION 2 – OPTIONAL FEATURES/SPECIAL PRODUCTS

PLEASE SELECT YOUR PROGRAM TYPE:

☐ CORPORATE CARD ☐ PURCHASING CARD ☒ ONE CARD

Please indicate by checking the boxes below any Optional Features and/or Special Products you would like to add to your HECC Card Program and check a box to indicate which card program the optional feature/special product will be associated with.

OPTIONAL FEATURES

<input type="checkbox"/> ATM Access/Cash Advance	<input type="checkbox"/> Corporate Card	<input type="checkbox"/> Purchasing Card	<input type="checkbox"/> One Card
<input type="checkbox"/> Convenience Checks (only upon approval by U.S. Bank)	<input type="checkbox"/> Corporate Card	<input type="checkbox"/> Purchasing Card	<input type="checkbox"/> One Card

SPECIAL PRODUCTS

<input type="checkbox"/> Managed Spend	<input type="checkbox"/> Corporate Card	<input type="checkbox"/> Purchasing Card	<input type="checkbox"/> One Card
<input type="checkbox"/> Non-plastic Accounts (a card is not issued)	<input type="checkbox"/> Corporate Card	<input type="checkbox"/> Purchasing Card	<input type="checkbox"/> One Card
<input type="checkbox"/> Central Billing Accounts*	<input type="checkbox"/> Corporate Card	<input type="checkbox"/> Purchasing Card	<input type="checkbox"/> One Card

* Please note that all Central Billing Accounts are Corporate Liability with central billing.

ANTICIPATED ANNUAL CHARGE VOLUME		NUMBER OF CARDHOLDERS	
\$	CORPORATE CARD		CORPORATE CARD
\$	PURCHASING CARD		PURCHASING CARD
\$ 16, 000,000	ONE CARD	1,500	ONE CARD
\$	MANAGED SPEND		MANAGED SPEND
\$	CENTRAL BILLING ACCOUNTS		CENTRAL BILLING ACCOUNTS

SECTION 3 – LIABILITY OPTION (CORPORATE CARD ONLY)

Please select the required liability option for your Cards. This selection is subject to approval by U.S. Bank.

☒ Corporate Liability – NOTE: *Central Billing is only available with Corporate Liability.* ☐ Joint and Several Liability ☐ Contingent Liability

SECTION 4 – BILLING METHOD

Please select your preferred billing option. Each option is described in the attached Agreement. U.S. Bank reserves the right to modify this selection based on Company qualification. The standard billing option is monthly.

Corporate Card

☐ Biweekly Billing Cycle - Central Billing *Corporate Liability only*
☐ Monthly Billing Cycle - Central Billing *Corporate Liability only*
☐ Monthly Billing Cycle - Individual Billing

Purchasing Card

☐ Biweekly Billing Cycle - Central Billing
☐ Monthly Billing Cycle - Central Billing

One Card

☒ Biweekly Billing Cycle - Central Billing
☐ Monthly Billing Cycle - Central Billing
☐ Monthly Billing Cycle - Individual Billing

SECTION 5 – PROGRAM MEMBER LOGO

Check "Yes" to add your Program Member's logo to your Cards. There is a setup fee of three hundred dollars (\$300.00) for this option. By sending your logo to U.S. Bank you represent and warrant that Program Member has the right to use the logo and you agree to protect and indemnify U.S. Bank against any claim of impermissible use.

☒ Yes ☐ No

SECTION 6 – USA PATRIOT ACT NOTIFICATION

In order to comply with the requirements of the USA PATRIOT Act, U.S. Bank may require Program Member, Participant(s) and Cardholder(s) to provide legal entity names, street addresses, taxpayer identification numbers and other information that will allow U.S. Bank to identify each prior to establishing Accounts under or in connection with this Application. U.S. Bank reserves the right to require that Program Member, Participant(s), and Cardholder(s) promptly provide to U.S. Bank sufficient identification documents upon request and in connection with USA PATRIOT Act compliance.

In addition, Program Member must submit a copy of one (1) of the following documents in connection with the processing of this Application:

☐ Articles of Incorporation/Organization Trust Instrument ☐ Government issued business license ☐ Partnership, LLC Agreement or Bylaws

FOR U.S. BANK USE ONLY

DATE OF OFAC		SEARCHED BY		BANKER'S EMPLOYEE ID
CPS SALES	TM	IPM	AM	
Corporate Card <input type="checkbox"/> Biweekly Billing Cycle - Central Billing <i>Corporate Liability only</i> <input type="checkbox"/> Monthly Billing Cycle - Central Billing <i>Corporate Liability only</i> <input type="checkbox"/> Monthly Billing Cycle - Individual Billing		Purchasing Card <input type="checkbox"/> Biweekly Billing Cycle - Central Billing <input type="checkbox"/> Monthly Billing Cycle - Central Billing		One Card <input type="checkbox"/> Biweekly Billing Cycle - Central Billing <input type="checkbox"/> Monthly Billing Cycle - Central Billing <input type="checkbox"/> Monthly Billing Cycle - Individual Billing

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HECC PROGRAM TERMS AND CONDITIONS

The U.S. Bank Higher Education Card Consortium Program Application Terms and Conditions (the “**Agreement**”) is entered into by U.S. Bank National Association ND (“**U.S. Bank**”) and the entity signing the Application as “**Program Member**” to participate in the U.S. Bank Higher Education Card Consortium Program (the “**HECC Program**”), through the use of a Corporate Card, Purchasing Card and/or One Card. This Agreement supersedes any previous and like agreements with Program Member.

Institutions and entities that are eligible to participate in the HECC Program include any public or private colleges, universities, or other institutions of higher learning within the United States; any K-12 educational institutions within the United States; and school districts or other groups or administrative entities, affiliates or non-profit organizations associated with a Program Member. Program Members may participate in this Agreement upon credit approval by U.S. Bank and upon the signing and submission of a properly completed Application.

1. **EFFECTIVE DATE.** This Agreement shall become effective upon approval by U.S. Bank of (1) Program Member’s creditworthiness and (2) this Application and Agreement. The “**Effective Date**” of this Agreement shall be the date the Application is signed by Program Member.
2. **SCOPE OF HECC PROGRAM.** The HECC Program may be used by Program Member, Program Member’s Participants, if any, and their collective Cardholders, and it is comprised of the three business purpose charge cards (“**Card**” or “**Cards**”) described below. In the Application portion of this Agreement, Program Member may request one or more of the following three products.

	U.S. Bank Corporate Card	U.S. Bank Purchasing Card	U.S. Bank One Card
Purpose	Used for charging business expenses related to travel and entertainment whether or not a Card is issued.	Used for charging goods and services related to business activities whether or not a Card is issued.	Used for charging (1) business expenses related to travel and entertainment and (2) goods and services related to business activities whether or not a Card is issued.

Upon approval of this Application, U.S. Bank will issue Cards and establish Accounts for Program Member. While this Agreement is in effect, U.S. Bank may also issue Cards and establish Accounts for any of Program Member’s subsidiaries and affiliates, provided that U.S. Bank approves such participation. Such subsidiaries and affiliates are known as “**Participants**”. Program Member may designate Participants by providing to U.S. Bank a list, in writing, of the legal entity names of the subsidiaries and affiliates that are approved by Program Member for participation in the HECC Program. Program Member may exclude any Participant or employee from the HECC Program by providing written notice to U.S. Bank. Program Member shall designate which employees should receive Cards (“**Cardholders**”) and/or be issued Account numbers. All Accounts and Cards issued are only for business purposes and will be subject to the terms of this Agreement and any Cardholder Agreement provided to Cardholder. The Cardholder Agreement may be amended from time to time without notice to the Cardholder, however Cardholder will receive notification of any material change to the Cardholder Agreement that affects the Cardholder’s rights or obligations. “**Account**” means any account established by U.S. Bank pursuant to this Agreement in the name of Program Member, Participants and/or Cardholders, to which Debt is charged, regardless of whether or not a Card is issued. “**Debt**” means all amounts charged to an Account including without limitation all amounts related to charges that are owed to U.S. Bank by Program Member, its affiliates, Participants and/or Cardholders. “**Association**” means, collectively, the entities that govern commercial card issuance, including, without limitation, Visa® Inc., MasterCard® USA, and MasterCard® International. “**Visa**” shall mean Visa® Inc. “**MasterCard**” shall mean, collectively, without limitation, MasterCard® USA, Inc. and/or MasterCard® International.

3. **BILLING.** A summary of the billing options available to Program Member for each card product is shown below.

	U.S. Bank Corporate Card	U.S. Bank Purchasing Card	U.S. Bank One Card
Billing Options	Central Billing or Individual Billing	Central Billing	Central Billing or Individual Billing
Billing Cycles	Monthly or Biweekly for Central Billing; Monthly for Individual Billing	Monthly or Biweekly	Monthly or Biweekly Monthly for Individual Billing

Note: Central Billing is only available with Corporate Liability.

Program Member must make payment to U.S. Bank using Autopay (ACH Debit) or another electronic payment method approved by U.S. Bank. Based upon the billing option selected by Program Member, U.S. Bank will send Program Member, Participant or Cardholder a periodic billing statement (“**Statement**”), which will itemize all transactions for the billing period. The amount shown on the Statement as the amount due (“**Amount Due**”) shall be due and payable in U.S. Dollars within the Payment Term. “**Billing Cycle**” means the time period from when a Statement is generated until the next Statement is generated. “**Payment Term**” means the time period after the end of a Billing Cycle and before the Amount Due must be received by U.S. Bank.

- 3.1. **Billing Cycles.** Biweekly and Monthly Billing Cycles are available to Program Member, depending on the Card product and billing option selected by Program Member.
 - 3.1.1. **Biweekly Billing Cycle.** All transactions are billed every fourteen (14) days. Program Member or Participant will receive Statements at the conclusion of each Billing Cycle for all Cardholder or Central Billing Account transactions. Payment for all Accounts under this option have a seven (7) day Payment Term.
 - 3.1.2. **Monthly Billing Cycle.** All transactions are billed on the same day every month (“**Cycle Date**”).
- 3.2. **Billing Options.** Central and Individual Billing are available to Program Member, depending on the card product and billing cycle selected by Program Member and subject to approval by U.S. Bank.
 - 3.2.1. **Central Billing.** U.S. Bank sends Statements on all Accounts directly to Program Member or Participant for payment to U.S. Bank. Program Member or Participant shall pay the Amount Due to U.S. Bank within the fourteen (14) day Payment Term. Central Billing is only available with Corporate Liability.
 - 3.2.2. **Individual Billing.** U.S. Bank sends Statements on all Accounts directly to Cardholders. Program Member subsequently acknowledges its responsibility for ensuring the Amount Due is paid within the Payment Term of twenty-five (25) days after the Cycle Date. Cardholder or Program Member shall pay the Amount Due to U.S. Bank within the twenty-five (25) day Payment Term.
- 3.3. **Reporting.** Each Program Member shall have access to its own data. California State University shall also have access to summary level data on total spend for all Program Members. In no event shall U.S. Bank share with California State University any confidential data of Program Member or any data that would identify Program Member to California State University.

4. **LIABILITY.** U.S. Bank provides a variety of liability options, as shown below, upon approval by U.S. Bank.

	U.S. Bank Corporate Card	U.S. Bank Purchasing Card	U.S. Bank One Card
Liability Options	Corporate Liability, or Joint and Several Liability, or Contingent Liability	Corporate Liability only	Corporate Liability only

- 4.1. **Corporate Liability.** Program Member is solely liable to U.S. Bank for all billed transactions.
- 4.2. **Joint and Several Liability.** Program Member and the Cardholder are jointly and severally liable to U.S. Bank for all billed transactions.
- 4.3. **Contingent Liability.** The Cardholder is liable to U.S. Bank for all billed transactions. Program Member has contingent liability, which means Program Member is liable for any billed transactions that are legitimate business charges and have not been previously reimbursed by Program Member to the Cardholder.
- 4.4. **Liability Exceptions.** Program Member may be liable for all billed transactions, regardless of liability option selected, in the following circumstances.
- 4.4.1. **Liability for Cardholders or Accounts Outside of the United States and Canada.** Corporate Liability will apply to any Cards or Accounts issued to Cardholders or Account users outside of the United States and Canada.
- 4.4.2. **Failure to Notify.** Failure by Program Member to provide necessary notice or information to U.S. Bank required by Section 8, below, may result in Program Member's liability for all transactions on such Cards and Accounts. Such liability is limited to the period of time from when notification should have been received to when notification is actually received, and to only those transactions that U.S. Bank cannot either charge back to the merchant or collect directly from the Cardholder.
5. **LIABILITY WAIVER.** Program Member and Participants are protected by either the Visa Liability Waiver Protection Program or the MasterCard MasterCoverage® Liability Protection Program (collectively, the "**Association Program**"), depending on which Association governs Program Member's HECC Program. In the event of fraudulent use of a Card or Account, provided that Program Member or Participant promptly notifies U.S. Bank of the fraudulent activity and complies with the terms and conditions of the Visa Liability Waiver Protection Program or MasterCard MasterCoverage Liability Protection Program, the Association Program may assume liability for the resultant loss. Program Member and Participant acknowledge and agree that liability waiver benefits are subject to Association rules, restrictions, limitations and exclusions and to the specific Association Program and related terms (including, but not limited to the amount of coverage). The Association Program is provided by the Associations and is not governed, administered or underwritten by U.S. Bank.
6. **DELINQUENCY.** If the Amount Due has not been paid by Program Member, Participant or the Cardholder within the Payment Term, any unpaid portion of the Amount Due will be shown on subsequent Statements as the "**Past Due Amount.**" U.S. Bank has the right to (a) bill a Delinquency Fee on all delinquent Accounts as specified in Section 9.2 below; (b) suspend or cancel any Account that is delinquent for two (2) or more Billing Cycles; and (c) recover any legal fees and/or other expenses incurred in collecting any delinquent amount on any Account.
7. **DISPUTED BILLINGS.** All disputes about charges or billings must be communicated in writing to U.S. Bank at the address provided on the Statement. U.S. Bank must receive written notification of a dispute within sixty (60) days after the date on the Statement on which the disputed or allegedly incorrect transaction first appeared. Association regulations govern the resolution of all billing disputes.
8. **CLOSED, LOST OR STOLEN CARDS AND COMPROMISED ACCOUNTS.** Program Member or Participant shall immediately notify U.S. Bank by telephone at 800-344-5696 or in writing addressed to U.S. Bank, PO Box 6343, Fargo, ND 58125-6343 in the event of (a) termination of employment of any Cardholder and/or termination of Cardholder's access to the HECC Program; (b) any cancelled Card or closed Account; (c) any lost or stolen Card or compromised Account; or (d) any compromised information regarding Cards, Accounts or other sensitive data including, but not limited to Account numbers, personal identification numbers, passwords, or Cardholder information. Program Member or Participant will provide to U.S. Bank any information requested by U.S. Bank with respect to such Cards and/or Accounts. Program Member, Participant and Cardholders will not be liable for unauthorized charges that occur after notification to U.S. Bank of the loss, theft, or possible unauthorized use of such Card and/or Accounts. In any case, Cardholder's liability will not exceed fifty U.S. Dollars (\$50.00).
9. **FEES.** Program Member will pay the following fees (collectively "**Fees**") in connection with the HECC Program.
- 9.1. **NSF Fee.** U.S. Bank may charge a non-sufficient funds fee ("**NSF**") of fifteen U.S. Dollars (\$15.00) for any returned payment on an Account.
- 9.2. **Delinquency Fees.** If a Purchasing Card or One Card Account is not paid in full within the Payment Term U.S. Bank may charge a delinquency fee ("**Delinquency Fee**") of (a) one percent (1%) of the Past Due Amount not paid by the second Billing Cycle, and (b) two and one half percent (2.5%) of the Past Due Amount not paid by each subsequent Billing Cycle. The minimum Delinquency Fee on any Purchasing Card or One Card Account is two U.S. Dollars (\$2.00). If a Corporate Card Account is not paid in full within the Payment Term U.S. Bank may charge a Delinquency Fee of two and one half percent (2.5%) of the entire Past Due Amount for each Billing Cycle in which the Corporate Card Account is not paid in full. The minimum Delinquency Fee for any Corporate Card Account is two dollars (\$2.00).
- 9.3. **Foreign Transaction Fees.** U.S. Bank currently charges a two and one half percent (2.5%) foreign transaction fee ("**Foreign Transaction Fee**") for any transaction that takes place outside the United States that is not in U.S. Dollars. U.S. Bank reserves the right to raise the fee with sixty (60) days prior written notice to Program Member.
- 9.4. **Logo Embossing.** U.S. Bank may charge a one-time fee of three hundred U.S. Dollars (\$300.00) to set Program Member's or Participant's logo on the Card. A two-week delay may occur with Card issuance and implementation. By sending a logo to U.S. Bank for embossing, Program Member represents and warrants that Program Member has the right to use such logo. Program Member will be responsible for verification of logo design, will hold U.S. Bank harmless from any usage of such logo on any Card and agrees to indemnify U.S. Bank against any claim of infringement or impermissible use.
- 9.5. **Travel Accident Insurance.** Common Carrier Travel Accident Insurance with a benefit amount of two hundred fifty thousand U.S. Dollars (\$250,000.00) is provided at no charge in connection with the HECC Program. Program Member or Participant must notify U.S. Bank of the use of Central Billing Accounts for booking of travel to ensure appropriate insurance coverage is in place.
10. **CONFIDENTIALITY.** The HECC Program is a unique service involving proprietary information of U.S. Bank. Program Member and Participants each agree that the HECC Program reports, manuals, documentation, systems, processes and related materials (whether or not in writing) are confidential and will be circulated only to employees and agents of Program Member and Participants, and only to the extent necessary for Program Member and Participants to participate in the HECC Program. U.S. Bank agrees that it will maintain all non-public data relative to Program Member and Participants and all Account(s) as confidential information. U.S. Bank agrees to use the data regarding Program Member and Participants only to provide services to Program Member and Participants and will not release the information to any other party, provided, however, that U.S. Bank must disclose Account, Cardholder, Program Member, Participant and/or transaction information to the applicable Association governing this HECC Program, third-party service providers, merchants, merchant processors, and legal, law enforcement or regulatory authorities. U.S. Bank may collect, maintain and, at its option, disseminate information and data concerning charge activity of Program Member and Participants

provided that such data does not contain any direct or indirect identification of Program Member or Participants. The parties agree to take all reasonable steps to safeguard proprietary information and not to release such information to any person or party not essential to participation in the HECC Program. Notwithstanding the above, as Administrator of the HECC Program, representatives of California State University will receive a periodic summary of each Program Member's and Participant's summary level data on total spend. In no event shall U.S. Bank share with California State University any confidential data of Program Member or any data that would identify Program Member to California State University.

- 11. TERM, TERMINATION AND SUSPENSION.** This Agreement will remain in effect for five (5) years from the Effective Date and will continue thereafter until terminated in accordance with this Section 11. After the conclusion of the initial five (5) year period, either party may terminate this Agreement without cause at any time upon ninety (90) days prior written notice to the other party. Any such written notice of termination must state the effective date of termination. All Cards and Accounts shall be canceled as of the effective date of termination.
- 11.1. Termination for Cause by Either Party.** Either party may terminate this Agreement immediately at any time by written notice to the other party upon any of the following events: (a) dissolution or liquidation of the other party or the other party's parent company; (b) insolvency of, the filing of a bankruptcy or insolvency proceeding with respect to, or the appointment of a receiver or trustee for benefit of creditors of the other party or parent thereof, or the entering by the other party into any other similar proceeding or arrangement for the general benefit of its creditors; (c) any failure to perform a material obligation of this Agreement; (d) if any material statement, representation or warranty of a party, its affiliates or parent at any time furnished to the other party is untrue in any material respect when made; or (e) a material breach of any other agreement entered into by the parties.
- 11.2. Termination for Cause by Program Member.** Program Member may terminate this Agreement at any time by providing ten (10) days prior written notice to U.S. Bank upon any of the following events: (a) U.S. Bank's reduction of Program Member's PCL or ACLs, as defined in Section 15, has materially and adversely affected Program Member's utilization of any card product or the HECC Program; (b) Program Member's governing body does not appropriate funds sufficient for the continuation of the HECC Program, or (c) U.S. Bank's failure to reasonably perform in accordance with a material term of any written proposal or presentation provided to Program Member by U.S. Bank in contemplation of this Agreement, provided that Program Member has worked with U.S. Bank to develop a sixty (60) day action plan to ensure U.S. Bank's performance materially complies with any aforementioned proposal or presentation, and U.S. Bank has failed to successfully complete all deliverables agreed to in such action plan.
- 11.3. Termination for Cause by U.S. Bank.** U.S. Bank may terminate this Agreement at any time by providing ten (10) days prior written notice to Program Member upon any of the following events: (a) Program Member merges, sells or otherwise transfers all or substantially all of its assets, causing a material change to Program Member's business or financial condition; (b) a material adverse change in the business prospects or financial condition of Program Member; or (c) the overall relationship is unprofitable for U.S. Bank, provided that U.S. Bank has worked with Program Member to develop a sixty (60) day action plan to return the relationship to profitability, and Program Member has failed to successfully complete all deliverables agreed to in the action plan.
- 11.4. Effect of Termination.** Upon termination of this Agreement for any reason, Program Member and Participants shall destroy all Cards and return any and all of U.S. Bank's confidential or proprietary information to U.S. Bank. Program Member will remain liable for all Debt incurred or arising from the use of a Card or Account prior to the termination date. Upon cancellation of an Account or termination of this Agreement, Program Member, Participants or Cardholder will cancel the billing of all reoccurring transactions to an Account ("**Trailing Transactions**"). Notwithstanding the selected liability option, Program Member is solely liable to U.S. Bank for all Trailing Transactions. U.S. Bank may suspend any Card and/or Account at any time for any reason. Rights, obligations and liability that arise prior to the suspension or termination of this Agreement, shall survive the suspension or termination of this Agreement.
- 12. LIMITATION OF LIABILITY.** IN NO EVENT SHALL PROGRAM MEMBER OR ANY PARTICIPANT, U.S. BANK OR ANY AFFILIATE OF U.S. BANK BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, SPECIAL, INDIRECT, OR PUNITIVE DAMAGES OF ANY NATURE.
- 13. WARRANTIES.** Each party represents and warrants to the other that (a) this Agreement is valid, binding and enforceable; (b) the execution of this Agreement and the performance of each party's obligations are within such party's powers and have been authorized by all necessary action; and (c) the execution of this Agreement does not constitute a breach of any other agreement or duty arising in law or equity. Program Member represents and warrants to U.S. Bank that (a) all information provided to U.S. Bank is true, complete and accurate, and Program Member has authority to provide such information and complete the Application; (b) Program Member has and continues to comply with all applicable laws, rules, regulations and requirements of governmental authorities related to the use of the Card and participation in the HECC Program; and (c) Program Member possesses the financial capacity to perform all of its obligations under this Agreement at the Effective Date and upon each transaction or use of a Card or Account during the term of this Agreement. Any breach of this Section 13 shall constitute a material breach of this Agreement and, upon written notice, the non-breaching party may immediately terminate this Agreement. EXCEPT AS EXPRESSLY PROVIDED HEREIN, U.S. BANK MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND OF MERCHANTABILITY, EITHER TO PROGRAM MEMBER OR TO ANY OTHER PERSON IN CONNECTION WITH THIS AGREEMENT.
- 14. FINANCIAL INFORMATION.** Since this Agreement is for an extension of credit with a financial institution and not a vendor services agreement, Program Member shall provide information as requested by U.S. Bank to perform periodic credit reviews. Unless such information is publicly available or available through U.S. Bancorp (the parent company of U.S. Bank) or any of its subsidiaries, Program Member shall either provide: (i) if Program Manager anticipates monthly charge volume of equal to or less than \$50,000.00, last years annual financial statements, or (ii) if Program Member anticipates monthly charge volume of greater than \$50,000.00 but less than \$250,000.00, the last two (2) years of annual financial statements, or (iii) if Program Member anticipates monthly charge volume of greater than \$250,000.00, the last three (3) years of annual financial statements. If the initial set of financial statements is older than five (5) months when provided, Program Member must also provide interim financial statements. Annually thereafter, as soon as available and in any event not later than one hundred twenty (120) days after the end of each fiscal year of Program Member, Program Member must provide the previous years financial statements. U.S. Bank prefers audited financial statements that have been prepared by Program Member's independent certified public accountant. In the event U.S. Bank requires additional information to conduct its review of Program Member, Program Member agrees to provide to U.S. Bank such other information regarding the business, operations, affairs, and financial condition of Program Member as U.S. Bank may reasonably request. Such information may include, but is not limited to, quarterly financial statements, organizational charts, executive biographies and other formal documentation.
- 15. AGGREGATE PRODUCT CREDIT LIMIT AND ACCOUNT CREDIT LIMITS.** Subject to credit approval by U.S. Bank, an Account Credit Limit (an "**ACL**") for each Account and an Aggregate Product Credit Limit (the "**PCL**") for all Accounts shall be established by U.S. Bank pursuant to this Agreement.
- 15.1. Revising the PCL.** U.S. Bank, at its sole discretion, shall have the right to revise the PCL. U.S. Bank shall provide notice to Program Member of any decrease in the PCL which results in a revised PCL that is lower than the aggregate current amount outstanding on all Accounts. Upon such event, Program Member shall have ten (10) days to make a payment to U.S. Bank that is sufficient to reduce the aggregate current amount outstanding to an amount that is equal to or less than the revised PCL.
- 15.2. Revising ACLs.** U.S. Bank, at its sole discretion, shall have the right to revise any ACL.
- 15.2.1. Program Member Accounts.** U.S. Bank shall provide notice to Program Member of any decrease in an ACL which results in a revised ACL that is lower than the aggregate current amount outstanding on the Account. Upon such event, Program Member shall have ten (10) days to make a payment to U.S. Bank on the Account that is sufficient to reduce the aggregate current amount outstanding for such Account to an amount that is equal to or less than the revised ACL.
- 15.2.2. Cardholder Accounts.** U.S. Bank, at its sole discretion, shall have the right to revise any ACL and/or limit spending activity on any Cardholder Account.

15.2.3. Fraudulent Activity. U.S. Bank may temporarily revise any ACL and/or limit spending activity on any Account for which fraudulent activity is suspected.

- 16. CHANGE IN TERMS OF THE AGREEMENT.** U.S. Bank may change the terms of this Agreement at any time by giving Program Member written notice. If permitted by applicable law, the changes will apply to existing Account balances as well as future transactions. If Program Member refuses to accept the changes, Program Member must notify U.S. Bank in writing within ninety (90) days from the date of the notice that Program Member refuses to accept the changes and elects to terminate this Agreement. Should Program Member elect to terminate this Agreement pursuant to this Section, all Debt outstanding shall become due and payable by Program Member to U.S. Bank, according to the terms of the existing Agreement. Program Member will also be responsible for ensuring the destruction of all Cards.
- 17. MERCHANT CATEGORY CODES.** U.S. Bank will implement standard charge authorization procedures designed to prevent or restrict usage of Cards or Accounts for purchases based on merchant category code ("**MCC**"). Program Member or Participant may modify its respective standard MCC restrictions at any time upon written notice to U.S. Bank. MCC restrictions do not apply to Cash Advance transactions. U.S. Bank has no liability for transactions declined or approved contrary to the intent of Program Member. MCC restriction capabilities are limited to the extent accurate MCC data regarding the transaction authorization request is received and the accurate designation of such MCC by the Association and merchant. MCC designation is determined by the Association and the merchant.
- 18. OPTIONAL FEATURES/SPECIAL PRODUCTS.** Upon request by Program Member or Participant and approval by U.S. Bank, Program Member and Participants may utilize Optional Features/Special Products provided in connection with this HECC Program. U.S. Bank or a third-party service provider may make such services available to Program Member and Participants. Program Member and Participants agree to the terms of such services, including, but not limited to, granting authority to disclose HECC Program data of Program Member, Participant and Cardholder to such third-party service provider, as provided by any ancillary service agreement, addendum or schedule. Optional Features/Special Products available to Program Member are described in Addendum A of this Agreement.
- 19. EXCLUSIVITY.** The Parties acknowledge and agree that U.S. Bank shall be the sole provider to Program Member of the Card Products and Optional Features/Special Products selected under this Agreement.
- 20. REGISTERED MARKS AND TRADEMARKS.** Neither party has any right, title or interest, proprietary or otherwise, in or to any name, logo, copyright, service mark or trademark owned or licensed by the other party.
- 21. NOTICES.** Except for written notices between U.S. Bank and Program Member or Participant relating to the status of individual Cards, all notices, requests and other communication will be directed to Program Member at the address on the Application attached hereto, or to U.S. Bank at Corporate Payment Systems, 200 South Sixth Street, Minneapolis, MN 55402. Unless otherwise specified herein, all notices, requests and other communication provided for hereunder must be in writing, postage prepaid, hand delivered or by any electronic means approved by U.S. Bank. Either party may change its notification address by written notice to the other.
- 22. GOVERNING LAW.** The validity, interpretation and performance of this Agreement will be controlled by and construed under the laws of the state in which Program Member is primarily located, without giving effect to the conflict of law principles thereof, and applicable federal laws.
- 23. NOTICE TO OHIO RESIDENTS.** The Ohio laws against discrimination require that all creditors make credit equally available to all creditworthy customers, and that credit reporting agencies maintain separate credit histories on each individual upon request. The Ohio Civil Rights Commission administers compliance with this law.
- 24. EMPLOYMENT OF AGENTS.** U.S. Bank may, in its sole discretion, employ affiliates or subsidiaries of U.S. Bank as its agents to perform part or all of its obligations under this Agreement at any time without the consent of Program Member, provided, however, that such action shall not affect its obligations to Program Member hereunder.
- 25. PROGRAM ADMINISTRATOR.** Program Member and/or Participants shall designate a representative to serve as the primary point of contact with U.S. Bank. Such representative shall be trained and have thorough knowledge of the HECC Program and shall be authorized to provide U.S. Bank with the information necessary to the HECC Program.
- 26. ASSIGNMENT.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns, provided, however, that this Agreement may not be assigned by Program Member without the prior written approval of U.S. Bank.
- 27. CUSTOMER SERVICE.** Program Member, Participant or Cardholder may contact U.S. Bank customer service center twenty-four (24) hours a day, seven (7) days per week at 800-344-5696 for HECC Program customer service.

ADDENDUM A – OPTIONAL FEATURES/SPECIAL PRODUCTS

As part of the HECC Program, the optional features and special products listed in Section 5 of the Application (“**Optional Features/Special Products**”) may also be available to Program Member or Participant, upon approval by U.S. Bank. The terms and conditions shown below apply to the Optional Features/Special Products.

1. Optional Features

- 1.1. **ATM Access/Cash Advances. “Cash Advance”** means an amount of money advanced, in the form of cash or check, and charged to an Account. U.S. Bank provides access to Cash Advances through owned and participating bank Automated Teller Machines and Association member offices. If Program Member elects to use Cash Advances, U.S. Bank will establish predetermined Cash Advance limits for Cardholders, either as a group or individually. U.S. Bank reserves the right to suspend or terminate Cash Advance access for Cardholders, either as a group or individually, in the event U.S. Bank determines that continued access presents a risk of loss or liability to U.S. Bank or Program Member.
- 1.2. **Convenience Checks. “Convenience Check”** means a draft drawn against an Account by the Cardholder for purchases. U.S. Bank can issue Convenience Checks to Cardholders designated by Program Member. Replenishment of Convenience Checks will occur upon request by the Cardholder, subject to the Cardholder’s Account status and cash availability. Convenience Check transactions are posted to the Cardholder Statement as a Cash Advance. U.S. Bank reserves the right to suspend or terminate Convenience Check access for Cardholders, either as a group or individually, in the event U.S. Bank determines that continued access presents a risk of loss or liability to U.S. Bank or Program Member. The following limitations apply to Convenience Checks:
 - 1.2.1. **Authorization.** There is no authorization process associated with the use of Convenience Checks. At the time of purchase, U.S. Bank is unable to verify the authenticity of the signature on a Convenience Check or the identity of the person signing the Convenience Check. U.S. Bank cannot restrict the use of Convenience Checks to specific Merchant Category Codes.
 - 1.2.2. **Disputes.** Use of Convenience Checks and disputes arising therefrom are not covered by Association regulations. Other than the fraudulent use of a Convenience Check by an individual other than the Cardholder, which is governed by the applicable law pertaining to negotiable instruments, no dispute rights apply to the use of a Convenience Check to make a purchase.
 - 1.2.3. **Returned Checks.** U.S. Bank reserves the right to return a Convenience Check unpaid to the payee if (i) the amount of the Convenience Check exceeds the Cardholder’s Cash Advance limit or (ii) U.S. Bank determines that honoring the check presents a risk of loss or liability to U.S. Bank or Program Member.
 - 1.2.4. **Limitation of Liability.** U.S. Bank is not liable for any damages resulting from U.S. Bank’s refusal to honor a Convenience Check presented for payment.

2. Special Products

- 2.1. **U.S. Bank Managed Spend Card.** The U.S. Bank Managed Spend Card is a specialized corporate liability card designed for use by Program Members or Cardholders to charge business related goods and services. Program Member may also elect to have Managed Spend Cards issued to family members of relocating employees. Unless requested for a different duration, Managed Spend Cards have a term of twelve (12) to thirty-six (36) months. U.S. Bank also provides Managed Spend Central Billing Accounts, which can also be used for business or relocation expenses. Based on the credit worthiness of Program Member and/or its Cardholder, U.S. Bank, at its sole discretion, shall establish a credit limit of no less than five hundred U.S. Dollars (\$500.00). The Managed Spend Card, which is always corporate liability, carries all other terms of the HECC Program with which it is aligned unless otherwise stated herein.
- 2.2. **Central Billing Account.** Central Billing Account means any Account used for consolidating transactions from one or more Accounts for billing purposes.

3. **Optional Features/Special Products Fees.** The fees shown below may apply to the use of Cash Advances and Convenience Checks. All fees shown are in U.S. Dollars.

Cash Advance Fees	
Transaction Fee	2.5% (Minimum \$2.00)

Convenience Check Fees	
Transaction Fee	2.5% (Minimum \$2.00)
Returned Check Fee	\$15.00
Stop Payment Fee	\$15.00
Check Copy Fee	\$5.00

4. **Aggregate Volume Rebate.** Program Member will take part in the HECC Program with other Program Members in which charge volumes will be aggregated for rebate calculation purposes according to the terms of this Agreement.

ADDENDUM B – PROGRAM MEMBER REVENUE SHARE OPPORTUNITIES

A. Corporate Card Revenue Share.

1. Terminology

- a. **“Account”** means any account number to which charges and payments may be posted. This includes Corporate Cards and any Non-plastic Accounts, Central Billing Accounts and Managed Spend Cards associated with Corporate Cards.
- b. **“Aggregate Net Annual Charge Volume”** means the aggregate of all charges set forth on the Statements furnished for all Accounts of Program Member, including Program Member’s Participants, if any, and all other Program Members for whom the sum of the Entity Net Annual Charge Volume plus the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) for each Agreement Year. Program Members include California State University and any other entity joining the HECC Program through a U.S. Bank Commercial Card Master Agreement or Higher Education Card Consortium Program Application.
- c. **“Agreement Year”** means a twelve (12) month period beginning April 1, 2010.
- d. **“Average Transaction Size”** means the Entity Net Annual Charge Volume divided by the number of purchase transactions during each Agreement Year. A purchase transaction is a debit point of sale purchase transaction.
- e. **“Charge-off”** means any amount due and owing to U.S. Bank or its Affiliates by Program Member that remains unpaid for one hundred fifty (150) days after the date that it was first billed.
- f. **“Entity Net Annual Charge Volume”** means all charges set forth on the Statements furnished for all Accounts of a Program Member and its Participants, if any, less Fees, Cash Advances, Convenience Checks, Fraudulent Charges, chargebacks, charges qualifying for large transaction interchange rates and amounts Charged-off by U.S. Bank with respect to such Accounts as uncollectible for each Agreement Year.
- g. **“File Turn Days”** means the number of days from the date U.S. Bank funds a charge transaction to the date payment for that transaction is posted, inclusive of the beginning and ending dates.
- h. **“File Turn Days Payment Performance”** means the average speed of repayment of charges made for each Agreement Year.
- i. **“Fraudulent Charges”** means those charges which are not initiated, authorized or otherwise requested by Program Member, a Participant and/or a Cardholder by any means (electronic, telephonic or written) and do not directly or indirectly benefit Program Member, a Participant and/or a Cardholder.
- j. **“Large Ticket Volume”** means only those charges which the Association has determined qualify for large ticket interchange rates and which are processed by the Association using large ticket interchange rates, less credits, for each Agreement Year. To qualify for large ticket interchange rates, (1) the transaction must be over a specified U.S. Dollar amount as agreed to by the Association and each merchant, (2) the transaction must pass through the Association with associated transactional data as agreed to by the Association and each merchant, and (3) the merchant must be signed up as a participant through their Acquirer in the large ticket program offered by the Association. All other charges and all amounts related to fees, cash advances, Fraudulent Charges, chargebacks and Charge-offs are excluded from Large Ticket Volume.
- k. **“Revenue Share”** means the combination of the Performance Rebate, the Aggregate Program Rebate, the Transaction Size Rebate, and the Volume Rebate.
- l. **“Total Rebate Percentage”** means the sum of the Performance Rebate Percentage, the Aggregate Program Rebate Percentage, the Transaction Size Rebate Percentage, and the Volume Rebate Percentage.

2. Revenue Share Conditions.

- a. **Revenue Share Payment.** The first Revenue Share payment pursuant to this Section A of Addendum B, if any, shall be made within ninety (90) days after the end of the first Agreement Year. Subsequent calculations and payments, if any, shall be made in a similar fashion on each twelve (12) month anniversary of the first calculation. If any Revenue Share payment date falls on a non-business day, Revenue Share payments due shall be made on the next business day. All Revenue Share payments shall be paid in the form of an Automated Clearing House (ACH) payment. Program Member must provide any necessary information to U.S. Bank to facilitate electronic payments.
- b. **Program Members.** U.S. Bank shall individually calculate the Revenue Share payments for all Accounts of each qualifying Program Member, including all of that Program Member’s Participants, and shall make payments each Agreement Year individually to each Program Member.
- c. **Adjustments.** Any Revenue Share payment made pursuant to this Section A of Addendum B will be net of accumulated Charge-offs resulting from participation in U.S. Bank or U.S. Bancorp Card Services, Inc. programs regardless of whether the underlying agreement between the parties is valid or has been terminated. In the event that any Revenue Share payment under this Section A of Addendum B, net of Charge-offs, would be less than one hundred U.S. Dollars (\$100.00), no Revenue Share payment will be made to Program Member for that Agreement Year.
- d. **Early Termination.** In the event that the Agreement is terminated prior to the completion of the Base Period, in addition to any other remedies available to U.S. Bank, this Revenue Sharing Opportunity shall immediately terminate. Any Revenue Share payment owed to Program Member at the time of termination for the completion of any prior Agreement Year shall be paid in accordance with the terms stated herein. Revenue Share payments are made on an annual basis, using performance and charge volume totals, and cannot be paid to Program Member for incomplete Agreement Years.
- e. **Confidentiality.** Program Member and Participants expressly agree that the terms and conditions of this Revenue Share opportunity are confidential and may not be disclosed to third parties, unless required by law or regulation, without U.S. Bank’s prior written consent, which may be exercised at its sole option.

3. Minimum Performance Requirements for Program Members. No Revenue Share calculation for Program Member shall be made unless:

- a. The Agreement was in effect through the end of the Agreement Year (no Revenue Share payment shall be made in the event that the Agreement is terminated prior to the end of the Agreement Year);
- b. The File Turn Days Payment Performance for all Account Statements of that Program Member is equal to or less than forty (40) File Turn Days;
- c. The Aggregate Net Annual Charge Volume of all Program Members for whom the sum of the Entity Net Annual Charge Volume and the Large ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) is equal to or greater than five million U.S. Dollars (\$5,000,000.00);
- d. The Average Transaction Size for that Program Member is equal to or greater than one hundred twenty-five U.S. Dollars (\$125.00);
- e. The sum of the Entity Net Annual Charge Volume and the Large Ticket Volume for that Program Member is equal to or greater than five hundred thousand U.S. Dollars (\$500,000.00), unless such Program Member has not yet completed a full Agreement Year since executing the Application, in which case the sum of the Entity Net Annual Charge Volume and Large Ticket Volume must be equal to or greater than fifty thousand U.S. Dollars (\$50,000.00); and
- f. The annual average per Card charge volume for that Program Member is equal to or greater than four thousand U.S. Dollars (\$4,000.00), unless such Program Member has not yet completed a full Agreement Year since executing the Application.

4. **Performance Rebate.** U.S. Bank will separately calculate and pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (“**Performance Rebate**”). The Performance Rebate shall be calculated separately for each Program Member. The Performance Rebate will be based on the File Turn Days Payment Performance for all Accounts for each Agreement Year. The Performance Rebate calculation will be made in accordance with Table A, below.

Table A			
File Turn Days	Performance Rebate Percentage	File Turn Days	Performance Rebate Percentage
40	0.0000%	19	0.2100%
39	0.0100%	18	0.2200%
38	0.0200%	17	0.2300%
37	0.0300%	16	0.2400%
36	0.0400%	15	0.2500%
35	0.0500%	14	0.2600%
34	0.0600%	13	0.2700%
33	0.0700%	12	0.2800%
32	0.0800%	11	0.2900%
31	0.0900%	10	0.3000%
30	0.1000%	9	0.3100%
29	0.1100%	8	0.3200%
28	0.1200%	7	0.3300%
27	0.1300%	6	0.3400%
26	0.1400%	5	0.3500%
25	0.1500%	4	0.3600%
24	0.1600%	3	0.3700%
23	0.1700%	2	0.3800%
22	0.1800%	1	0.3900%
21	0.1900%	0	0.4000%
20	0.2000%		

5. **Aggregate Program Rebate.** U.S. Bank shall separately pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (“**Aggregate Program Rebate**”). However, the Aggregate Program Rebate will be based on the Aggregate Net Annual Charge Volume, which collectively includes all Participants and all Program Members for whom the sum of the Entity Net Annual Charge Volume and the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00). If the sum of any Program Member’s Entity Net Annual Charge Volume and Large Ticket Volume is less than fifty thousand U.S. Dollars (\$50,000.00) in an Agreement Year, that Program Member’s Entity Net Annual Charge Volume will not be included in the Aggregate Net Annual Charge Volume for that Agreement Year. The Aggregate Program Rebate will be calculated once for each Agreement Year, and the resulting Aggregate Program Rebate Percentage shall be used for all individually paid Revenue Share payments to Program Members. The Aggregate Program Rebate calculation will be made in accordance with Table B, below.

Table B	
Aggregate Net Annual Charge Volume	Aggregate Program Rebate Percentage
\$5,000,000.00	0.0000%
\$10,000,000.00	0.0320%
\$15,000,000.00	0.0540%
\$20,000,000.00	0.0640%
\$25,000,000.00	0.0750%
\$30,000,000.00	0.0860%
\$35,000,000.00	0.0910%
\$40,000,000.00	0.0970%
\$45,000,000.00	0.1020%
\$50,000,000.00	0.1080%
\$55,000,000.00	0.1130%
\$60,000,000.00	0.1180%
\$65,000,000.00	0.1240%
\$70,000,000.00	0.1290%
\$75,000,000.00	0.1310%
\$80,000,000.00	0.1330%
\$85,000,000.00	0.1360%
\$90,000,000.00	0.1380%
\$95,000,000.00	0.1400%
\$100,000,000.00	0.1420%

6. **Transaction Size Rebate.** U.S. Bank shall separately calculate and pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (“**Transaction Size Rebate**”). The Transaction Size Rebate shall be calculated separately for each Program Member. The Transaction Size Rebate will be based on the Average Transaction Size for each Program Member. The Transaction Size Rebate calculation will be made in accordance with Table C, below.

Table C	
Average Transaction Size	Transaction Size Rebate Percentage
\$125.00 to \$149.99	0.6660%
\$150.00 to \$174.99	0.7670%
\$175.00 to \$199.99	0.8390%
\$200.00 to \$224.99	0.8940%

Table C (cont.)	
Average Transaction Size	Transaction Size Rebate Percentage
\$225.00 to \$249.99	0.9360%
\$250.00 to \$274.99	0.9700%
\$275.00 to \$299.99	0.9970%
\$300.00 to \$324.99	1.0200%
\$325.00 to \$349.99	1.0400%
\$350.00 and above	1.0570%

7. **Volume Rebate.** U.S. Bank shall separately calculate and pay to each Program Member a portion of its Entity Net Annual Charge Volume through a rebate (“**Volume Rebate**”). The Volume Rebate shall be calculated separately for each Program Member. The Volume Rebate will be based on the Entity Net Annual Charge Volume for each Program Member. The Volume Rebate calculation will be made in accordance with Table D, below.

Table D	
Entity Net Annual Charge Volume	Volume Rebate Percentage
\$10,000,000.00 and above	0.1000%
\$7,500,000.00 to \$9,999,999.99	0.0900%
\$5,000,000.00 to \$7,499,999.99	0.0600%
\$2,500,000.00 to \$4,999,999.99	0.0400%
\$1,000,000.00 to \$2,499,999.99	0.0200%
\$500,000.00 to \$999,999.99	0.0100%
Less than \$500,000.00	0.0000%

8. **Revenue Share Calculation.**

- U.S. Bank will calculate the File Turn Days Payment Performance for the Agreement Year to find the Performance Rebate Percentage on Table A for the Performance Rebate.
- U.S. Bank will calculate the Aggregate Net Annual Charge Volume for the same Agreement Year to find the Aggregate Program Rebate Percentage on Table B for the Aggregate Program Rebate.
- U.S. Bank will calculate the Average Transaction Size for the same Agreement Year to find the Transaction Size Rebate Percentage on Table C for the Transaction Size Rebate.
- U.S. Bank will calculate the Entity Net Annual Charge Volume for the same Agreement Year to find the Volume Rebate Percentage on Table D for the Volume Rebate.
- U.S. Bank will add the Performance Rebate Percentage, the Aggregate Program Rebate Percentage, the Transaction Size Rebate Percentage and the Volume Rebate Percentage together to arrive at the Total Rebate Percentage for each Program Member.
- Annually, U.S. Bank will multiply the Total Rebate Percentage by the Entity Net Annual Charge Volume for each Program Member for that same Agreement Year. The result will be the gross Revenue Share for Program Member.
- U.S. Bank will subtract any Fraudulent Charges and/or Charge-offs that have not been subtracted at any time during any of the past Agreement Year(s) from the gross Revenue Share. The result will be the net Revenue Share. Any Charge-offs and/or Fraudulent Charges in excess of the net Revenue Share from one (1) Agreement Year will be subtracted from one (1) or more of the following Agreement Years. Upon termination of the Agreement, if the net Revenue Share for Program Member is a negative dollar amount, Program Member agrees to reimburse U.S. Bank up to the dollar amount previously paid by U.S. Bank to Program Member pursuant to this Section A of Addendum B.

B. **Purchasing Card and One Card Revenue Share.**

1. **Terminology**

- “**Account**” means any account number to which charges and payments may be posted. This includes Purchasing Cards, One Cards and any Non-plastic Accounts, Central Billing Accounts and Managed Spend Cards associated with Purchasing Cards or One Cards.
- “**Aggregate Net Annual Charge Volume**” means the aggregate of all charges set forth on the Statements furnished for all Accounts of Program Member, including Program Member’s Participants, if any, and all other Program Members for whom the sum of the Entity Net Annual Charge Volume plus the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) for each Agreement Year. Program Members include California State University and any other entity joining the HECC Program through a U.S. Bank Commercial Card Master Agreement or Higher Education Card Consortium Program Application.
- “**Agreement Year**” means a twelve (12) month period beginning April 1, 2010.
- “**Average Transaction Size**” means the Entity Net Annual Charge Volume divided by the number of purchase transactions during each Agreement Year. A purchase transaction is a debit point of sale purchase transaction.
- “**Charge-off**” means any amount due and owing to U.S. Bank or its Affiliates by Program Member that remains unpaid for one hundred fifty (150) days after the date that it was first billed.
- “**Entity Net Annual Charge Volume**” means all charges set forth on the Statements furnished for all Accounts of a Program Member and its Participants, if any, less Fees, Cash Advances, Convenience Checks, Fraudulent Charges, chargebacks, charges qualifying for large transaction interchange rates and amounts Charged-off by U.S. Bank with respect to such Accounts as uncollectible for each Agreement Year.
- “**File Turn Days**” means the number of days from the date U.S. Bank funds a charge transaction to the date payment for that transaction is posted, inclusive of the beginning and ending dates.
- “**File Turn Days Payment Performance**” means the average speed of repayment of charges made for each Agreement Year.
- “**Fraudulent Charges**” means those charges which are not initiated, authorized or otherwise requested by Program Member, Participants and/or a Cardholder by any means (electronic, telephonic or written) and do not directly or indirectly benefit Program Member, a Participants and/or a Cardholder.
- “**Large Ticket Volume**” means only those charges which the Association has determined qualify for large ticket interchange rates and which are processed by the Association using large ticket interchange rates, less credits, for each Agreement Year. To qualify for large ticket interchange rates, (1) the transaction must be over a specified U.S. Dollar amount as agreed to by the Association and each merchant, (2) the transaction must pass through the Association with associated transactional data as agreed to by the Association and each merchant, and (3) the merchant must be signed up as a participant through their Acquirer in the large ticket program offered by the Association. All other charges and all amounts related to fees, cash advances, Fraudulent Charges, chargebacks and Charge-offs are excluded from Large Ticket Volume.
- “**Revenue Share**” means the combination of the Performance Rebate, the Aggregate Program Rebate, the Transaction Size Rebate, and the Volume Rebate.

- I. **“Total Rebate Percentage”** means the sum of the Performance Rebate Percentage, the Aggregate Program Rebate Percentage, the Transaction Size Rebate Percentage, and the Volume Rebate Percentage.

2. **Revenue Share Conditions.**

- a. **Revenue Share Payment.** The first Revenue Share payment pursuant to this Section B of Addendum B, if any, shall be made within ninety (90) days after the end of the first Agreement Year. Subsequent calculations and payments, if any, shall be made in a similar fashion on each twelve (12) month anniversary of the first calculation. If any Revenue Share payment date falls on a non-business day, Revenue Share payments due shall be made on the next business day. All Revenue Share payments shall be paid in the form of an Automated Clearing House (ACH) payment. Program Member must provide any necessary information to U.S. Bank to facilitate electronic payments.
- b. **Program Members.** U.S. Bank shall individually calculate the Revenue Share payments for all Accounts of each qualifying Program Member, including all of that Program Member's Participants, and shall make payments each Agreement Year individually to each Program Member.
- c. **Adjustments.** Any Revenue Share payment made pursuant to this Section B of Addendum B will be net of accumulated Charge-offs resulting from participation in U.S. Bank or U.S. Bancorp Card Services, Inc. programs regardless of whether the underlying agreement between the parties is valid or has been terminated. In the event that any Revenue Share payment under this Section B of Addendum B, net of Charge-offs, would be less than one hundred U.S. Dollars (\$100.00), no Revenue Share payment will be made to Program Member for that Agreement Year.
- d. **Early Termination.** In the event that the Agreement is terminated prior to the completion of the Base Period, in addition to any other remedies available to U.S. Bank, this Revenue Sharing Opportunity shall immediately terminate. Any Revenue Share payment owed to Program Member at the time of termination for the completion of any prior Agreement Year shall be paid in accordance with the terms stated herein. Revenue Share payments are made on an annual basis, using performance and charge volume totals and cannot be paid to Program Member for incomplete Agreement Years.
- e. **Confidentiality.** Program Member and Participants expressly agree that the terms and conditions of this Revenue Share opportunity are confidential and may not be disclosed to third parties, unless required by law or regulation, without U.S. Bank's prior written consent, which may be exercised at its sole option.

3. **Minimum Performance Requirements for Program Members.** No Revenue Share calculation for each Program Member shall be made unless:

- a. The Agreement was in effect through the end of the Agreement Year (no Revenue Share payment shall be made in the event that the Agreement is terminated prior to the end of the Agreement Year);
- b. The File Turn Days Payment Performance for all Account Statements of that Program Member is equal to or less than sixty (60) File Turn Days;
- c. The Aggregate Net Annual Charge Volume of all Program Members for whom the sum of the Entity Net Annual Charge Volume and the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) is equal to or greater than twenty million U.S. Dollars (\$20,000,000.00);
- d. The Average Transaction Size for that Program Member is equal to or greater than one hundred twenty-five U.S. Dollars (\$125.00);
- e. The sum of the Entity Net Annual Charge Volume and the Large Ticket Volume for that Program Member is equal to or greater than five hundred thousand U.S. Dollars (\$500,000.00), unless such Program Member has not yet completed a full Agreement Year since executing the Application, in which case the sum of the Entity Net Annual Charge Volume and Large Ticket Volume must be equal to or greater than fifty thousand U.S. Dollars (\$50,000.00); and
- f. The annual average per Card charge volume for that Program Member is equal to or greater than four thousand U.S. Dollars (\$4,000.00), unless such Program Member has not yet completed a full Agreement Year since executing the Application.

4. **Performance Rebate.** U.S. Bank will separately calculate and pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (**“Performance Rebate”**). The Performance Rebate shall be calculated separately for each Program Member. The Performance Rebate will be based on the File Turn Days Payment Performance for all Accounts for each Agreement Year. The Performance Rebate calculation will be made in accordance with Table E, below.

Table E					
File Turn Days	Performance Rebate Percentage	File Turn Days	Performance Rebate Percentage	File Turn Days	Performance Rebate Percentage
60	-0.3000%	39	0.0600%	18	0.2700%
59	-0.2800%	38	0.0700%	17	0.2800%
58	-0.2600%	37	0.0800%	16	0.2900%
57	-0.2400%	36	0.0900%	15	0.3000%
56	-0.2200%	35	0.1000%	14	0.3100%
55	-0.2000%	34	0.1100%	13	0.3200%
54	-0.1800%	33	0.1200%	12	0.3300%
53	-0.1600%	32	0.1300%	11	0.3400%
52	-0.1400%	31	0.1400%	10	0.3500%
51	-0.1200%	30	0.1500%	9	0.3600%
50	-0.1000%	29	0.1600%	8	0.3700%
49	-0.0800%	28	0.1700%	7	0.3800%
48	-0.0600%	27	0.1800%	6	0.3900%
47	-0.0400%	26	0.1900%	5	0.4000%
46	-0.0200%	25	0.2000%	4	0.4100%
45	0.0000%	24	0.2100%	3	0.4200%
44	0.0100%	23	0.2200%	2	0.4300%
43	0.0200%	22	0.2300%	1	0.4400%
42	0.0300%	21	0.2400%	0	0.4500%
41	0.0400%	20	0.2500%		
40	0.0500%	19	0.2600%		

5. **Aggregate Program Rebate.** U.S. Bank shall separately pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (**“Aggregate Program Rebate”**). However, the Aggregate Program Rebate will be based on the Aggregate Net Annual Charge Volume, which collectively includes all Participants and all Program Members for whom the sum of the Entity Net Annual Charge Volume and the Large ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00). If the sum of any Program Member's Entity Net Annual Charge Volume and Large Ticket Volume is less than fifty thousand U.S. Dollars (\$50,000.00) in an Agreement Year, that Program Member's Entity Net Annual Charge Volume will not be included in the Aggregate Net Annual Charge Volume for that Agreement Year. The Aggregate Program Rebate will be calculated once for each Agreement Year, and the resulting Aggregate Program Rebate Percentage shall be used for all individually paid Revenue Share payments to Program Members. The Aggregate Program Rebate calculation will be made in accordance with Table F, on the next page.

Table F	
Aggregate Net Annual Charge Volume	Aggregate Program Rebate Percentage
\$20,000,000.00	0.0000%
\$30,000,000.00	0.0240%
\$40,000,000.00	0.0480%
\$50,000,000.00	0.0730%
\$60,000,000.00	0.0970%
\$70,000,000.00	0.1090%
\$80,000,000.00	0.1210%
\$90,000,000.00	0.1330%
\$100,000,000.00	0.1450%
\$110,000,000.00	0.1515%
\$120,000,000.00	0.1580%
\$130,000,000.00	0.1640%
\$140,000,000.00	0.1700%
\$150,000,000.00	0.1760%
\$160,000,000.00	0.1820%
\$170,000,000.00	0.1835%
\$180,000,000.00	0.1850%
\$190,000,000.00	0.1870%
\$200,000,000.00	0.1890%
\$220,000,000.00	0.1910%
\$240,000,000.00	0.1930%
\$260,000,000.00	0.1945%
\$280,000,000.00	0.1960%
\$300,000,000.00	0.1975%
\$320,000,000.00	0.1990%
\$340,000,000.00	0.2000%
\$360,000,000.00	0.2010%
\$380,000,000.00	0.2025%
\$400,000,000.00	0.2040%
\$420,000,000.00	0.2050%
\$440,000,000.00	0.2060%
\$460,000,000.00	0.2075%
\$480,000,000.00	0.2090%
\$500,000,000.00	0.2110%
\$550,000,000.00	0.2130%
\$600,000,000.00	0.2160%
\$650,000,000.00	0.2180%
\$700,000,000.00	0.2210%
\$750,000,000.00	0.2230%

6. **Transaction Size Rebate.** U.S. Bank shall separately calculate and pay to each Program Member a portion of the Aggregate Net Annual Charge Volume through a rebate (“**Transaction Size Rebate**”). The Transaction Size Rebate shall be calculated separately for each Program Member. The Transaction Size Rebate will be based on the Average Transaction Size for each Program Member. The Transaction Size Rebate calculation will be made in accordance with Table G, below.

Table G	
Average Transaction Size	Transaction Size Rebate Percentage
\$125.00 to \$149.99	0.6690%
\$150.00 to \$174.99	0.7700%
\$175.00 to \$199.99	0.8430%
\$200.00 to \$224.99	0.8970%
\$225.00 to \$249.99	0.9390%
\$250.00 to \$274.99	0.9730%
\$275.00 to \$299.99	1.0010%
\$300.00 to \$324.99	1.0240%
\$325.00 to \$349.99	1.0430%
\$350.00 to \$399.99	1.0600%
\$400.00 to \$449.99	1.0870%
\$450.00 to \$499.99	1.1080%
\$500.00 and above	1.1250%

7. **Volume Rebate.** U.S. Bank shall separately calculate and pay to each Program Member a portion of its Entity Net Annual Charge Volume through a rebate (“**Volume Rebate**”). The Volume Rebate shall be calculated separately for each Program Member. The Volume Rebate will be based on the Entity Net Annual Charge Volume for each Program Member. The Volume Rebate calculation will be made in accordance with Table H, on the next page.

Table H	
Entity Net Annual Charge Volume	Volume Rebate Percentage
\$20,000,000.00 and above	0.1000%
\$15,000,000.00 to \$19,999,999.99	0.0900%
\$10,000,000.00 to \$14,999,999.99	0.0800%
\$8,000,000.00 to \$9,999,999.99	0.0600%
\$6,000,000.00 to \$7,999,999.99	0.0500%
\$4,000,000.00 to \$5,999,999.99	0.0400%
\$2,000,000.00 to \$3,999,999.99	0.0200%
\$1,000,000.00 to \$1,999,999.99	0.0100%
\$500,000.00 to \$999,999.99	0.0000%

8. Revenue Share Calculation.

- a. U.S. Bank will calculate the File Turn Days Payment Performance for the Agreement Year to find the Performance Rebate Percentage on Table E for the Performance Rebate.
- b. U.S. Bank will calculate the Aggregate Net Annual Charge Volume for the same Agreement Year to find the Aggregate Program Rebate Percentage on Table F for the Aggregate Program Rebate.
- c. U.S. Bank will calculate the Average Transaction Size for the same Agreement Year to find the Transaction Size Rebate Percentage on Table G for the Transaction Size Rebate.
- d. U.S. Bank will calculate the Entity Net Annual Charge Volume for the same Agreement Year to find the Volume Rebate Percentage on Table H for the Volume Rebate.
- e. U.S. Bank will add the Performance Rebate Percentage, the Aggregate Program Rebate Percentage, the Transaction Size Rebate Percentage and the Volume Rebate Percentage together to arrive at the Total Rebate Percentage for each Program Member.
- f. Annually, U.S. Bank will multiply the Total Rebate Percentage by the Entity Net Annual Charge Volume for each Program Member for that same Agreement Year. The result will be the gross Revenue Share for Program Member.
- g. U.S. Bank will subtract any Charge-offs that have not been subtracted at any time during any of the past Agreement Year(s) from the gross Revenue Share. The result will be the net Revenue Share. Any Charge-offs in excess of the net Revenue Share from one (1) Agreement Year will be subtracted from one (1) or more of the following Agreement Years. Upon termination of the Agreement, if the net Revenue Share for Program Member is a negative dollar amount, Program Member agrees to reimburse U.S. Bank up to the dollar amount previously paid by U.S. Bank to Program Member pursuant to this Section B of Addendum B.

C. Purchasing Card and One Card Large Ticket Revenue Share.

1. Definitions. All capitalized terms used in this Schedule are defined herein and shall have the following meaning:

- a. **"Account"** means any account number to which charges and payments may be posted. This includes Purchasing Cards, One Cards and any Non-plastic Accounts, Central Billing Accounts and Managed Spend Cards associated with Purchasing Cards or One Cards.
- b. **"Aggregate Net Annual Charge Volume"** means the aggregate of all charges set forth on the Statements furnished for all Accounts of Program Member, including Program Member's Participants, if any, and all other Program Members for whom the sum of the Entity Net Annual Charge Volume plus the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) for each Agreement Year. Program Members include California State University and any other entity joining the HECC Program through a U.S. Bank Commercial Card Master Agreement or Higher Education Card Consortium Program Application.
- c. **"Agreement Year"** means a twelve (12) month period beginning April 1, 2010.
- d. **"Charge-off"** means any amount due and owing to U.S. Bank or its Affiliates by Program Member that remains unpaid for one hundred fifty (150) days after the date that it was first billed.
- e. **"Entity Net Annual Charge Volume"** means all charges set forth on the Statements furnished for all Accounts of a Program Member and its Participants, if any, less Fees, Cash Advances, Convenience Checks, Fraudulent Charges, chargebacks, charges qualifying for large transaction interchange rates and amounts Charged-off by U.S. Bank with respect to such Accounts as uncollectible for each Agreement Year.
- f. **"File Turn Days"** means the number of days from the date U.S. Bank funds a charge transaction to the date payment for that transaction is posted, inclusive of the beginning and ending dates.
- g. **"File Turn Days Payment Performance"** means the average speed of repayment of charges made for each Agreement Year.
- h. **"Fraudulent Charges"** means those charges which are not initiated, authorized or otherwise requested by Program Member and/or a Cardholder by any means (electronic, telephonic or written) and do not directly or indirectly benefit Program Member and/or a Cardholder.
- i. **"Large Ticket Average Transaction Size"** means the Large Ticket Volume divided by the number of large ticket purchase transactions during each Agreement Year. A purchase transaction is a debit point of sale purchase transaction.
- j. **"Large Ticket Revenue Share"** means the combination of the Large Ticket Performance Rebate and Large Ticket Volume Rebate.
- k. **"Large Ticket Volume"** means only those charges which the Association has determined qualify for large ticket interchange rates and which are processed by the Association using large ticket interchange rates, less credits, for each Agreement Year. To qualify for large ticket interchange rates, (1) the transaction must be over a specified U.S. Dollar amount as agreed to by the Association and each merchant, typically four thousand one hundred U.S. Dollars (\$4,100.00), but subject to change without notice from U.S. Bank, (2) the transaction must pass through the Association with associated transactional data as agreed to by the Association and each merchant, (3) the merchant must be registered as a participant through their acquirer in the large ticket program offered by the Association, and (4) the transaction must be categorized as non-travel and non-entertainment by Merchant Category Codes. All other charges and all amounts related to fees, cash advances, Fraudulent Charges, chargebacks and Charge-offs are excluded from Large Ticket Volume. Large Ticket program requirements are subject to change.
- l. **"Total Large Ticket Rebate Percentage"** means the sum total of the Large Ticket Performance Rebate Percentage and the Large Ticket Transaction Size Rebate Percentage.

2. Large Ticket Revenue Share Conditions.

- a. **Large Ticket Revenue Share Payment.** The first Large Ticket Revenue Share payment pursuant to this Section C of Addendum B, if any, shall be made within ninety (90) days after the end of the first Agreement Year. Subsequent calculations and payments, if any, shall be made in a similar fashion on each twelve (12) month anniversary of the first calculation. If any Large Ticket Revenue Share payment date falls on a non-business day, Large Ticket Revenue Share payments due shall be made on the next business day. All Revenue Share payments shall be paid in the form of an Automated Clearing House (ACH) payment. Program Member must provide any necessary information to U.S. Bank to facilitate electronic payments.
- b. **Program Members.** U.S. Bank shall individually calculate the Revenue Share payments for all Accounts of each qualifying Program Member, including all of that Program Member's Participants and shall make payment each Agreement Year individually to each Program Member.
- c. **Adjustments.** Any Large Ticket Revenue Share payment made pursuant to this Section C of Addendum B will be net of accumulated Charge-offs resulting from participation in U.S. Bank or U.S. Bancorp Card Services, Inc. programs regardless of whether the underlying agreement between the Parties is valid

or has been terminated. In the event that any Large Ticket Revenue Share payment under this Section C of Addendum B, net of Charge-offs, would be less than one hundred U.S. Dollars (\$100.00), no Large Ticket Revenue Share payment will be made to Program Member for that Agreement Year.

- d. **Early Termination.** In the event that the Agreement is terminated prior to the completion of the Base Period, in addition to any other remedies available to U.S. Bank, this Large Ticket Revenue Sharing Opportunity shall immediately terminate. Any Large Ticket Revenue Share payment owed to Program Member at the time of termination for the completion of any prior Agreement Year shall be paid in accordance with the terms stated herein. Large Ticket Revenue Share payments are made on an annual basis, using performance and charge volume totals and cannot be paid to Program Member for incomplete Agreement Years.
- e. **Confidentiality.** Program Member expressly agrees that the terms and conditions of this Large Ticket Revenue Share opportunity are confidential and may not be disclosed to third parties, unless required by law or regulation, without U.S. Bank's prior written consent, which may be exercised at its sole option.
3. **Minimum Performance Requirements for Program Members.** No Large Ticket Revenue Share calculation for Program Member shall be made unless:
- The Agreement was in effect through the end of the Agreement Year (no Large Ticket Revenue Share payment shall be made in the event that the Agreement is terminated prior to the end of the Agreement Year);
 - The File Turn Days Payment Performance for all Account Statements for that Program Member is equal to or less than sixty (60) File Turn Days; and
 - The Aggregate Net Annual Charge Volume of all Program Members for whom the sum of the Entity Net Annual Charge Volume and the Large Ticket Volume equals at least fifty thousand U.S. Dollars (\$50,000.00) is equal to or greater than twenty million U.S. Dollars (\$20,000,000.00);
 - The sum of the Entity Net Annual Charge Volume and the Large Ticket Volume for that Program Member is equal to or greater than five hundred thousand U.S. Dollars (\$500,000.00), unless such Program Member has not yet completed a full Agreement Year since executing the Application, in which case the sum of the Net Annual Charge Volume and the Large Ticket Volume must be equal to or greater than fifty thousand U.S. Dollars (\$50,000.00).
4. **Large Ticket Performance Rebate.** U.S. Bank shall pay to Program Member a portion of the aggregate Large Ticket Volume through a rebate ("Large Ticket Performance Rebate"). The Large Ticket Performance Rebate will be based on the File Turn Days Payment Performance for all Accounts for each Agreement Year. The Large Ticket Performance Rebate calculation will be made in accordance with Table I, below.

Table I			
File Turn Days	Large Ticket Performance Rebate Percentage	File Turn Days	Large Ticket Performance Rebate Percentage
60	-0.3000%	29	0.1600%
59	-0.2800%	28	0.1700%
58	-0.2600%	27	0.1800%
57	-0.2400%	26	0.1900%
56	-0.2200%	25	0.2000%
55	-0.2000%	24	0.2100%
54	-0.1800%	23	0.2200%
53	-0.1600%	22	0.2300%
52	-0.1400%	21	0.2400%
51	-0.1200%	20	0.2500%
50	-0.1000%	19	0.2600%
49	-0.0800%	18	0.2700%
48	-0.0600%	17	0.2800%
47	-0.0400%	16	0.2900%
46	-0.0200%	15	0.3000%
45	0.0000%	14	0.3100%
44	0.0100%	13	0.3200%
43	0.0200%	12	0.3300%
42	0.0300%	11	0.3400%
41	0.0400%	10	0.3500%
40	0.0500%	9	0.3600%
39	0.0600%	8	0.3700%
38	0.0700%	7	0.3800%
37	0.0800%	6	0.3900%
36	0.0900%	5	0.4000%
35	0.1000%	4	0.4100%
34	0.1100%	3	0.4200%
33	0.1200%	2	0.4300%
32	0.1300%	1	0.4400%
31	0.1400%	0	0.4500%
30	0.1500%		

5. **Large Ticket Volume Rebate.** U.S. Bank will pay to Program Member a portion of the aggregate Large Ticket Volume through a rebate ("Large Ticket Volume Rebate"). The Large Ticket Volume Rebate will be based on the Large Ticket Average Transaction Size. The Large Ticket Volume Rebate calculation will be made in accordance with Table J, below.

Table J	
Large Ticket Average Transaction Size	Large Ticket Transaction Size Rebate Percentage
LT Minimum to \$9,999.99	0.3540%
\$10,000.00 to \$24,999.99	0.1490%
\$25,000.00 to \$74,999.99	0.0570%
\$75,000.00 to \$249,999.99	0.0250%
\$250,000.00 to \$749,999.99	0.0160%
\$750,000.00 to \$1,999,999.99	0.0150%
\$2,000,000.00 and above	0.0130%

6. **Large Ticket Revenue Share Calculation.** U.S. Bank will calculate the File Turn Days Payment Performance for the Agreement Year to find the Large Ticket Performance Rebate Percentage on Table I for the Large Ticket Performance Rebate. U.S. Bank will calculate the Large Ticket Average Transaction Size for the same Agreement Year to find the Large Ticket Transaction Size Rebate Percentage on Table J for the Large Ticket Volume Rebate. Annually, U.S. Bank will multiply the Total Large Ticket Rebate Percentage by the Large Ticket Volume for that same Agreement Year. The result will be the gross Large Ticket Revenue Share. U.S. Bank will subtract any Charge-offs that have not been subtracted at any time during any of the past Agreement Year(s) from the gross Large Ticket Revenue Share. The result will be the net Large Ticket Revenue Share. Any Charge-offs in excess of the net Large Ticket Revenue Share from one (1) Agreement Year will be subtracted from one (1) or more of the following Agreement Years. Upon termination of the Agreement, if the net Large Ticket Revenue Share is a negative dollar amount due to Charge-offs, U.S. Bank may request, and Program Member agrees to reimburse, U.S. Bank up to the dollar amount previously paid by U.S. Bank to Program Member.



U.S. Bank W-9/ACH Form

Vendor Number

To be completed by U.S. Bank Corporate Payment Systems.

Automated Clearing House (ACH) – (Direct Deposit)

ACH is the payment method used by U.S. Bank. Signing up for ACH will allow U.S. Bank to pay your rebate through an automated electronic deposit into your preferred checking account. ACH eliminates mail delivery time and funds are credited to accounts within 1-2 business days of the payment date for U.S. Bank account holders and 3-5 business days for non-U.S. Bank account holders.

A direct deposit advice detailing the date and dollar amount of the rebate payment will be sent to the email address(es) provided below once electronic payment has been issued to an account.

Please acquire the routing number and account number from a check (not from a deposit slip).

Submission

Please submit the completed form to U.S. Bank by mail, facsimile or email.

U.S. Bank will not process any rebate payments without a properly completed ACH Form on file.

Mail	Consortium Rebates 200 South 6th Street Minneapolis, MN 55402 EP-MN-L26C
Fax	612-973-3744
Email	cps.rebates@usbank.com


Vendor Number (to be completed by U. S. Bank):

Must be completed and returned for payments to be processed.

Legal Name _____

Trade Name _____

Address _____

City _____

State _____

ZIP _____

Phone _____

Fax _____

Federal Tax ID/Social Security Number*

*MUST match the person/entity listed above

Legal Structure

- ☐ Sole Proprietorship
☐ Corporation
☐ Partnership
☐ Tax Exempt Organization
☐ Government Agency
☐ Other, please specify _____

If LLC, please select one of the following:

- ☐ LLC Corporation
☐ LLC Partnership
☐ LLC Sole Proprietorship (legal name and SSN required)

Legal Name _____

SSN _____

Automated Clearing House (Direct Deposit)
U.S. Bank payment method.
☐ Authorization Agreement for Automatic Deposits (ACH Credits)

I (We) hereby authorize U.S. Bank, on behalf of any affiliate for which it processes payments, hereinafter called COMPANY, to initiate credit entries to my (our) account indicated below and the depository/financial institution named below, hereinafter called BANK, to credit the same to such account.

Email address (to receive electronic remittance advices)

cps.rebates@usbank.com
Checking Account Information (Please attach a voided check or copy of a check with MICR coding)

Routing/ABA Number _____

Account Number _____

Bank Name _____

Branch _____

City _____

State _____

ZIP _____

Phone _____

This authority is to remain in full force and effect until COMPANY has received written notification from me (us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonably opportunity to act on it.

This will certify to U.S. Bank that I have read the requirements cited on this form, and the company classification(s) I have selected above are true and correct. I will advise U.S. Bank if our classification should change.

Section 4: Signature (required)

Name (Print): _____ Title: _____

Signature _____ Date _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

UNIVERSITY OF IDAHO

SUBJECT

Student Health Insurance Program (SHIP) approval of rates

REFERENCE

April 2008	Board approval of SHIP rates and service provider contracts
June 2007	Informational Report to the Board on the SHIP renewal for 2007-2008
June 2004	University presented summary of elements of SHIP program and Regents approved program underwritten by Mega Life and Health Insurance Company.

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

The University of Idaho continues to be in compliance with the health insurance policies adopted by the State Board of Education and the University. The SHIP provides outstanding coverage that students can rely on for their medical and prescription health insurance protection. Our program complies with national standards for student health insurance benefits endorsed by the American College Health Association: <http://www.acha.org/inforesources/stuhealthins.pdf>.

The University of Idaho's SHIP includes three primary components: 1) fully-insured coverage (provided by United Health Care/Student Resources), 2) claims administration (provided by AmeriBen/IEC Group), and 3) self-insured primary care (provided by Moscow Family Medicine). SHIP vendor contract rates are negotiated annually utilizing current actuarial projections and anticipated increases in medical costs.

In April 2008, the University submitted a request for approval of SHIP rates and the primary care services provider contract with Moscow Family Medicine. Favorable negotiations with the vendors (United Health Care/Student Resources, Ameriben/IEC Group, Moscow Family Medicine) allowed the University to maintain the semester premium rate per student of \$694.00 during 2009-2010. The contract for primary care services was approved with Moscow Family Medicine for an initial 5 year term with an additional two-3 year renewal options.

In March, 2010 the University negotiated a 5.8% increase with the service providers for the 2010-2011 academic year premium rate. The University funded the increase on a one-time only basis from contingency reserve funds accrued from favorable claims outcomes and was able to maintain the semester premium

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 23, 2011

rate per student of \$694.00 during 2010-2011. The University is seeking approval of SHIP rate changes for academic year 2011-2012 to maintain the quality of the program.

IMPACT

The University has successfully held the initial rates flat for academic years 2009-2010 and 2010-2011 for full-time students. The SHIP fully insured plan is designed to encourage utilization of health care resources for university students. The University reviews utilization data to adjust the benefit design structure to manage costs and maximize coverage. The table below shows the actual SHIP premium rate per student per semester for the current academic year 2010-2011, and the proposed premium for the 2011-2012.

<i>SHIP Components 2008-2009</i>	<i>Current Premium Per semester 2010-2011</i>	<i>Proposed Premium Per semester 2011-2012</i>	<i>Proposed Rate Change 2011-2012</i>
United Health Care Student Resources	\$578.50	\$564.50	
Moscow Family Medicine	\$ 52.00	\$ 52.00	
Ameriben/IEC Group	\$ 16.00	\$ 16.00	
UI Benefits & Plan Expenses	\$ 47.50	\$ 79.50	
Total Cost of Premium	\$694.00	\$712.00	2.6%

STAFF COMMENTS AND RECOMMENDATIONS

The UI has negotiated a very reasonable SHIP premium rate increase of \$18 or 2.6% for the next academic year.

In June 2009, the Board voted to permanently delegate the approval of SHIP rates to the presidents of BSU, ISU and LCSC. As explained above, UI did not come in for a rate increase that year, which is why it did not also receive delegated authority.

Staff recommends approval of the rates and delegate approval of future rates to the UI president.

BOARD ACTION

I move to approve the request by the University of Idaho to increase student health insurance premiums to \$712.00 per semester for 2011/2012, and to permanently delegate to the chief executive officer the approval of these rates.

Moved by _____ Seconded by _____ Carried Yes _____ No _____