

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

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BUSINESS AFFAIRS AND HUMAN RESOURCES
August 21, 2024

SUBJECT

Board Policy, Section V. Subsection Y. – Fiscal Misconduct – First Reading

REFERENCE

June 2005	Board approved first reading updating policy to bring it into alignment with creation of Audit Committee.
August 2005	Board approved second reading of policy.
December 2008	Removal of ISDB, Historical Society and Commission from all applicable policies.
December 2015	Board approved first reading of amended policy dealing with audits of agencies under Board jurisdiction.
April 2016	Board approved second reading of policy amendments.
October 2022	Board approved first reading of amended policy V.H. and repeal of Policy V.Y.
December 2022	Board approved second reading of amended policy V.H. and repeal of Policy V.Y.

APPLICABLE STATUTES, RULE OR POLICY

Idaho Code § 33-105 – Rules – Executive Department
Board Bylaws, F.4 (Audit, Risk and Compliance Committee)
Idaho State Board of Education Governing Policies & Procedures, Section V.H - Audits

BACKGROUND / DISCUSSION

As part of the State Board of Education Internal Audit consolidation of 2021, this new policy defines fiscal misconduct and provides structure for conducting/coordinating fiscal misconduct investigations. Fiscal misconduct is defined as a willful or deliberate act with the intention of obtaining an unauthorized benefit, such as money or property by deception, concealment of material fact, or by other unethical means. This also includes abusive financial practices or financial irregularities that give the appearance of fiscal misconduct or impropriety.

It also should be noted that prior Policy V.Y. – Compliance Programs, was repealed in December 2022.

IMPACT

Board Policy, Section V.Y. provides clarity to the institutions as well as OSBE's audit staff when it comes to instances of potential fiscal misconduct.

ATTACHMENTS

Attachment 1 – Policy V.Y. – Fiscal Misconduct Policy

STAFF COMMENTS AND RECOMMENDATIONS

BUSINESS AFFAIRS AND HUMAN RESOURCES
August 21, 2024

This new policy was authored by SBOE Chief Audit Executive, Mark Eisenman and it has been shared with the general counsel of Boise State University, Idaho State University, and University of Idaho for feedback.

The Audit, Risk, and Compliance Committee reviewed this proposed policy at its June 4, 2024, meeting and forwarded it to the BAHR Committee for review/consideration at the committee's August 7, 2024 meeting.

Staff recommends approval.

BOARD ACTION

I move to approve the first reading of new Board Policy V. Subsection Y. as presented in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES**SECTION: V. FINANCIAL AFFAIRS****SUBSECTION: Y. Fiscal Misconduct****October 2024**

1. This policy applies to the institutions.
2. "Fiscal misconduct" is a willful or deliberate act with the intention of obtaining an unauthorized benefit, such as money or property, by deception, concealment of material fact, or other unethical means. Fiscal misconduct also includes abusive financial practices or financial irregularities that give the appearance of fiscal misconduct or impropriety. Examples of fiscal misconduct include:
 - a. Theft or embezzlement of institution funds or assets (supplies, equipment, etc.)
 - b. Bribery, kickbacks or bid rigging.
 - c. Unauthorized use of institution equipment and property, such as communication systems, computers, automobiles or building space.
 - d. Accepting or seeking anything of material value from contractors, vendors, or persons providing services/materials to the institution in exchange for official action.
 - e. Falsification of official financial records such as contracts, timesheets, travel claims, vendor invoices, etc.
 - f. Improper destruction or alteration of institution financial records.
 - g. Improprieties in the handling of money or financial transactions.
 - h. Illegal or unauthorized transfer, storage or distribution of institution data for personal gain.
 - i. Intention misuse of Institution trademarks, licenses, etc.
 - j. Compensation for hours not worked or covered by appropriate available leave.
 - k. Significant violations of institution accounting policy or procedures
3. Institution Responsibilities
 - a. Institution employees are prohibited from engaging in any activity that constitutes fiscal misconduct.
 - b. Institution employees are responsible for making reasonable efforts to prevent and detect fiscal misconduct within their areas of responsibility. This includes

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES**SECTION: V. FINANCIAL AFFAIRS****SUBSECTION: Y. Fiscal Misconduct****October 2024**

establishing and adhering to a system of internal controls in accordance with institution policy and procedure.

- c. Institution employees are required to report known or suspected fiscal misconduct. Reports can be made through established institution reporting mechanisms or directly to Internal Audit and Advisory Services (IAAS).
- d. Institution administrators, managers and supervisors who receive reports of fiscal misconduct are required to immediately notify IAAS and the institution compliance officer.
- e. Accusations of fiscal misconduct not made in good faith may be grounds for disciplinary action.
- f. Institution employees are required to cooperate with IAAS, legal counsel, institution compliance officers and others who have been engaged to assist in the review or investigation of suspected fiscal misconduct.
- g. Institution employees are prohibited from performing their own investigations of potential fiscal misconduct.

4. Fiscal Misconduct Investigations

- a. All reports of fiscal misconduct will be reviewed by the Chief Audit Executive (CAE) pursuant to Board Policy V.H. The CAE will work with the institution legal counsel and compliance officers, as applicable, to plan and coordinate review of reports of fiscal misconduct. A review may include work performed by IAAS, other institution administrative areas (e.g., compliance, human resources, information technology services, etc.) and/or outside investigators or reviewers.
- b. The CAE shall make the final determination as to the level of IAAS involvement. The CAE has the authority to escalate any issue to the Audit, Risk and Compliance Committee of the State Board of Education.

5. Whistleblower Protection

- a. Institutions are prohibited from taking adverse action against an employee because the employee, or a person authorized to act on behalf of the employee, communicates in good faith the existence of any waste of public funds, property or manpower, or a violation of a law, rule or regulation adopted under the law of Idaho or who participates in investigations or court cases relating to the

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

SUBSECTION: Y. Fiscal Misconduct

October 2024

allegation. See Idaho Protection of Public Employees Act, Idaho Code, Title 6, Chapter 21.

6. Violation of Policy

- a. Violations of this policy could result in one or more of the following:
 - i. Disciplinary action up to and including termination of employment
 - ii. Repayment or replacement of institution property or money
 - iii. Referral to law enforcement for additional investigation
 - iv. Civil action

7. Resolution

- a. The Board, at its discretion, can choose to directly resolve any matter of fiscal misconduct, but shall always determine the resolution of fiscal misconduct involving an institution chief executive officer.
- b. For matters not directly resolved by the Board, the institution chief executive officer has the final authority to decide on appropriate resolution or corrective action needed in response to violation of this policy.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

SUBJECT

Board Policy V.Q. – Residency for Tuition Purposes – First Reading

APPLICABLE STATUTES, RULE OR POLICY

Idaho State Board of Education Governing Policies and Procedures, Section V.Q.

Section 6206 of Public Law No: 117-81 (12/27/2021)

Section 103 of the Foreign Service Act of 1980 (22 U.S.C. 3903).

BACKGROUND / DISCUSSION

On December 27, 2021, Congress amended Public Law 117-81. This long-standing federal law requires states to extend in-state tuition rates to members of the U.S. armed forces. The new amendment extended coverage to members of the U.S. Foreign Service because, just like members of the armed forces, they frequently change their location of assignment as directed by government orders over the course of a long federal career. This law takes effect on the first period of enrollment that begins after July 1, 2024, and was necessary to provide consistency nationwide to assist Foreign Service members and their families with residency classification in their respective states.

The law requires that states grant in-state tuition to members of the military, Foreign Service, and their families in two circumstances:

- When their permanent duty station is in the state, irrespective of how long they have been physically present at that location, or
- When that is their state of domicile, irrespective of how long it has been since they were last physically present in that state.

To assist states with making domicile decisions for these students, the recommended method for domicile review is from the Official Form 126 “Foreign Service Residence and Dependency Report” (OF 126). On the OF-126 in block 4, the Foreign Service member certifies their state of legal residence (domicile).

In order to address covered individuals attending Boise State University, Idaho State University, University of Idaho, and Lewis-Clark State College, changes to Board Policy V.Q. are necessary. The change acknowledges the domicile of Foreign Service Members and their families using the OF 126 and will allow institutions a means to classify these students as Idaho residents for tuition purposes to comply with the Public Law 117-81.

IMPACT

Institutions covered by this policy currently report that this has minimal impact and this revision provides institutions with a means to comply with the federal requirements.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

ATTACHMENTS

- Attachment 1 – Board Policy V.Q. – Residency for Tuition Purposes - First Reading
- Attachment 2 – Article – In-State College and University Tuition for Foreign Service Members and Dependents
- Attachment 3 – Background from the American Foreign Service Association (www.afsa.org)

STAFF COMMENTS AND RECOMMENDATIONS

Board staff contacted all public institutions including the public community colleges to make sure they were aware of this change and recommended that the community colleges look at their policy to determine if any changes needed to be made. The proposed amendment to Board policy would assure compliance for Boise State University, Idaho State University, Lewis-Clark State College and the University of Idaho with Section 6206 of Public Law No: 117-81 (12/27/2021).

Staff recommends approval.

BOARD ACTION

I move to approve the first reading of proposed amendments to Board Policy V.Q. as presented in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes ___ No ___

Section 33-3717B, Idaho Code establishes residency requirements for tuition purposes at University of Idaho, Boise State University, Idaho State University and Lewis-Clark State College. When applying the provisions of Section 33-3717B, Idaho Code the institutions shall apply the following definitions and factors.

1. Definitions

- a. Accredited Secondary School. "Accredited Secondary School" means an Idaho secondary school accredited by a body recognized by the State Board of Education.
- b. Armed Forces. "Armed Forces" means the United States Army, Navy, Air Force, Marine Corps, Coast Guard, and their reserve forces. It does not include the National Guard or any other reserve force.
- c. Continuously Resided. "Continuously Resided" means physical presence in the state for twelve (12) consecutive months. Absence from the state for normal vacations, family travel, work assignments, short-term military training, and similar occasions during the twelve-month (12) qualifying period, in and of itself, will not be regarded as negating the continuous residence of the individual.
- d. Full-time Employment. "Full-time Employment" means employment consisting on average of at least thirty (30) hours of service per week, or one hundred twenty (120) hours of service per month.
- e. Full-time Student. "Full-time Student" means a student taking the number of credits set by the State Board of Education to constitute a full course load.
- f. Support. "Support" means financial support given to the student during the twelve (12) months preceding the opening date of the term for which resident status is requested, but shall not include educational scholarships or grants provided to the student to attend a postsecondary educational institution. Any student who receives less than fifty percent (50%) support may demonstrate this by showing that the student is not claimed as a dependent by a parent or guardian for income tax purposes.

2. Resident Classification by All Institutions

Any student classified as a resident student for purposes of tuition by one (1) of the institutions shall be considered a resident by all other institutions.

3. Residency Classification Process

All requests for residency reclassification must be submitted by the student to the institution by the 10th day of the term in which reclassification is sought. Each institution shall develop its own procedures to determine the residency status of applicants, disseminate information about the classification process, and determine the documentation required of each applicant to the institution. The institution may require whatever records, documents, or affidavits it deems necessary to classify each applicant correctly. It is the responsibility of the institution to notify the student in a timely manner of the documentation required for the classification process, and it is the responsibility of the student to provide the documentation by the deadline established by the institution. Each student shall be notified in writing of the residency classification decision within fifteen (15) days of such determination being made.

4. Factors for Determining Domicile

The following, if supported by documentation, support a claim of domicile in Idaho.

- a. Tax Returns and Employment. Both of the following, if done for at least twelve (12) months before the term in which the student proposes to enroll, proves the establishment and maintenance of domicile in Idaho for purposes other than educational:
 - i. Filing of Idaho state income tax returns covering a period of at least twelve (12) months before the term in which the student proposes to enroll as a resident student; and
 - ii. Full-time employment in Idaho.

- b. Multiple Factors. Five (5) of the following factors, if done for at least twelve (12) months before the term in which the student proposes to enroll, proves the establishment and maintenance of domicile in Idaho for purposes other than educational:
 - i. Ownership or leasing of a residence in Idaho.
 - ii. Registration and payment of Idaho taxes or fees, other than sales tax, including registration and payment of Idaho taxes or fees on a motor vehicle, mobile home, travel trailer, or other item of personal property for which state registration and the payment of state tax or fee is required.
 - iii. Registration to vote for state elected officials in Idaho at a general election.
 - iv. Holding of an Idaho driver's license or state-issued identification card.
 - v. Evidence of the abandonment of a previous domicile.
 - vi. The establishment of accounts with financial institutions in Idaho.
 - vii. Other similar factors indicating intent to be domiciled in Idaho and the maintenance of such domicile. Factors may include, but are not limited to,

enrollment of dependent children in Idaho elementary or secondary schools, establishment of acceptance of an offer of permanent employment for self in Idaho, documented need to care for a relative in Idaho, utility statements, or employment documentation. Multiple factors under this category may be used.

c. Idaho Elementary and Secondary Students. If a student meets the requirements set forth under Idaho Code, Section 33-3717B(1)(c), that student shall not be required to meet the twelve (12) month requirement for establishing domicile.

d. Domicile for Foreign Service members. Pursuant to Section 6206 of Public Law No: 117-81 (12/27/2021) which is in effect for enrollment periods after July 1, 2024, for students who are members (or a dependent of a member) of the Foreign Service and on active duty for a period of more than 30 days, domicile in Idaho is verified through a U.S. government Official Form 126 issued by the Foreign Service agency employing the member. "Foreign Service" is defined in section 103 of the Foreign Service Act of 1980 (22 U.S.C. 3903)).

e.—

5. Independent Students and Domicile

Domicile in the state of Idaho primarily for purposes other than education includes a domicile in Idaho that was established by the student prior to pursuing higher education in Idaho unless the student's Idaho domicile was thereafter interrupted by an intervening change of domicile.

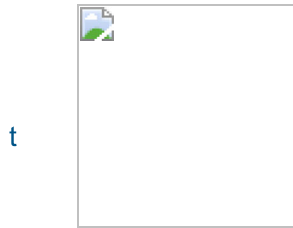
6. Appeals Procedure

Any student who contests the residency classification decision made by the institution may appeal the decision. The student shall be informed of his right to appeal by the institution at the time the student is notified of the residency classification decision. The student must request the appeal in writing and agree to the release of information provided to determine residency to the review body, and comply with deadlines established by the institution for requesting such appeal.

a. Institution Appeal. The chief executive officer of each institution or his designee shall appoint or cause to be appointed a committee of no less than three (3) no more than five (5) members who represent faculty and administration and who will constitute a residency review committee. Within thirty (30) days following receipt of the student's written request to appeal the residency classification decision, the committee must meet and review the ruling. The student appealing is responsible for presenting such evidence as the committee may request and such other evidence, as the student may deem pertinent to his residency status. The individual responsible for the initial residency classification decision may be present, if requested by the committee, to answer questions from the committee.

The student must be notified in writing of the committee's decision. The decision of the committee is final unless the student elects to appeal the decision to the State Board of Education.

- b. Board Appeal. Any student who contests the decision of the residency review committee may appeal to the State Board of Education. In such case, the student must advise the chief executive officer of the institution, in writing, of his request to submit an appeal. The chief executive officer will submit the request to the Office of the State Board of Education for review by the Board or the Board's designated representatives. The decision of the State Board of Education is the final determination and is binding on all parties concerned, subject to the student's statutory right to appeal the final determination to district court.



[View in Browser](#)

In-State College and University Tuition for Foreign Service Members and Dependents

The AFSA-supported Foreign Service Families Act in the National Defense Authorization Act for Fiscal Year 2022 (NDAA), which President Biden signed into law on December 27, 2021, mandates that states grant the in-state college tuition rate to Foreign Service members, their spouses, and dependents in their state of domicile. While that provision does not take effect until the first period of college enrollment that begins after July 1, 2024 (some state legislatures only meet every two years and may need to amend state law for compliance), there are steps that Foreign Service families can take now to strengthen their case for domicile.

Background

The decision on whether to grant in-state tuition at public institutions of higher education is made on a state-by-state basis based on state law and implementing regulations. In a state like California which has three separate public college systems, the implementing regulations can vary at different colleges. The ultimate decision on whether to grant in-state tuition is usually made by the admissions office of each individual school.

That decision is usually an automatic "yes" for applicants who have been physically present in the state for a specified length of time, but it gets more complex for children of Foreign Service members who grew up in the state who are not currently physically present due to their family's government service. In such cases, Foreign Service families are often required to pay a non-resident supplemental tuition fee. During a four-year undergraduate education, that additional fee in some states can cost the family over \$100,000 per child (for example, the University of California system currently charges \$119,016 extra).

For decades, AFSA has provided the service of writing letters to admissions offices on behalf of members to make the case that they remain domiciled in the state and, thus, should be given the in-state rate. The letters explain that, under the Vienna Convention, U.S. diplomats and their families are not considered to be a resident in the country to which they are accredited. Becoming a member of the Foreign Service and serving our country at locations around the world as directed by government orders does not change the member's prior domicile. Upon entry on duty, Foreign Service members must declare to the Department of State their U.S. state of legal residence on Official Form 126. That state continues to be their state of legal residency unless they take steps to change it. The AFSA letters then detail the member's specific past and continuing ties to their state (for example, voter registration and driver's license).

Over the years the eetter have often succeeded in convincing dmi in ffice t gr nt in- t te tuiti n. But many public univer itie f ce gr wing fin nci pre ure me F reign Service member hve been required t p y ut- f- t te tuiti n de pite demon tr ting ce r tie t the t te evidence f c ntinued d micide. Theref re in te d f c ntinuing t dv c te with mi ed re ut n t te-by- t te nd c ege-by- c ege b i AFSA decided th t n ti nwide uti n wa needed. Thu working with bip rti n upp rter in the Sen te nd Hau e AFSA ecured the in erti n f the F reign Service in- t te tuiti n pr vi i n in the 2022 NDAA.

The new w imp y dd F reign Service member their p u e nd dependent chi dren t the ng t nding feder w mand ting in- t te tuiti n f r member f the Armed F rce nd their f mi ie wh e d micide r permanent duty t ti ni in the t te t which they re ppying f r public c ege dmi i n. St te g vernment nd individu c ege h ve ng imp emented the mi it ry pr vi i n AFSA e pect th t they wi h ve n diffi cu ty in ppying the me w t the F reign Service.

Proving Domicile

Under the new feder w, dmi i n ffice wi ti decide whether F reign Service nd mi it ry ppic nt re d miced in their t te. St te w, n t feder w, define "d micide " which i metime termed "eg re idence." The pecific wording f t te wsv rie but the gener c ncept i th t y u cquire t birth the d micide f y ur p rent nd y ur d micide i the me th t f y ur p rent whie y u re min r. After bec ming n dut y ur d micide chnge ny if y u e t bi h phy ic pre ence in new t te with the intent f making it y ur permanent h me by t king tep uch p ying t te inc met e buying re e t te regi tering t v te nd bt ining driver' icen e.

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Next Steps

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If y ur chi d wa denied in- t te tuiti n in the p t few ye r de pite y ur f mi y' ce r evidence f p t nd c ntinuing tie t th t t te pe e emai member@af . rg giving u the n me f th t c ege. Thi ye r AFSA wi c nt ct c ege nd t te educ ti n uth ritie th t in the p t h ve denied in- t te tuiti n t ur member t make ure they re wære f the new w.

x

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 2

Members who benefit at the Federal level are being notified of the State of Florida in between now and the July 1, 2024, effective date of the new law. If you are interested in seeing the full text of the law, please email member@afsa.org.

If members are interested in this after July 1, 2024, please email the contact person listed below. Please email as early as possible to the member service staff in Florida to ensure the impact of the law.

American Foreign Service Association
2101 E Street NW
Washington DC 20037
Email us | (202)338-4045 | Visit our website
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**In-State Tuition for Members of the
Armed Forces, Foreign Service, and their Families
(Higher Education Opportunity Act, 20 U.S.C. 1015d)**

Background from the American Foreign Service Association (www.afsa.org)

Congress in Public Law 117-81 of December 27, 2021, amended the long-standing federal law requiring states to extend in-state tuition rates to members of the U.S. armed forces (see the end of this document for the text). The amendment extended coverage to members of the U.S. Foreign Service because, just like members of the armed forces, they frequently change their location of assignment as directed by government orders over the course of a long federal career.

The law requires that states grant in-state tuition to members of the military, Foreign Service, and their families in two circumstances:

-- When their permanent duty station is in the state, irrespective of how long they have been physically present at that location, or

-- When that is their state of domicile, irrespective of how long it has been since they were last physically present in that state.

Congress set the first period of enrollment that begins after July 1, 2024, as the date by which states must grant in-state tuition to qualifying Foreign Service members and their families.

Documentation of Status

States have long applied this special consideration to members of the military and their families. To do so, some states have developed lists of evidence for military members to present to document their current permanent duty station or their state domicile. As state higher education authorities will now make the same evaluation for applications for in-state tuition from members of the Foreign Service and their families, the following information is presented to help do that.

1. To document being a member of the U.S. Foreign Service

Foreign Service members are employed in several federal agencies: the Department of State, the U.S. Agency for International Development, the Foreign Commercial Service of the Department of Commerce, the Foreign Agricultural Service and the Animal and Plant Health Inspection Service of the Department of Agriculture, and the U.S. Agency for Global Media.

Those agencies have both Foreign Service and non-Foreign Service employees, but all their Foreign Service employees (and only their Foreign Service employees) possess a U.S. government Official Form 126 “Foreign Service Residence and Dependency Report” issued by their agency. OF-126 forms are issued to all new Foreign Service members and remain valid throughout their careers. Evidence of their continued employment in their Foreign Service

agency can be shown via documentation such as a photocopy of their agency identification card, W-2 statements, or pay statements.

Spouses and children of Foreign Service members can provide the standard documentation like any person of those relationships such as a marriage certificate, birth certificate, or federal income tax form.

2. To document a permanent duty station in the state

Foreign Service members are transferred to new duty locations by written orders issued by their employing federal agency. The formats vary, but they all detail the location of assignment, the date the assignment begins, and the length of the assignment. Foreign Service members serving domestically can also provide standard documentation like any person of physical presence such as utility bills or residential rental agreements.

3. To document domicile in the state

After joining the Foreign Service, its members typically spend two thirds of their careers serving overseas and are rarely assigned to work in their state of domicile. But, like all people, their state of domicile does not change unless they establish a physical presence in a new state with the intent of making it their permanent home. Under the Vienna Convention on Diplomatic Relations to which the United States is a signatory, U.S. diplomats and their families are not considered to be a resident of the foreign country to which they are accredited.

The federally issued document showing state of domicile for Foreign Service members is the Official Form 126 “Foreign Service Residence and Dependency Report” which is similar in function to the U.S. military’s DD Form 2058 “State of Legal Residence Certificate.” On the OF-126 in block 4, the Foreign Service member certifies their state of legal residence (domicile) under penalty of a \$10,000 fine and five years in prison for willful misrepresentations.

Furthermore, unlike the DD-2058, the OF-126 requires the Foreign Service member to also declare their residence address for service separation. That is the location where the government will ship the Foreign Service member, their family, and household effects at retirement. Listing their state of domicile as their separation address is clear evidence of their intent to resume physical presence in that state after their Foreign Service career ends.

If state educational authorities want additional documentation of legal residence, Foreign Service members assigned outside that state can document their earlier physical presence by showing past state tax returns, school transcripts, voter registration, or other evidence of long-time physical presence. After joining the Foreign Service, they can show continuing ties to their state of domicile by presenting documentation such as absentee voting, maintaining that state’s driver’s license when assigned overseas (when serving domestically, the state where they are assigned may require them to get a local driver’s license), paying nonresident state income tax (when required), and reflecting that state in their will. Some, but not all, may continue to own property in the state and may visit the state when on leave from work.

For More Information

Questions can be sent to the American Foreign Service Association at member@afsa.org or by writing to AFSA, 2101 E Street NW, Washington, DC 20037.

Revised May 2024

20 U.S.C. 1015d (excerpts), as amended by Pub. L. 117-81, Dec. 27, 2021

§1015d. In-State tuition rates for members of qualifying Federal service

(a) Requirement

In the case of a member of a qualifying Federal service who is on active duty for a period of more than 30 days and whose domicile or permanent duty station is in a State that receives assistance under this chapter, such State shall not charge such member (or the spouse or dependent child of such member) tuition for attendance at a public institution of higher education in the State at a rate that is greater than the rate charged for residents of the State.

(b) Continuation

If a member of a qualifying Federal service (or the spouse or dependent child of a member) pays tuition at a public institution of higher education in a State at a rate determined by subsection (a), the provisions of subsection (a) shall continue to apply to such member, spouse, or dependent while continuously enrolled at that institution, notwithstanding a subsequent change in the permanent duty station of the member to a location outside the State. ...

(d) Definitions

In this section, the term "member of a qualifying Federal service" means—

- (1) a member of the armed forces (as defined in section 101 of title 10, United States Code) who is on active duty for a period of more than 30 days (as defined in section 101 of title 10, United States Code); or
- (2) a member of the Foreign Service (as defined in section 103 of the Foreign Service Act of 1980 (22 U.S.C. 3903)) who is on active duty for a period of more than 30 days.

(Pub. L. 89-329, title I, §135, as added by Pub. L. 110-315, title I, §114, Aug. 14, 2008, 122 Stat. 3111 and amended by Pub. L. 117-81, title LXII, §6206, Dec. 27, 2021)

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

SUBJECT

Board Policy V.T. – Fee Waivers – First Reading

APPLICABLE STATUTES, RULE OR POLICY

Idaho State Board of Education Governing Policies and Procedures, Section V.T. Section 209 (b)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42) Citizens of the Federated States of Micronesia, the Marshall Islands and Palau.

BACKGROUND / DISCUSSION

In March 2024 a new law was enacted by the Federal Government, which impacts the amount of tuition that states can charge for students who are residents of the Freely Associated States of Micronesia, the Marshall Islands and Palau. This law became effective July 1, 2024, and it prohibits public institutions of higher education that participate in the student financial assistance programs under Title IV of the Higher Education Act of 1965, as amended, from charging students who are citizens of the Freely Associated states more than the in-state tuition rate.

In order to address covered individuals attending Boise State University, Idaho State University, University of Idaho, and Lewis-Clark State College, changes to Board Policy V.T. are necessary. The change allows for an additional waiver type which can be used for student residents of the Freely Associated States. This will provide compliance with Section 209 (b)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42).

IMPACT

Institutions covered by this policy currently report that this has minimal impact. The impact could rise if any of the covered institutions use this as a recruiting tool.

ATTACHMENTS

Attachment 1 – Board Policy V.T. - Fee Waivers – Proposed Revisions, redline
Attachment 2 – Federal Student Aid Guidance Memo dated April 29, 2024
Attachment 3 – Article – Congress Extends In-State Tuition for Pacific Islanders

STAFF COMMENTS AND RECOMMENDATIONS

Board staff contacted all public institutions including the public community colleges to make sure they were aware of this change and recommended that the community colleges look at their policy to determine if any changes needed to be made. The proposed amendment to Board policy would assure compliance for Boise State University, Idaho State University, Lewis-Clark State College and the University of Idaho with Section 209 (b)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42).

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

BOARD ACTION

I move to approve the first reading of proposed amendments to Board policy V.T. Fee Waivers, as presented in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

1. Purpose and Authority for Fee/Tuition Waivers

a. Definition

A fee/tuition waiver shall mean a reduction of some or all of the approved fees/tuition specified in Section V, Subsection R, attributable to a particular student as the cost for attending an Idaho institution of higher education.

b. Purpose

The purpose in authorizing fee/tuition waivers includes but is not limited to the achievement of the following strategic objectives:

- i. The enhancement of education opportunities for Idaho residents;
- ii. To promote mutually beneficial cooperation and development of Idaho communities and nearby communities in neighboring states;
- iii. To contribute to the quality of educational programs;
- iv. To assist in maintaining the cost effectiveness of auxiliary operations in Idaho institutions of higher education; and
- v. To comply with Section 3679(c) of Title 38, United States Code, effective July 1, 2015, ("Section 3679(c)") which states that the Secretary of Veterans Affairs shall disapprove courses of education provided by public institutions if certain veterans and their dependents are charged non-resident tuition.
- vi. To comply with Section 209 (b)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42) effective July 1, 2024 which states that "...for fiscal year 2024 and each fiscal year thereafter, the Government of the United States shall require as a condition of eligibility for a public institution of higher education in any State (as defined in section 103 of the Higher Education Act of 1965 (20 U.S.C. 1003)) that is not a Freely Associated State to participate in or receive funds under any program under title IV of such Act (20 U.S.C. 1070 et seq.), that the institution charge students who are citizens of the Federated States of Micronesia, the Republic of the Marshall Islands, or the Republic of Palau tuition for attendance at a rate that is not greater than the rate charged for residents of the State in which such public institution of higher education is located."

c. Authority

An institution shall not waive any of the applicable fees/tuition specified in Section V, Subsection R., unless specifically authorized in this subsection. Employee/Spouse/Dependent, Senior Citizen, In-Service Teacher Education, and Workforce Training Credit fees as authorized pursuant to Board policy V.R. do not constitute waivers.

2. Waiver of Nonresident Fees/Tuition

Nonresident fees/tuition may be waived for the following categories:

a. Graduate/Instructional Assistants

Waivers are authorized for students employed as graduate assistants appointed pursuant to Section III, Subsection P.11.c.

b. Students Participating in Intercollegiate Athletics

For the purpose of improving competitiveness in intercollegiate athletics, the universities are authorized up to two hundred twenty-five (225) waivers per semester and, Lewis-Clark State College is authorized up to one hundred ten (110) waivers per semester. The institutions are authorized to grant additional waivers, not to exceed ten percent (10%) of the above waivers, to be used exclusively for post-eligibility students.

c. Non-resident students who prove to the institution that they meet the eligibility criteria set forth under Section 3679(c) of Title 38, United States Code.

If a Section 3679(c) waiver is granted and eligibility for veteran benefits concludes prior to completion of the degree sought and a student has completed at least one semester at the institution, at the election of the institution, Section 3679(c) waiver eligibility may be extended through the duration of a student's program of study for up to three additional years to allow for degree completion. If a student receiving a waiver under this section has an institution-approved gap in education for a medical or other emergency, the institution may exercise discretion to reinstate the waiver.

d. Waivers to Meet Other Strategic Objectives

The chief executive officer of each institution is authorized to waive nonresident fees/tuition for students, not to exceed the equivalent of six percent (6%) of the institution's total full-time equivalent enrollment. The criteria to be followed in granting such nonresident waivers shall be as follows:

i. A waiver may be granted to place a nonresident student in an institutional program only when there is sufficient capacity in the program to meet the needs of Idaho resident students; and

ii. A waiver may be granted only when its use is fiscally responsible to place a nonresident student in an institutional program in order to meet a strategic state and/or institutional need, as identified by the chief executive officer of the institution.

e. National Student Exchange Program - Domestic

Waivers are authorized for nonresident students participating in this program.

f. Western Interstate Commission for Higher Education

Waivers are authorized for nonresident students participating in the Western Interstate Commission for Higher Education Professional Student Exchange Program and the Graduate Student Exchange Program. An institution may include a participating nonresident student in its enrollment workload adjustment calculation, provided the figure does not exceed the maximum approved for an institution by the Board.

g. Institution Agreements

An institution may request Board approval of agreements with other entities resulting in special fees if it is shown to meet a strategic or workforce need (e.g. reaching an underserved or isolated population) or to help facilitate collaboration between the public institutions as it relates to enrollment and course/degree completion. The discounted dollar value of these special fees shall be reported to the Board, for inclusion in the annual discounts and waivers report, in a format and time to be determined by the Executive Director.

h.

Federal Student Aid

An OFFICE of the U.S. DEPARTMENT of EDUCATION

Published on <https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2024-04-29/state-tuition-and-title-iv-eligibility-citizens-freely-associated-states>

POSTED DATE: April 29, 2024


AUTHOR: Office of Postsecondary Education

ELECTRONIC ANNOUNCEMENT ID: GENERAL-24-50

SUBJECT: In-State Tuition and Title IV Eligibility for Citizens of the Freely Associated States

This Electronic Announcement describes the provisions of a new law enacted in March 2024 that prevents public institutions of higher education (IHEs) that participate in the student financial assistance programs under *Title IV* of the *Higher Education Act* of 1965, as amended (*Title IV* programs) from charging students who are citizens of the Freely Associated States more than the in-state tuition rate. The new law also addresses these citizens' eligibility for *Title IV*, HEA program funds.

In-State Tuition

Section 209 (b)(1)(E) of *Title II* of *Division G* of *The Consolidated Appropriations Act of 2024* ([Public Law 118-42](#) ) provides that "...for fiscal year 2024 and each fiscal year thereafter, the Government of the United States shall require as a condition of eligibility for a public institution of higher education in any State (as defined in section 103 of the Higher Education Act of 1965 (20 U.S.C. 1003)) that is not a Freely Associated State to participate in or receive funds under any program under title IV of such Act (20 U.S.C. 1070 et seq.), that the institution charge students who are citizens of the Federated States of Micronesia, the Republic of the Marshall Islands, or the Republic of Palau tuition for attendance at a rate that is not greater than the rate charged for residents of the State in which such public institution of higher education is located...".

Effective on July 1, 2024, for the 2024-25 award year, a public institution of higher education (IHE) (not a private IHE that offers in-state tuition) may not charge more than its in-state tuition rate to citizens of the three Freely Associated States, which are the Federated States of Micronesia (FSM), the Republic of the Marshall Islands (RMI), and the Republic of Palau. This requirement applies to tuition charged to students on or after July 1, 2024.

Title IV Eligibility

This law clarifies that citizens of all three Freely Associated States are eligible for the following three *Title IV*, HEA programs: Pell Grants, Federal Work Study (FWS), and Federal Supplemental Educational Opportunity Grant (FSEOG). The law also provides that IHEs located in the Freely Associated States may participate in these three programs: Pell Grants, FWS, and FSEOG.

Specifically, Section 209(b)(1)(D) of the Public Law 118-42 provides that the Government of the United States shall "...continue to make available to eligible institutions of higher education in the Republic of Palau and make available to eligible institutions of higher education in the Federated States of Micronesia and the Republic of the Marshall Islands and to students enrolled in those institutions of higher education, and to students who are citizens of the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau and enrolled in institutions of higher education in the United States and territories of the United States, grants under — (i) subpart 1 of part A of title IV of the Higher Education Act of 1965 (20 U.S.C. 1070a et seq.); (ii) subpart 3 of part A of title IV of the Higher Education Act of 1965 (20 U.S.C. 1070b et seq.); and (iii) part C of title IV of the Higher Education Act of 1965 (20 U.S.C. 1087-51 et seq.);".

Thus, IHEs must continue to make awards to eligible students who are citizens of all three of the Freely Associated States under the Pell Grant program. Eligible students who are citizens of the Republic of Palau continue to remain eligible to receive awards under the FSEOG and FWS programs. Effective for the 2024-25 award year, citizens of FSM and RMI are newly eligible for awards under FSEOG and FWS. Students from the Freely Associated States remain ineligible for Direct Loan and TEACH Grant funds.

Supplemental Education Grants

The Amended Compacts between the United States and FSM and RMI discontinue the Supplemental Education Grants (SEG) which were previously provided by the Department directly to the governments of FSM and RMI.

Contact Information

BUSINESS AFFAIRS AND HUMAN RESOURCES

Please send questions about in-State tuition through the [Contact Customer Support form](#) link in Federal Student Aid Help Center. When submitting a question, please enter your name, email address, IHE, topic, and question. When selecting a topic, please select "Policy Guidance."

AUGUST 21, 2024

ATTACHMENT 2

Congress enacts new law for public colleges

Some public colleges and higher education groups are worried about the precedent set by the change in federal law, which takes effect July 1.

By [Katherine Knott](#)



A new federal law requires public colleges and universities to offer in-state tuition to students from three counties that are considered freely associated states.

Ferrantraite/E+/Getty Images

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 university in the United States starting

Congressional interest in state matters.

The islands in the Pacific Ocean are considered free associate states, a status that's similar to U.S. territories and confers some benefits to those countries and their citizens. Combined, they are home to about 100,000 residents, so the financial impact on U.S. colleges should be minimal. Still, some college leaders say the amount amounts to an unmanageable that force public institutions to in a way to make up the financial difference.

Extending in-state tuition to students from the free associate states represents a new territory in what is a relatively recent policy trend. In 2014, Congress began equipping states to provide in-state tuition to veterans—a move public colleges oppose—an attempt to extend the cheaper tuition rate to foreign service members and their families. The approach passed in December 2014 and is a so set to take effect this summer.

"Federal lawmakers should support students through the benefits and appropriately leave it to states to make their determinations on awarding state benefits," said Craig Linham, senior vice president of governmental affairs at the Association of Public and Land-grant Universities. "It's simply inappropriate for the federal government to dictate to states populations of students to receive state tuition. The scope is extremely slippery to evaluate state discretion in determining state tuition policies." 2

The new policy mandating in-state tuition of students from free associate states quietly included in the federal budget of fiscal year 2014, which passed in March. 2 It came as a surprise to some higher education associations, and it's unclear how pushed through Capitol Hill. It received little to no public discussion until an April 9, 2014 online announcement from the Office of Federal Student Aid.

Articles remaining

This is the first time we've been able to find where the federal government has infringed upon that sovereignty in determining who qualifies and does not qualify for in-state tuition," Rodri... told the... Board of Governor.

Rodri... said he talked with other state chancellors about the change and has threatened legal action.

"We are consulting with one of the top constitutional law firms in the nation to figure out the best way to challenge this," he said.

Florida state attorney general declined to comment beyond the disclosure at the board meeting.

'A Deeply Troubling Precedent'

Colleges that don't comply risk losing access to federal financial aid; the law makes offering in-state tuition to students from other states a condition of liability for the funds.

"We don't support Congress requiring in-state tuition or that tuition policy as a matter of public policy," David Baime, senior vice president for government relations at the American Association of Community Colleges, said. "It's a deeply troubling precedent."

Editors' Picks

More Downsizing at Beleaguere ETS

Unions Institute & University Announces Closure

Unlike with previous laws mandating in-state tuition, colleges aren't getting much time to adapt to the change. Congress amended the Higher Education Act of 1965 in March, when it passed a set of spending bills for fiscal year 2024, which were then signed into law; the change is expected to take place this summer. But the compressed timeline could make it complicated for some colleges whose tuition policies are set by state lawmakers.

The latest budget also clarified that all citizens of the freely associated states are eligible to receive Pell grants, federal work study and federal supplemental education opportunity grants, which provide very low-income students with direct cash payments. Institutions in these countries are also eligible to participate in the three programs. Students from the freely associated states remain ineligible for federal student loans.

Katherine Knott

Articles remaining

Articles re i i

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

IDAHO STATE UNIVERSITY

SUBJECT

Operating agreement between Idaho State University (ISU) and the Idaho State University Foundation, Inc.

REFERENCE

June 2018	Board re-approval of ISU Operating Agreement with ISU Foundation
June 2021	Board re-approval of ISU Operating Agreement with ISU Foundation

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

Board policy requires formal Board recognition of a nonprofit or affiliated foundation to benefit a public college or university in Idaho. The institution and an affiliated foundation must enter an operating agreement to address the topics outlined in Policy V.E. The operating agreement between an institution and an affiliated foundation must be approved by the Board prior to execution and must be re-submitted to the Board every three (3) years, or as otherwise requested by the Board, for review and re-approval.

ISU worked with the ISU Foundation to make changes to the existing operating agreement approved by the Board in June 2021. The 2021 Operating Agreement requires that the Foundation supervise University employees when performing work for the Foundation. Changes to the 2021 Operating Agreement include:

1. Update references to ISU position titles.
2. Update the records management process to enable the Vice President of Advancement to further delegate access to confidential foundation data in Article V.2.a. subject to completion of a signed confidentiality agreement.
3. Update language related to annual budgeting in Article V.5. to include reference to ISU making special requests for supplemental funding from the Foundation outside of the annual budget process.
4. Update the physical address for the location of the Foundation Offices in Article VIII.9.
5. Amend the Operating Agreement exhibits to provide that the following exhibits are available on the Foundation's public website, instead of being attached to the Operating Agreement:
 - a. Exhibit C - Investment Policy
 - b. Exhibit D - Articles of Incorporation
 - c. Exhibit E - Bylaws
 - d. Exhibit F - Conflict of Interest Policy and Exhibit G - Code of Ethical Conduct are attached to the Operating Agreement.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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The Service Agreement is Attachment B to the Operating Agreement. The Service Agreement requires that the Foundation reimburse ISU for personnel costs, including benefits, for positions performing work for the Foundation. Changes to the 2021 Service Agreement include:

1. Update references to ISU position titles.
2. Add reference to May 28, 2021, Guarantee Agreement to Paragraph B.2. The Guarantee Agreement is between ISU and the ISU Foundation and provides that in exchange for guaranteed funding related to the construction of the ICCU Bengal Alumni Center, which was completed in May of 2023, the Foundation is entitled to use the Center for Foundation related business at no charge.
3. Clarify that the Foundation will reimburse ISU for replacement costs for furnishings and equipment used by personnel performing work for the Foundation.
4. Article V.5. of the Operating Agreement sets forth the process for establishing the annual operating budget and capital expenditure plan.
5. Adds language to Paragraph B.1. to clarify that the Foundation is responsible for costs of catering and other variable costs associated with Foundation meetings and events held at the ICCU Bengal Alumni Center.

IMPACT

Approval of the operating agreement maintains compliance with Board policy V.E. and reflects updated operational standards between ISU and the Foundation.

ATTACHMENTS

- Attachment 1 - Proposed operating agreement between Idaho State University and Idaho State University Foundation
- Attachment 2 - Proposed operating agreement redlined to the Board's Foundation Agreement Template
- Attachment 3 - Proposed operating agreement redlined to 2021 Operating Agreement
- Attachment 4 - Proposed Exhibit B - Service Agreement
- Attachment 5 - Proposed Service Agreement redlined to 2021 Service Agreement

BOARD STAFF COMMENTS AND RECOMMENDATIONS

Board staff have reviewed the documents provided to ensure substantial alignment with Board Policy V.E.

ISU has worked closely with the ISU Foundation to make necessary changes and modifications to their existing operating agreement, previously approved by the Board in June 2021. The new three (3) year, updated operating agreement between ISU and the ISU Foundation maintains compliance with Policy V.E.,

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

clearly articulates proposed updates/amendments beginning in 2024, and properly utilizes the template developed and approved by the Board in June 2019.

Staff recommends approval.

BOARD ACTION

I move to approve the operating agreement between Idaho State University and Idaho State University Foundation, Inc., as presented in Attachment 1.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**OPERATING AGREEMENT
BETWEEN
IDAHO STATE UNIVERSITY FOUNDATION, INC.
AND
IDAHO STATE UNIVERSITY**

This Operating Agreement (“Operating Agreement”) between Idaho State University Foundation, Inc. (“Foundation”) and Idaho State University (“University”) is entered into as of this _____ day of July, 2024.

WHEREAS, the Foundation was organized and incorporated in 1967 for the purpose of generating voluntary private support from alumni, parents, friends, corporations, foundations, and others for the benefit of the University.

WHEREAS, the Foundation exists to raise and manage private resources supporting the mission and priorities of the University, and provide opportunities for students and a degree of University excellence unavailable with state funding levels.

WHEREAS, the Foundation is dedicated to assisting the University in the building of the endowment to address, through financial support, the long-term academic and other priorities of the University.

WHEREAS, as stated in its articles of incorporation, the Foundation is a separately incorporated 501(c)(3) organization and is responsible for identifying and nurturing relationships with potential donors and other friends of the University, soliciting cash, securities, real and intellectual property, and other private resources for the support of the University, and acknowledging and stewarding such gifts in accordance with donor intent and its fiduciary responsibilities.

WHEREAS, in connection with its fund-raising and asset-management activities, the Foundation utilizes, in accordance with this Operating Agreement, personnel experienced in planning for and managing private support.

WHEREAS, the mission of the Foundation is to secure, manage and distribute private contributions and support the growth and development of the University.

WHEREAS, the University and Foundation desire to set forth in writing various aspects of their relationship with respect to matters such as the solicitation, receipt, management, transfer and expenditure of funds.

WHEREAS, the Parties hereby acknowledge that they will at all times conform to and abide by the Idaho State Board of Education’s Governing Policies and Procedures, Gifts and Affiliated

Foundations Policy V.E., and that they will submit this Operating Agreement for initial State Board of Education (“State Board”) approval, and thereafter every three (3) years, or as otherwise requested by the State Board, for review and re-approval.

WHEREAS, the Foundation and the University intend for this Operating Agreement to be the written operating agreement required by State Board Policy V.E.2.b.

NOW THEREFORE, in consideration of the mutual commitments herein contained, and other good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

**ARTICLE I
Foundation's Purposes**

The Foundation is the primary affiliated foundation responsible for securing, managing and distributing private support for the University. Accordingly, to the extent consistent with the Foundation's Articles of Incorporation and Bylaws, and the State Board's Policies and Procedures, the Foundation shall: (1) solicit, receive and accept gifts, devises, bequests and other direct or indirect contributions of money and other property made for the benefit of the University from the general public (including individuals, corporations, other entities and other sources); (2) manage and invest the money and property it receives for the benefit of the University; and (3) support and assist the University in fundraising and donor relations.

In carrying out its purposes, the Foundation shall not engage in activities that: (1) conflict with federal or state laws, rules and regulations (including all applicable provisions of the Internal Revenue Code and corresponding Federal Treasury Regulations); (2) cause the University to be in violation of applicable policies of the State Board; or (3) conflict with the role and mission of the University.

**ARTICLE II
Foundation's Organizational Documents**

The Foundation shall provide the University with access to its Articles of Incorporation and Bylaws, as amended, via the Foundation’s public website. The Foundation, to the extent practicable, also shall provide the University with an advance copy of any proposed amendments to the Foundation's Articles of Incorporation and Bylaws. The University shall provide all such documents to the State Board.

ARTICLE III
University Resources and Services

1. University Employees.

a. *University/Foundation Liaison:* The University's Vice President for University Advancement shall serve as the University's Liaison to the Foundation.

- i. The Vice President for University Advancement shall be responsible for coordinating the University's and the Foundation's fundraising efforts and for supervising and coordinating the administrative support provided by the University to the Foundation.
- ii. The Vice President for University Advancement or designee shall attend each meeting of the Foundation's Board of Directors and shall report on behalf of the University to the Foundation's Board of Directors regarding the University's fundraising efforts.

b. *Director of Advancement and Foundation Services:* The Director of Advancement and Foundation Services is an employee of the University. The Director of Advancement and Foundation Services shall be responsible for the supervision and control of the day-to-day operations of the Foundation, subject to the direction and control of the Foundation, as set forth in the Service Agreement attached hereto as Exhibit "B" ("Service Agreement"). More specific duties of the Director of Advancement and Foundation Services are set forth in the Service Agreement.

c. *Other University Employees Holding Key Foundation or Administrative or Policy Positions:* In the event the University and the Foundation determine it is appropriate for one or more additional University employees who function in a key administrative or policy making capacity for the University (including, but not limited to, any University Vice-President or equivalent position) to serve both the University and the Foundation, then, pursuant to State Board Policy V.E., this Operating Agreement shall be amended to clearly set forth the authority and responsibilities of the position of any such University employee.

d. *Limited Authority of University Employees.* Notwithstanding the foregoing provisions, no University employee who functions in a key administrative or policy making capacity for the University (including, but not limited to, any University Vice-President or equivalent position) shall be permitted to have responsibility or authority for Foundation policy making, financial oversight, spending authority, investment decisions, or the supervision of Foundation employees.

2. Support Services. The University shall provide administrative, financial, accounting, investment, and development services to the Foundation, as set forth in the Service Agreement. All University employees who provide support services to the Foundation shall remain University employees under the direction and control of the University, unless agreed that the direction and

control of any such employee will be vested with the Foundation. In consideration of the services provided to the Foundation by the University, the Foundation will pay directly to the University that portion of the overhead costs agreed to between the parties under the Service Agreement. The portion of such costs shall be determined by the agreement of the Parties.

3. University Facilities and Equipment. The University shall provide the use of the University's office space and equipment to the Foundation upon the terms agreed to by the University and the Foundation. The terms of use of the University's office space and equipment shall be as set forth in the Service Agreement.

4. No Foundation Payments to University Employees. Notwithstanding any provision of this Operating Agreement to the contrary, the Foundation shall not make any payments directly to an University employee in connection with any resources or services provided to the Foundation pursuant to this Operating Agreement.

ARTICLE IV Management and Operation of Foundation

The management and control of the Foundation shall rest with its Board of Directors.

1. Gift Solicitation.

Authority of Vice President for University Advancement. All Foundation gift solicitations shall be subject to the direction and control of the Vice President for University Advancement.

a. *Form of Solicitation.* Any and all Foundation gift solicitations shall make clear to prospective donors that (1) the Foundation is a separate legal and tax entity organized for the purpose of encouraging voluntary, private gifts, trusts, and bequests for the benefit of the University; and (2) responsibility for the governance of the Foundation, including the investment of gifts and endowments, resides in the Foundation's Board of Directors.

b. *Foundation is Primary Donee.* Absent unique circumstances, prospective donors shall be requested to make gifts directly to the Foundation rather than to the University.

2. Acceptance of Gifts.

a. *Approval Required Before Acceptance of Certain Gifts.* Before accepting contributions or grants for restricted or designated purposes that may require administration or direct expenditure by the University, the Foundation shall obtain the prior written approval of the University. Similarly, the Foundation shall also obtain the prior written approval of the University of the acceptance of any gift or grant that would impose a binding financial or contractual obligation on the University.

b. *Acceptance of Gifts of Real Property.* The Foundation shall conduct adequate due diligence on all gifts of real property that it receives. All gifts of real property intended to be

held and used by the University shall be approved by the State Board before acceptance by the University and the Foundation. In cases where the real property is intended to be used by the University in connection with carrying out its proper functions, the real property may be conveyed directly to the University, in which case the University and not the Foundation shall be responsible for the due diligence obligations for such property.

c. *Processing of Accepted Gifts.* All gifts received by the University or the Foundation shall be delivered (if cash) or reported (if any other type of property) to the Foundation's designated gift administration office (a unit of the Foundation) in accordance with the Service Agreement.

3. Fund Transfers. The Foundation agrees to transfer funds, both current gifts and income from endowments, to the University on a regular basis as agreed to by the Parties. The Foundation's Treasurer or other individual to whom such authority has been delegated by the Foundation's Board of Directors shall be responsible for transferring funds as authorized by the Foundation's Board of Directors.

a. *Restricted Gift Transfers.* The Foundation shall inform the University officials into whose program or department funds are transferred of any restrictions on the use of such funds and provide such officials with access to any relevant documentation concerning such restrictions. Such University officials shall account for such restricted funds separate from other program and department funds in accordance with applicable University policies and shall notify the Foundation on a timely basis regarding the uses of such restricted funds.

b. *Unrestricted Gift Transfers.* The Foundation may utilize any unrestricted gifts it receives for any use consistent with the Foundation's purposes as generally summarized in Article I of this Operating Agreement. If the Foundation elects to use unrestricted gifts to make grants to the University, such grants shall be made at such times and in such amounts as the Foundation's Board of Directors may determine in the Board's sole discretion.

4. Foundation Expenditures and Financial Transactions.

a. *Signature Authority.* The Foundation designates the Foundation Treasurer as the individual with signature authority for the Foundation in all financial transactions. The Foundation may supplement or change this designation with written notice to the University; provided, however, in no event may the person with Foundation signature authority for financial transactions be an University employee.

b. *Expenditures.* All expenditures of the Foundation shall be (1) consistent with the charitable purposes of the Foundation, and (2) not violate restrictions imposed by the donor or the Foundation as to the use or purpose of the specific funds.

5. University Report on Distributed Funds. On a regular basis, which shall not be less than annually, the University shall report to the Foundation on the use of restricted and unrestricted funds

transferred to the University. This report shall specify the restrictions on any restricted funds and the uses of such funds.

6. Transfer of University Assets to the Foundation. No University funds, assets, or liabilities may be transferred directly or indirectly to the Foundation without the prior approval of the State Board except when:

- a. A donor inadvertently directs a contribution to the University that is intended for the Foundation in which case such funds may be transferred to the Foundation so long as the documents associated with the gift indicate the Foundation was the intended recipient of the gift. In the absence of any such indication of donor intent, such funds shall be deposited in an University account, and State Board approval will be required prior to the University's transfer of such funds to the Foundation.
- b. The University has gift funds that were originally transferred to the University from the Foundation and the University wishes to return a portion of those funds to the Foundation for reinvestment consistent with the original intent of the gift.
- c. Transfers of a *de minimis* amount not to exceed \$10,000 from the University to the Foundation provided such funds are for investment by the Foundation for scholarship or other general University support purposes. This exception shall not apply to payments by the University to the Foundation for obligations of the University to the Foundation, operating expenses of the Foundation or other costs of the Foundation.
- d. The transfer is of funds raised by the University for scholarship or program support and the funds are deposited with the affiliated foundation for investment and distribution in accordance with the purpose for which the funds were raised.

7. Separation of Funds. All Foundation assets (including bank and investment accounts) shall be held in separate accounts in the name of the Foundation using Foundation's Federal Employer Identification Number. The financial records of the Foundation shall be kept using a separate chart of accounts. For convenience purposes, some Foundation expenses may be paid through the University such as payroll and campus charges. These expenses will be paid through accounts clearly titled as belonging to the Foundation and shall be reimbursed by the Foundation on a regular basis.

8. Insurance. The Foundation shall maintain insurance to cover the operations and activities of its directors, officers and employees. The Foundation shall also maintain general liability coverage.

9. Investment Policies. All funds held by the Foundation, except those intended for short term expenditures, shall be invested in accordance with the Uniform Prudent Management of University Funds Act, Idaho Code Sections 33-5001 to 33-5010, and the Foundation's investment policy which is posted on the Foundation's public website; provided, however, the Foundation shall not invest any funds in a manner that would violate the applicable terms of any restricted gifts. The

Foundation shall provide the University with access to its investment policy, as amended, via the Foundation's public website.

10. Organization Structure of the Foundation. The organizational structure of the Foundation is set forth in the Foundation's Articles of Incorporation and the Bylaws, as amended. The Foundation shall provide the University and State Board with access to its Articles of Incorporation and Bylaws, as amended, via the Foundation's public website.

**ARTICLE V
Foundation Relationships with the University**

At all times and for all purposes of this Operating Agreement, the University and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party, provided, however, the University and the Foundation acknowledge that the Foundation carries out functions for the benefit of the University. As such, the Parties shall share certain information as provided below.

1. Access to Records. Subject to recognized legal privileges, each Party shall have the right to access the other Party's financial, audit, donor and related books and records as needed to properly conduct its operations.

2. Record Management.

a. The Parties recognize that the records of the Foundation relating to actual or potential donors contain confidential information. Such records shall be kept by the Foundation in such a manner as to protect donor confidentiality to the fullest extent allowed by law. Notwithstanding the access to records permitted above, access to such confidential information by the University shall be limited to the University's President, Vice President for University Advancement, and any designee of the University's President or Vice President for University Advancement, subject to such designee first completing a confidentiality agreement.

b. The Foundation shall be responsible for maintaining all permanent records of the Foundation including but not limited to the Foundation's Articles, Bylaws and other governing documents, all necessary documents for compliance with IRS regulations, all gift instruments, and all other Foundation records as required by applicable laws.

c. Although the Foundation is a private entity and is not subject to the Idaho Public Records Law, the Foundation, while protecting personal and private information related to private individuals, is encouraged, to the extent reasonable, to be open to public inquiries related to revenue, expenditure policies, investment performance and/or similar non-personal and non-confidential financial or policy information.

3. Name and Marks. Consistent with its mission to help to advance the plans and objectives of the University, the University grants the Foundation the limited, non-exclusive use of the name Idaho State University, for use in its support of the University. The Foundation shall operate

under the University's logotype in support of its organizational business and activities. Any use by the Foundation of the University's logotypes or other trademarks must be with prior approval of the University through the Office of Marketing and Communications.

4. Identification of Source. The Foundation shall be clearly identified as the source of any correspondence, activities and advertisements emanating from the Foundation.

5. Establishing the Foundation's Annual Budget. The Foundation shall provide the University with the Foundation's proposed annual operating budget and capital expenditure plan (if any) prior to the date the Foundation's Board of Directors meeting at which the Foundation's Board will vote to accept such operating budget. Additional funding requests made by the University to the Foundation shall be communicated in writing to the Director of Advancement and Foundation Services and the Foundation's Treasurer for consideration by the Foundation Board within an appropriate period of time for the Foundation Board to evaluate and respond to the request without causing undue burden for investment decisions relative to a funding approval.

6. Attendance of University's President at Foundation's Board of Director Meetings. The University's President shall be invited to attend all meetings of the Foundation's Board of Directors and may act in an advisory capacity in such meetings.

7. Supplemental Compensation of University Employees. Any supplemental compensation of University employees by the Foundation must be preapproved by the State Board. Any such supplemental payment or benefits must be paid by the Foundation to the University, and the University shall then pay compensation to the employee in accordance with the University's normal practice. No University employee shall receive any payments or other benefits directly from the Foundation.

ARTICLE VI

Audits and Reporting Requirements

1. Fiscal Year. The Foundation and the University shall have the same fiscal year.

2. Annual Audit. On an annual basis, the Foundation shall have an audit conducted by a qualified, independent certified public accountant who is not a director or officer of the Foundation. The annual audit will be provided on a timely basis to the University's President and the State Board, in accordance with the State Board's schedule for receipt of said annual audit. The Foundation's annual statements will be presented in accordance with standards promulgated by the Financial Accounting Standards Board (FASB). The Foundation is a component unit of the University as defined by the Government Accounting Standards Board (GASB). Accordingly, the University is required to include the Foundation in its financial statements which follow a GASB format. Therefore, the Foundation will prepare schedules reconciling the FASB Statements to GASB standards in the detail required by GASB Standards. The annual audited financial statements, including the auditor's independent opinion regarding such financial statements, and schedules shall be submitted to the University Office of Finance and Business Affairs in sufficient time to incorporate

the same into the University's statements. All such reports and any accompanying documentation shall protect donor privacy to the extent allowable by law.

3. Separate Audit Rights. The University agrees that the Foundation, at its own expense, may at any time during normal business hours conduct or request additional audits or reviews of the University's books and records pertinent to the expenditure of donated funds. The Foundation agrees that the University and the State Board, at its own expense, may, at reasonable times, inspect and audit the Foundation's books and accounting records.

4. Annual Reports to University President. On a regular basis, which shall not be less than annually, the Foundation shall provide a written report to the University President setting forth the following items:

- a. the annual financial audit report;
- b. an annual report of Foundation transfers made to the University, summarized by University department;
- c. an annual report of unrestricted funds received by the Foundation;
- d. an annual report of unrestricted funds available for use during the current fiscal year;
- e. a list of all of the Foundation's officers, directors, and employees;
- f. a list of University employees for whom the Foundation made payments to the University for supplemental compensation or any other approved purpose during the fiscal year, and the amount and nature of that payment;
- g. a list of all state and federal contracts and grants managed by the Foundation;
- h. an annual report of the Foundation's major activities;
- i. an annual report of each real estate purchase or material capital lease, investment, or financing arrangement entered into during the preceding Foundation fiscal year for the benefit of the University; and
- j. an annual report of (1) any actual litigation involving the Foundation during its fiscal year; (2) identification of legal counsel used by the Foundation for any purpose during such year; and (3) identification of any potential or threatened litigation involving the Foundation.

**ARTICLE VII
Conflict of Interest and Code of Ethics and Conduct**

1. Conflicts of Interest Policy and Code of Ethics and Conduct. The Foundation's Conflict of Interest Policy is attached as Exhibit "F", and its Code of Ethical Conduct is set forth as Exhibit "G".

2. Dual Representation. Under no circumstances may an University employee represent both the University and the Foundation in any negotiation, sign for both entities in transactions, or direct any other University employee under their immediate supervision to sign for the related Party in a transaction between the University and the Foundation. This shall not prohibit University employees from drafting transactional documents that are subsequently provided to the Foundation for its independent review, approval and use.

3. Contractual Obligation of University. The Foundation shall not enter into any contract that would impose a financial or contractual obligation on the University without first obtaining the prior written approval of the University. University approval of any such contract shall comply with policies of the State Board with respect to State Board approval of University contracts.

4. Acquisition or Development of Real Estate. The Foundation shall not acquire or develop real estate or otherwise build facilities for the University's use without first obtaining approval of the State Board. In the event of a proposed purchase of real estate by the Foundation for the University, the University shall notify the State Board at the earliest possible date. Any such proposed purchase for the University's use shall be a coordinated effort of the University and the Foundation. Any notification to the State Board required pursuant to this paragraph may be made through the State Board's chief executive officer in executive session pursuant to the open meeting law, set forth in Idaho Code, Title 74, Chapter 2.

ARTICLE VIII
General Terms

1. Effective Date. This Operating Agreement shall be effective on the date set forth above.

2. Right to Terminate. This Operating Agreement shall terminate upon the mutual written agreement of both Parties. In addition, either Party may, upon 90 days prior written notice to the other, terminate this Operating Agreement, and either Party may terminate this Operating Agreement in the event the other Party defaults in the performance of its obligations and fails to cure the default within 30 days after receiving written notice from the non-defaulting Party specifying the nature of the default. Should the University choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the Foundation that is not cured within the time frame set forth above, the Foundation may require the University to pay, within 180 days of written notice, all debt incurred by the Foundation on the University's behalf including, but not limited to, lease payments, advanced funds, and funds borrowed for specific initiatives. Should the Foundation choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the University that is not cured within the time frame set forth above, the University may require the Foundation to pay any debt it holds on behalf of the Foundation in like manner. The Parties agree that in the event this Operating Agreement shall terminate, they shall cooperate with one another in good faith to negotiate a new agreement within six (6) months. In the event negotiations fail, the Parties will initiate the dispute resolution mechanism described below (through reference to the Foundation Chair and the State Board) to further attempt to negotiate a new agreement within the time period specified herein, they will refer the matter to the State Board for resolution. Termination of this Operating Agreement shall not constitute or cause dissolution of the Foundation.

3. Dispute Resolution. The Parties agree that in the event of any dispute arising from this Operating Agreement, they shall first attempt to resolve the dispute by working together with the appropriate staff members of each of the Parties. If the staff cannot resolve the dispute, then the dispute will be referred to the Chair of the Board of the Foundation and the University President. If the Foundation Board Chair and University President cannot resolve the dispute, then the dispute will be referred to the Foundation Chair and the State Board for resolution. If they are unable to resolve the dispute, the Parties shall submit the dispute to mediation by an impartial third Party or professional mediator mutually acceptable to the Parties. If and only if all the above mandatory steps are followed in sequence and the dispute remains unresolved, then, in such case, either Party shall have the right to initiate litigation arising from this Operating Agreement. In the event of litigation, the prevailing Party shall be entitled, in addition to any other rights and remedies it may have, to reimbursement for its expenses, including court costs, attorney fees, and other professional expenses.

4. Dissolution of Foundation. Consistent with provisions appearing in the Foundation's Bylaws and Articles of Incorporation, should the Foundation cease to exist or cease to be an Internal Revenue Code §501(c)(3) organization, the Foundation shall transfer to the State Board (or

University, as applicable) the balance of all property and assets of the Foundation from any source, after the payment of all debts and obligations of the Foundation, and such property shall be vested in the State Board in trust for the use and benefit of the University.

5. Board Approval of Operating Agreement. Prior to the Parties' execution of this Operating Agreement, an unexecuted copy of this Operating Agreement must be approved by the State Board. Furthermore, this Operating Agreement, including any subsequent modifications and restatements of this Operating Agreement, shall be submitted to the State Board for review and approval no less frequently than once every three (3) years or more frequently if otherwise requested by the State Board.

6. Modification. Any modification to the Operating Agreement or Exhibits hereto shall be in writing and signed by both Parties.

7. Providing Document to and Obtaining Approval from the University. Unless otherwise indicated herein, any time documents are to be provided to the University or any time the University's approval of any action is required, such documents shall be provided to, or such approval shall be obtained from, the University's President or an individual to whom such authority has been properly delegated by the University's President.

8. Providing Documents to and Obtaining Approval from the Foundation. Unless otherwise indicated herein, any time documents are to be provided to the Foundation or any time the Foundation's approval of any action is required, such document shall be provided to, or such approval shall be obtained from, the Foundation's Board of Directors or an individual to whom such authority has been properly delegated by the Foundation's Board of Directors.

9. Notices. Any notices required under this Operating Agreement may be mailed or delivered as follows:

To the University:

President
Idaho State University
921 S 8th Avenue, Stop 8310
Pocatello, ID 83209

To the Foundation:

Director of Advancement and Foundation Services
Idaho State University Foundation, Inc.

Physical Address:
1601 E. Bonneville St
Pocatello, ID 83201

Mailing Address:
921 S. 8th Ave, Stop 8050
Pocatello, ID 83209

With an additional copy to:

Foundation Board Chair
Idaho State University Foundation, Inc.

Physical Address:
1601 E. Bonneville St
Pocatello, ID 83201

Mailing Address:
921 S. 8th Ave, Stop 8050
Pocatello, ID 83209

10. No Joint Venture. At all times and for all purposes of this Memorandum of Understanding, the University and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party.

11. Liability. The University and Foundation are independent entities and neither shall be liable for any of the other's contracts, torts, or other acts or omissions, or those of the other's trustees, directors, officers, members or employees.

12. Indemnification. To the extent allowed by law, the University and the Foundation each agree to indemnify, defend and hold the other Party, their officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault, omission, or negligence of the Party, its employees, contractors, or agents in performing its obligations under this Operating Agreement. This indemnification shall include, but not be limited to, any and all claims arising from an employee of one Party who is working for the benefit of the other Party. Nothing in this Operating Agreement shall be construed to extend to the University's liability beyond the limits of the Idaho Tort Claims Act, Idaho Code §6-901 et seq.

13. Assignment. This Operating Agreement is not assignable by either Party, in whole or in part.

14. Governing Law. This Operating Agreement shall be governed by the laws of the State of Idaho.

15. Severability. If any provision of this Operating Agreement is held invalid or unenforceable to any extent, the remainder of this Operating Agreement is not affected thereby and that provision shall be enforced to the greatest extent permitted by law.

16. Entire Agreement. This Operating Agreement constitutes the entire agreement among the Parties pertaining to the subject matter hereof, and supersedes all prior agreements and understandings pertaining thereto.

IN WITNESS WHEREOF, the University and the Foundation have executed this Operating Agreement on the above specified date.

Idaho State University

By: _____
Its: President

Idaho State University Foundation, Inc.

By: _____
Its: Chair

EXHIBIT "A"

Loaned Employee Agreement

Not applicable at this time

EXHIBIT "B"

Service Agreement

EXHIBIT "C"

Investment Policy

See Foundation's Public Website

EXHIBIT "D"

Articles of Incorporation

See Foundation's Public Website

EXHIBIT "E"

Bylaws

See Foundation's Public Website

EXHIBIT "F"

Conflict of Interest Policy

Section 2.04 - Conflict of Interest Policy

2.04.01 Purpose

The purpose of the conflict of interest policy is to protect the Foundation's interest when it is contemplating entering into a contract, transaction, or arrangement that might benefit the private interest of an officer or director of the Foundation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

2.04.02 Definitions

- a. Interested Person. Any director, officer, member of a committee with Board delegated powers, or staff member, who has a direct or indirect financial interest, as defined below, is an interested person.
- b. Financial Interest. A person has a financial interest if the person has, directly or indirectly, through business or investment, or a member of the person's family has:
 - i. A position as an officer, director, trustee, partner, employee, or agent of any entity with which the Foundation has or is considering a contract, transaction, or arrangement;
 - ii. An ownership or investment interest in any entity with which the Foundation has or is considering a contract, transaction, or arrangement;
 - iii. A compensation arrangement with the Foundation or with any entity or individual with which the Foundation has or is considering a contract, transaction, or arrangement;
 - iv. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Foundation is considering or negotiating a contract, transaction, or arrangement; or
 - v. Any other direct or indirect dealings with any entity from which he or she knowingly benefitted (e.g., through receipt directly or indirectly of cash or other property in excess of \$500 a year exclusive of dividends or interest) and with which the Foundation has, is considering, or is negotiating a contract, transaction, or arrangement.
- c. The term "a member of the person's family" means the person's spouse,

parent, step-parent, guardian, brother, sister, step-brother, step-sister, mother-in-law, father-in-law, child, stepchild, grandmother, grandfather, aunt, uncle, niece, nephew, brother-in-law, sister-in-law, first cousin, or grandchild.

- d. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.
- e. A financial interest is not necessarily a conflict of interest. Under Section 2.04.03 Paragraph (b) below, a person who has a financial interest may have a conflict of interest only if the appropriate Board or Committee decides that a conflict of interest exists.

2.04.03 Procedures

- a. **Duty to Disclose.** At the first knowledge of the possibility, creation, or existence of a financial interest as described above, the interested person must disclose to the Board the existence of the financial interest and any and all relevant and material facts known to the interested person about the proposed or existing contract, transaction, or arrangement that might reasonably be construed to be adverse to the Foundation's interest. The interested person must be given the opportunity to disclose all other material facts to the directors and members of committees with Board delegated powers considering the proposed contract, transaction, or arrangement.
- b. **Determining Whether a Conflict of Interest Exists.** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board or Committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or Committee members shall decide if a conflict of interest exists.
- c. **Procedures for Addressing the Conflict of Interest.**
 - i. An interested person may make a presentation at the Board or Committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the contract, transaction, or arrangement involving the possible conflict of interest.
 - ii. The Chairperson of the Board or Committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed contract, transaction, or arrangement.
 - iii. After exercising due diligence, the Board or Committee shall determine whether the Foundation can obtain with reasonable efforts a more advantageous contract, transaction, or arrangement from a person or entity that would not give rise to a conflict of interest.

- iv. If a more advantageous contract, transaction, or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board or Committee shall determine by a majority vote of the disinterested directors whether the contract, transaction, or arrangement is in the Foundation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the contract, transaction, or arrangement.
- v. Such contract, transaction, or arrangement shall only be authorized, approved, or ratified upon the affirmative vote of a majority of the directors of the Board then in office, or a majority of the Committee members, who are not interested persons as described above.

2.04.04 Violations of the Conflicts of Interest Policy

If the Board or Committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board or Committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

2.04.05 Records of Proceedings

The minutes of the Board and all Committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussions and votes relating to the contract, transaction, or arrangement, the content of the discussion, including any alternatives to the proposed contract, transaction, or arrangement, and a record of any votes taken in connection with the proceedings.

2.04.06 Compensation

- a. A voting member of the Board who receives compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

2.04.07 Annual Statements

Each director, principal officer and member of a committee with board delegated powers shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Foundation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

2.04.08 Periodic Reviews

To ensure the Foundation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Foundation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

2.04.09 Use of Outside Experts

When conducting the periodic reviews as provided for in Section 2.04.08, the Foundation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring periodic

reviews are conducted.

2.04.10 Foundation Conflicts

The Foundation acting through its officers and directors will make a good faith attempt to avoid conflicts of interest between the Foundation and Idaho State University and its Board, and will not, without approval of the Board of the Foundation, borrow funds from, or otherwise obligate Idaho State University.

2.04.10 Material Gifts

No director, trustee, officer, or staff member of the Foundation shall accept from any source any material gift or gratuity in excess of fifty dollars (\$50.00) that is offered, or reasonably appears to be offered, because of the position held with the Foundation; nor shall an offer of a prohibited gift or gratuity be extended by such an individual on a similar basis.

Person responsible for the periodic review of policy - Past Chair

EXHIBIT "G"

Code of Ethical Conduct

Section 2.05 - Confidentiality

It is the policy of the Idaho State University Foundation that Board Members and employees (when used in this policy, employees or staff members include staff either employed directly by the Foundation or on behalf of the Foundation by the University) of the Idaho State University Foundation may not disclose, divulge, or make accessible confidential records or information belonging to, or obtained through their affiliation with the Idaho State University Foundation to any person, including relatives, friends, and business and professional associates, or other third party, other than to persons who have a legitimate need for such information and to whom the Idaho State University Foundation has authorized disclosure. Board Members and employees shall use confidential information solely for the purpose of performing services as a board member or employee for the Idaho State University Foundation. This policy is not intended to prevent disclosure where disclosure is required by federal or state law or regulation, or by judicial order.

- a. All information concerning a donor's contribution, other than information published in the annual report, newsletter, or the Idaho State University Foundation's publications, shall remain confidential unless approved by the donor. This includes, but is not limited to, records or information on the size and types of a contribution or pledge, the size of the endowment fund established, and other such information.
- b. All records or information obtained about donors and prospective donors will remain confidential and not discussed with any individual, other than a board or staff member, unless otherwise authorized by the donor or prospective donor.
- c. The home addresses, telephone numbers, fax numbers, or email addresses of donors and prospective donors are not to be disclosed to any individual or organization, other than a board or staff member, without the express permission of the person whose information is to be disclosed.
- d. When a donor requests that his or her gift or fund be treated as an anonymous gift or fund, the donor's wishes are to be honored by both board and staff members to the extent allowed by federal or state law or regulation.
- e. All staff members shall adhere to the principle that all donor and prospect records or information created by, or on behalf of, the Idaho State University Foundation is the property of the Idaho State University

Foundation and shall not be transferred or utilized except on behalf of the Idaho State University Foundation.

- f. Board Members and employees must exercise good judgment and care at all times to avoid unauthorized or improper disclosures of confidential records or information. Conversations in public places, such as restaurants, elevators, and airplanes, should be limited to matters that do not pertain to information of a sensitive or confidential nature. In addition, Board members and employees should be sensitive to the risk of inadvertent disclosure and should, for example, refrain from leaving confidential records or information on desks or otherwise in plain view and refrain from the use of speakerphones to discuss confidential information if the conversation could be heard by unauthorized persons. All measures should be taken to protect the disclosure of confidential information stored on any computer or phone, including but not limited to cloud sharing applications.
- g. At the end of a Board Member's term in office or upon the termination of an employee's employment, he or she shall return, whether specifically requested or not, all documents, papers, computer records, recordings and any other materials, regardless of medium, that may contain or be derived from confidential records or information in his or her possession.

Person responsible for the periodic review of policy - Board Secretary

OPERATING AGREEMENT

BETWEEN

IDAHO STATE UNIVERSITY FOUNDATION, INC.

AND

INSTITUTION/AGENCY

IDAHO STATE UNIVERSITY

This Operating Agreement ("Operating Agreement") between Idaho State University Foundation, Inc. ("Foundation") and Institution/Agency ("Operating Agreement") Idaho State University ("University") is entered into as of this ____ day of _____, 20__, by and between Institution, herein known as "Institution/Agency" and the Foundation, Inc., herein known as "Foundation". July, 2024.

WHEREAS, the Foundation was organized and incorporated in ____1967 for the purpose of generating voluntary private support from _____, _____, alumni, parents, friends, corporations, foundations, and others for the benefit of the Institution/AgencyUniversity.

WHEREAS, the Foundation exists to raise and manage private resources supporting the mission and priorities of the Institution/AgencyUniversity, and provide opportunities for _____ (e.g. students) and a degree of institutionalUniversity excellence unavailable with state funding levels.

WHEREAS, the Foundation is dedicated to assisting the Institution/AgencyUniversity in the building of the endowment to address, through financial support, the long-term academic and other priorities of the Institution/AgencyUniversity.

WHEREAS, as stated in its articles of incorporation, the Foundation is a separately incorporated 501(c)(3) organization and is responsible for identifying and nurturing relationships with potential donors and other friends of the Institution/AgencyUniversity, soliciting cash, securities, real and intellectual property, and other private resources for the support of the Institution/AgencyUniversity, and acknowledging and stewarding such gifts in accordance with donor intent and its fiduciary responsibilities.

WHEREAS, in connection with its fund-raising and asset-management activities, the Foundation utilizes, in accordance with this Operating Agreement, personnel experienced in planning for and managing private support.

WHEREAS, the mission of the Foundation is to secure, manage and distribute private contributions and support the growth and development of the Institution/AgencyUniversity.

WHEREAS, the Institution/AgencyUniversity and Foundation desire to set forth in writing various aspects of their relationship with respect to matters such as the solicitation, receipt, management, transfer and expenditure of funds.

WHEREAS, the Parties hereby acknowledge that they will at all times conform to and abide by the Idaho State Board of Education's Governing Policies and Procedures, Gifts and Affiliated Foundations Policy V.E., and that they will submit this Operating Agreement for initial State Board of Education ("State Board") approval, and thereafter every three (3) years, or as otherwise requested by the State Board, for review and re-approval.

WHEREAS, the Foundation and the Institution/AgencyUniversity intend for this Operating Agreement to be the written operating agreement required by State Board Policy V.E.2.b.

NOW THEREFORE, in consideration of the mutual commitments herein contained, and other good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

ARTICLE I Foundation's Purposes

The Foundation is the primary affiliated foundation responsible for securing, managing and distributing private support for the Institution/AgencyUniversity. Accordingly, to the extent consistent with the Foundation's Articles of Incorporation and Bylaws, and the State Board's Policies and Procedures, the Foundation shall: (1) solicit, receive and accept gifts, devises, bequests and other direct or indirect contributions of money and other property made for the benefit of the Institution/AgencyUniversity from the general public (including individuals, corporations, other entities and other sources); (2) manage and invest the money and property it receives for the benefit of the Institution/AgencyUniversity; and (3) support and assist the Institution/AgencyUniversity in fundraising and donor relations.

In carrying out its purposes, the Foundation shall not engage in activities that: -(1) conflict with federal or state laws, rules and regulations (including all applicable provisions of the Internal Revenue Code and corresponding Federal Treasury Regulations); (2) cause the InstitutionUniversity to be in violation of applicable polices of the State Board; or (3) conflict with the role and mission of the Institution/AgencyUniversity.

ARTICLE II Foundation's Organizational Documents

The Foundation shall provide ~~copies of the University with access to its current~~ Articles of Incorporation and Bylaws ~~to the Institution/Agency-, as amended, via the Foundation's public~~

website. The Foundation, to the extent practicable, also shall provide the ~~Institution/Agency~~University with an advance copy of any proposed amendments to the Foundation's Articles of Incorporation and Bylaws. The ~~Institution/Agency~~University shall provide all such documents to the State Board.

~~Institution/Agency~~

ARTICLE III
University Resources and Services

1. Institution/AgencyUniversity Employees.

a. Institution/AgencyUniversity/Foundation Liaison: The Institution/Agency'sUniversity's Vice President for Institution/AgencyUniversity Advancement shall serve as the Institution/Agency'sUniversity's Liaison to the Foundation.

i. The Institution/Agency's Vice President for Institution/AgencyUniversity Advancement shall be responsible for coordinating the Institution/Agency'sUniversity's and the Foundation's fundraising efforts and for supervising and coordinating the administrative support provided by the Institution/AgencyUniversity to the Foundation.

ii. The Vice President for Institution/AgencyUniversity Advancement or designee shall attend each meeting of the Foundation's Board of Directors and shall report on behalf of the Institution/AgencyUniversity to the Foundation's Board of Directors regarding the Institution/Agency's—coordination—with—the Foundation'sUniversity's fundraising efforts.

b. *Managing Director of Advancement and Foundation Services*: The Managing Director of the

b. ~~Advancement and~~ Foundation Services is an employee of the Institution/Agency loaned to the Foundation. ~~All of the Managing Director's services shall be provided directly to the University. The Director of Advancement and Foundation as follows:~~

~~i. The *Managing Director*Services shall be responsible for the supervision and control of the day-to-day operations of the Foundation. ~~More specific duties of the *Managing Director* may be set forth in a written job description prepared by the Foundation and attached to the Loaned Employee Agreement described in paragraph (iii) below. The *Managing Director* shall be,~~ subject to the control and direction and control of the Foundation.~~

~~ii. The *Managing Director* shall be entitled to Institution/Agency benefits to the same extent and on the same terms as other full-time Institution/Agency employees of the same classification as the Managing Director. ~~The Foundation shall reimburse the~~~~

~~Institution/Agency for all costs incurred by the Institution/Agency in connection with the Institution/Agency's employment of the *Managing Director* including such expenses as salary, payroll taxes, and benefits.~~

~~iii. The Foundation and the Institution/Agency shall enter into a written agreement, in the form of, as set forth in the Service Agreement attached hereto as Exhibit "A" hereto, establishing that the *Managing Director* is an employee of the Institution/Agency but subject to the direction and control of the Foundation (generally a "Loaned EmployeeB" ("Service Agreement"). The Loaned Employee Agreement shall also"). More specific duties of the Director of Advancement and Foundation Services are set forth the relative rights and responsibilities of the Foundation and the Institution/Agency with respect to the *Managing Director*, including the following: in the Service Agreement.~~

- ~~1. The Foundation shall have the right to choose to terminate the Loaned Employee Agreement in accordance with Foundation Procedures and applicable law, such termination may include election by the Foundation for non-renewal of the Loaned Employee Agreement.~~
- ~~2. Termination of the Loaned Employee Agreement in accordance with the Foundation procedures and applicable law shall constitute grounds for a termination proceeding by the Institution/Agency or for non-renewal of any obligation of the Institution/Agency to employ the Loaned Employee, subject to applicable legal and procedural requirements of the State of Idaho and the Institution/Agency.~~
- ~~3. The Loaned Employee shall be subject to the supervision, direction and control of the Foundation Board of Directors and shall report directly to the Foundation president or designee.~~

~~e. c. *Other Loaned Employees.* Other loaned employees providing services pursuant to this Operating Agreement shall also serve pursuant to a Loaned Employee Agreement which shall set forth their particular responsibilities and duties.~~

~~d. *Other Institution/AgencyUniversity Employees Holding Key Foundation or Administrative or Policy Positions:* In the event the Institution/AgencyUniversity and the Foundation determine it is appropriate for one or more additional Institution/AgencyUniversity employees who function in a key administrative or policy making capacity for the Institution/AgencyUniversity (including, but not limited to, any Institution/AgencyUniversity Vice-President or equivalent position) to serve both the Institution/AgencyUniversity and the Foundation, then, pursuant to State Board Policy V.E., this Operating Agreement shall be amended~~

to clearly set forth the authority and responsibilities of the position of any such Institution/AgencyUniversity employee.

ed. Limited Authority of Institution/AgencyUniversity Employees. Notwithstanding the foregoing provisions, no Institution/AgencyUniversity employee who functions in a key administrative or policy making capacity for the Institution/AgencyUniversity (including, but not limited to, any Institution/AgencyUniversity Vice-President or equivalent position) shall be permitted to have responsibility or authority for Foundation policy making, financial oversight, spending authority, investment decisions, or the supervision of Foundation employees.

2. Support Services. The Institution/AgencyUniversity shall provide administrative, financial, accounting, investment, and development services to the Foundation, as set forth in the Service Agreement ~~attached hereto as Exhibit "B" ("Service Agreement").~~ All Institution/AgencyUniversity employees who provide support services to the Foundation shall remain Institution/AgencyUniversity employees under the direction and control of the Institution/AgencyUniversity, unless agreed that the direction and control of any such employee will be vested with the Foundation ~~in a written Loaned Employee Agreement. The Foundation.~~ In consideration of the services provided to the Foundation by the University, the Foundation will pay directly to the Institution/AgencyUniversity that portion of the overhead costs ~~associated with the services provided to the Foundation pursuant~~ agreed to between the parties under the Service Agreement. The portion of such costs shall be determined by the agreement of the Parties.

3. Institution/AgencyUniversity Facilities and Equipment. The Institution/AgencyUniversity shall provide the use of the Institution/Agency'sUniversity's office space and equipment to the Foundation upon the terms agreed to by the Institution/AgencyUniversity and the Foundation. The terms of use ~~(including amount of rent)~~ of the Institution/Agency'sUniversity's office space and equipment shall be as set forth in the Service Agreement.

4. No Foundation Payments to Institution/AgencyUniversity Employees. Notwithstanding any provision of this Operating Agreement to the contrary, the Foundation shall not make any payments directly to an Institution/AgencyUniversity employee in connection with any resources or services provided to the Foundation pursuant to this Operating Agreement.

ARTICLE IV Management and Operation of Foundation

The management and control of the Foundation shall rest with its Board of Directors.

1. Gift Solicitation.

Authority of Vice President for Institution/AgencyUniversity Advancement. All Foundation gift solicitations shall be subject to the direction and control of the Vice President for Institution/AgencyUniversity Advancement.

a. *Form of Solicitation.* Any and all Foundation gift solicitations shall make clear to prospective donors that (1) the Foundation is a separate legal and tax entity organized for the purpose of encouraging voluntary, private gifts, trusts, and bequests for the benefit of the Institution/AgencyUniversity; and (2) responsibility for the governance of the Foundation, including the investment of gifts and endowments, resides in the Foundation's Board of Directors.

b. *Foundation is Primary Donee.* Absent unique circumstances, prospective donors shall be requested to make gifts directly to the Foundation rather than to the Institution/AgencyUniversity.

2. Acceptance of Gifts.

a. *Approval Required Before Acceptance of Certain Gifts.* Before accepting contributions or grants for restricted or designated purposes that may require administration or direct expenditure by the Institution/AgencyUniversity, the Foundation shall obtain the prior written approval of the Institution/AgencyUniversity. Similarly, the Foundation shall also obtain the prior written approval of the Institution/AgencyUniversity of the acceptance of any gift or grant that would impose a binding financial or contractual obligation on the Institution/AgencyUniversity.

b. *Acceptance of Gifts of Real Property.* The Foundation shall conduct adequate due diligence on all gifts of real property that it receives. All gifts of real property intended to be held and used by the Institution/AgencyUniversity shall be approved by the State Board before acceptance by the Institution/AgencyUniversity and the Foundation. In cases where the real property is intended to be used by the Institution/AgencyUniversity in connection with carrying out its proper functions, the real property may be conveyed directly to the Institution/AgencyUniversity, in which case the Institution/AgencyUniversity and not the Foundation shall be responsible for the due diligence obligations for such property.

c. *Processing of Accepted Gifts.* All gifts received by the Institution/AgencyUniversity or the Foundation shall be delivered (if cash) or reported (if any other type of property) to the Foundation's designated gift administration office (a unit of the Foundation) in accordance with the Service Agreement.

3. Fund Transfers. The Foundation agrees to transfer funds, both current gifts and income from endowments, to the Institution/AgencyUniversity on a regular basis as agreed to by the Parties. The Foundation's Treasurer or other individual to whom such authority has been delegated

by the Foundation's Board of Directors shall be responsible for transferring funds as authorized by the Foundation's Board of Directors.

a. *Restricted Gift Transfers.* The Foundation shall inform the Institution/AgencyUniversity officials into whose program or department funds are transferred of any restrictions on the use of such funds and provide such officials with access to any relevant documentation concerning such restrictions. Such Institution/AgencyUniversity officials shall account for such restricted funds separate from other program and department funds in accordance with applicable Institution/AgencyUniversity policies and shall notify the Foundation on a timely basis regarding the uses of such restricted funds.

b. *Unrestricted Gift Transfers.* The Foundation may utilize any unrestricted gifts it receives for any use consistent with the Foundation's purposes as generally summarized in Article I of this Operating Agreement. If the Foundation elects to use unrestricted gifts to make grants to the Institution/AgencyUniversity, such grants shall be made at such times and in such amounts as the Foundation's Board of Directors may determine in the Board's sole discretion.

4. Foundation Expenditures and Financial Transactions.

a. *Signature Authority.* The Foundation designates the Foundation Treasurer as the individual with signature authority for the Foundation in all financial transactions. The Foundation may supplement or change this designation with written notice to the Institution/AgencyUniversity; provided, however, in no event may the person with Foundation signature authority for financial transactions be an Institution/AgencyUniversity employee.

b. *Expenditures.* All expenditures of the Foundation shall be (1) consistent with the charitable purposes of the Foundation, and (2) not violate restrictions imposed by the donor or the Foundation as to the use or purpose of the specific funds.

5. Institution/AgencyUniversity Report on Distributed Funds. On a regular basis, which shall not be less than annually, the Institution/AgencyUniversity shall report to the Foundation on the use of restricted and unrestricted funds transferred to the Institution/AgencyUniversity. This report shall specify the restrictions on any restricted funds and the uses of such funds.

6. Transfer of Institution/AgencyUniversity Assets to the Foundation. No Institution/AgencyUniversity funds, assets, or liabilities may be transferred directly or indirectly to the Foundation without the prior approval of the State Board except when:

- a. A donor inadvertently directs a contribution to the Institution/AgencyUniversity that is intended for the Foundation in which case such funds may be transferred to the Foundation so long as the documents associated with the gift indicate the Foundation was the intended recipient of the gift. In the absence of any such

indication of donor intent, such funds shall be deposited in an ~~institutional~~University account, and State Board approval will be required prior to the ~~Institution/Agency's~~University's transfer of such funds to the Foundation.

- b. The ~~Institution/Agency~~University has gift funds that were originally transferred to the ~~Institution/Agency~~University from the Foundation and the ~~Institution/Agency~~University wishes to return a portion of those funds to the Foundation for reinvestment consistent with the original intent of the gift.
- c. Transfers of a *de minimis* amount not to exceed \$10,000 from the ~~Institution~~University to the Foundation provided such funds are for investment by the Foundation for scholarship or other general ~~Institution/Agency~~University support purposes. This exception shall not apply to payments by the ~~Institution~~University to the Foundation for obligations of the ~~Institution~~University to the Foundation, operating expenses of the Foundation or other costs of the Foundation.
- d. The transfer is of funds raised by the ~~Institution~~University for scholarship or program support and the funds are deposited with the affiliated foundation for investment and distribution in accordance with the purpose for which the funds were raised.

7. Separation of Funds. All Foundation assets (including bank and investment accounts) shall be held in separate accounts in the name of the Foundation using Foundation's Federal Employer Identification Number. The financial records of the Foundation shall be kept using a separate chart of accounts. For convenience purposes, some Foundation expenses may be paid through the ~~Institution/Agency~~University such as payroll and campus charges. These expenses will be paid through accounts clearly titled as belonging to the Foundation and shall be reimbursed by the Foundation on a regular basis.

8. Insurance. The Foundation shall maintain insurance to cover the operations and activities of its directors, officers and employees. The Foundation shall also maintain general liability coverage.

9. Investment Policies. All funds held by the Foundation, except those intended for short term expenditures, shall be invested in accordance with the Uniform Prudent Management of ~~Institutional~~University Funds Act, Idaho Code Sections 33-5001 to 33-5010, and the Foundation's investment policy which is ~~attached hereto as Exhibit "C";~~ posted on the Foundation's public website; provided, however, the Foundation shall not invest any funds in a manner that would violate the applicable terms of any restricted gifts. The Foundation shall provide ~~to~~ the ~~Institution/Agency~~any updates to suchUniversity with access to its investment policy ~~which updates shall also be attached hereto,~~ as Exhibit "C"-amended, via the Foundation's public website.

10. Organization Structure of the Foundation. The organizational structure of the Foundation is set forth in the Foundation's Articles of Incorporation and the Bylaws, as amended. The Foundation ~~agrees to shall~~ provide ~~copies of such~~ the University and State Board with access to its Articles of Incorporation and Bylaws ~~as well,~~ as ~~any subsequent amendments to such documents to both the Institution/Agency and~~ amended, via the State Board. Any such amendments to the Articles and Bylaws shall be attached hereto as additions to Exhibit "D" and "E", respectively. Foundation's public website.

ARTICLE V

Foundation Relationships with the ~~Institution/Agency~~ University

At all times and for all purposes of this Operating Agreement, the ~~Institution~~ University and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party, provided, however, the ~~Institution~~ University and the Foundation acknowledge that the ~~Association~~ Foundation carries out functions for the benefit of the ~~Institution~~ University. As such, the Parties shall share certain information as provided below.

1. Access to Records. Subject to recognized legal privileges, each Party shall have the right to access the other Party's financial, audit, donor and related books and records as needed to properly conduct its operations.

2. Record Management.

a. The Parties recognize that the records of the Foundation relating to actual or potential donors contain confidential information. Such records shall be kept by the Foundation in such a manner as to protect donor confidentiality to the fullest extent allowed by law. Notwithstanding the access to records permitted above, access to such confidential information by the ~~Institution/Agency~~ University shall be limited to the ~~Institution/Agency's~~ University's President, Vice President for University Advancement, and any designee of the ~~Institution/Agency's~~ President University's President or Vice President for University Advancement, subject to such designee first completing a confidentiality agreement.

b. The Foundation shall be responsible for maintaining all permanent records of the Foundation including but not limited to the Foundation's Articles, Bylaws and other governing documents, all necessary documents for compliance with IRS regulations, all gift instruments, and all other Foundation records as required by applicable laws.

c. Although the Foundation is a private entity and is not subject to the Idaho Public Records Law, the Foundation, while protecting personal and private information related to private individuals, is encouraged, to the extent reasonable, to be open to public inquiries related to

revenue, expenditure policies, investment performance and/or similar non-personal and non-confidential financial or policy information.

3. Name and Marks. Consistent with its mission to help to advance the plans and objectives of the InstitutionUniversity, the InstitutionUniversity grants the AssoeiationFoundation the limited, non-exclusive use of the name InstitutionIdaho State University, for use in its support of the InstitutionUniversity. The AssoeiationFoundation shall operate under the Institution'sUniversity's logotype in support of its organizational business and activities. Any use by the AssoeiationFoundation of the Institution'sUniversity's logotypes or other trademarks must be with prior approval of the InstitutionUniversity through the Office of Trademark LicensingMarketing and EnforcementCommunications.

4. Identification of Source. The Foundation shall be clearly identified as the source of any correspondence, activities and advertisements emanating from the Foundation.

5. Establishing the Foundation's Annual Budget. The Foundation shall provide the Institution/AgencyUniversity with the Foundation's proposed annual operating budget and capital expenditure plan (if any) prior to the date the Foundation's Board of Directors meeting at which the Foundation's Board will vote to accept such operating budget. ~~Any of the Institution/Agency's Additional~~ funding requests made by the University to the Foundation shall be communicated in writing to the Director of Advancement and Foundation Services and the Foundation's Treasurer and Assistant Treasurer by April 1 for consideration by the Foundation Board within an appropriate period of each yeartime for the Foundation Board to evaluate and respond to the request without causing undue burden for investment decisions relative to a funding approval.

6. Attendance of Institution/Agency'sUniversity's President at Foundation's Board of Director Meetings. The Institution/Agency'sUniversity's President shall be invited to attend all meetings of the Foundation's Board of Directors and may act in an advisory capacity in such meetings.

7. Supplemental Compensation of Institution/AgencyUniversity Employees. Any supplemental compensation of Institution/AgencyUniversity employees by the Foundation must be preapproved by the State Board. Any such supplemental payment or benefits must be paid by the Foundation to the Institution/AgencyUniversity, and the Institution/AgencyUniversity shall then pay compensation to the employee in accordance with the Institution/Agency'sUniversity's normal practice. No Institution/AgencyUniversity employee shall receive any payments or other benefits directly from the Foundation.

ARTICLE VI Audits and Reporting Requirements

1. Fiscal Year. The Foundation and the Institution/AgencyUniversity shall have the same fiscal year.

2. Annual Audit. On an annual basis, the Foundation shall have an audit conducted by a qualified, independent certified public accountant who is not a director or officer of the Foundation. The annual audit will be provided on a timely basis to the Institution/Agency'sUniversity's President and the State Board, in accordance with the State Board's schedule for receipt of said annual audit. The Foundation's annual statements will be presented in accordance with standards promulgated by the Financial Accounting Standards Board (FASB). The Foundation is a component unit of the Institution/AgencyUniversity as defined by the Government Accounting Standards Board (GASB). Accordingly, the Institution/AgencyUniversity is required to include the Foundation in its financial statements which follow a GASB format. Therefore, the Foundation will ~~include in its audited financial statement, prepare~~ schedules reconciling the FASB Statements to GASB standards in the detail required by GASB Standards. The annual audited financial statements, including the auditor's independent opinion regarding such financial statements, and schedules shall be submitted to the Institution/AgencyUniversity Office of Finance and AdministrationBusiness Affairs in sufficient time to incorporate the same into the Institution/Agency'sUniversity's statements. All such reports and any accompanying documentation shall protect donor privacy to the extent allowable by law.

3. Separate Audit Rights. The Institution/AgencyUniversity agrees that the Foundation, at its own expense, may at any time during normal business hours conduct or request additional audits or reviews of the Institution/Agency'sUniversity's books and records pertinent to the expenditure of donated funds. The Foundation agrees that the Institution/AgencyUniversity and the State Board, at its own expense, may, at reasonable times, inspect and audit the Foundation's books and accounting records.

4. Annual Reports to Institution/AgencyUniversity President. On a regular basis, which shall not be less than annually, the Foundation shall provide a written report to the Institution/AgencyUniversity President setting forth the following items:

- a. the annual financial audit report;
- b. an annual report of Foundation transfers made to the Institution/AgencyUniversity, summarized by Institution/AgencyUniversity department;
- c. an annual report of unrestricted funds received by the Foundation;
- d. an annual report of unrestricted funds available for use during the current fiscal year;
- e. a list of all of the Foundation's officers, directors, and employees;

- f. a list of Institution/AgencyUniversity employees for whom the Foundation made payments to the Institution/AgencyUniversity for supplemental compensation or any other approved purpose during the fiscal year, and the amount and nature of that payment;
- g. a list of all state and federal contracts and grants managed by the Foundation;
- h. an annual report of the Foundation's major activities;
- i. an annual report of each real estate purchase or material capital lease, investment, or financing arrangement entered into during the preceding Foundation fiscal year for the benefit of the Institution/AgencyUniversity; and
- j. an annual report of (1) any actual litigation involving the Foundation during its fiscal year; (2) identification of legal counsel used by the Foundation for any purpose during such year; and (3) identification of any potential or threatened litigation involving the Foundation.

ARTICLE VII

Conflict of Interest and Code of Ethics and Conduct

1. Conflicts of Interest Policy and Code of Ethics and Conduct. The Foundation's Conflict of Interest Policy is attached as Exhibit "F", and its Code of Ethical Conduct is set forth as Exhibit "G".
2. Dual Representation. Under no circumstances may an Institution/AgencyUniversity employee represent both the Institution/AgencyUniversity and the Foundation in any negotiation, sign for both entities in transactions, or direct any other institutionUniversity employee under their immediate supervision to sign for the related Party in a transaction between the Institution/AgencyUniversity and the Foundation. This shall not prohibit Institution/AgencyUniversity employees from drafting transactional documents that are subsequently provided to the Foundation for its independent review, approval and use.
3. Contractual Obligation of Institution/AgencyUniversity. The Foundation shall not enter into any contract that would impose a financial or contractual obligation on the Institution/AgencyUniversity without first obtaining the prior written approval of the Institution/AgencyUniversity. Institution/AgencyUniversity approval of any such contract shall comply with policies of the State Board with respect to State Board approval of Institution/AgencyUniversity contracts.
4. Acquisition or Development of Real Estate. The Foundation shall not acquire or develop real estate or otherwise build facilities for the Institution/Agency'sUniversity's use without

first obtaining approval of the State Board. In the event of a proposed purchase of real estate by the Foundation for the ~~Institution/Agency~~University, the ~~Institution/Agency~~University shall notify the State Board at the earliest possible date. Any such proposed purchase for the ~~Institution/Agency's~~University's use shall be a coordinated effort of the ~~Institution/Agency~~University and the Foundation. Any notification to the State Board required pursuant to this paragraph may be made through the State Board's chief executive officer in executive session pursuant to the open meeting law, set forth in Idaho Code, Title 74, Chapter 2.

ARTICLE VIII
General Terms

1. Effective Date. This Operating Agreement shall be effective on the date set forth above.

2. Right to Terminate. This Operating Agreement shall terminate upon the mutual written agreement of both Parties. In addition, either Party may, upon 90 days prior written notice to the other, terminate this Operating Agreement, and either Party may terminate this Operating Agreement in the event the other Party defaults in the performance of its obligations and fails to cure the default within 30 days after receiving written notice from the non-defaulting Party specifying the nature of the default. Should the Institution/AgencyUniversity choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the Foundation that is not cured within the time frame set forth above, the Foundation may require the Institution/AgencyUniversity to pay, within 180 days of written notice, all debt incurred by the Foundation on the Institution/Agency'sUniversity's behalf including, but not limited to, lease payments, advanced funds, and funds borrowed for specific initiatives. Should the Foundation choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the Institution/AgencyUniversity that is not cured within the time frame set forth above, the Institution/AgencyUniversity may require the Foundation to pay any debt it holds on behalf of the Foundation in like manner. The Parties agree that in the event this Operating Agreement shall terminate, they shall cooperate with one another in good faith to negotiate a new agreement within six (6) months. In the event negotiations fail, the Parties will initiate the dispute resolution mechanism described below (through reference to the Foundation Chair and the State Board) to further attempt to negotiate a new agreement within the time period specified herein, they will refer the matter to the State Board for resolution. Termination of this Operating Agreement shall not constitute or cause dissolution of the Foundation.

3. Dispute Resolution. The Parties agree that in the event of any dispute arising from this Operating Agreement, they shall first attempt to resolve the dispute by working together with the appropriate staff members of each of the Parties. If the staff cannot resolve the dispute, then the dispute will be referred to the Chair of the Board of the Foundation and the Institution/AgencyUniversity President. If the Foundation Board Chair and Institution/AgencyUniversity President cannot resolve the dispute, then the dispute will be referred to the Foundation Chair and the State Board for resolution. If they are unable to resolve the dispute, the Parties shall submit the dispute to mediation by an impartial third Party or professional mediator mutually acceptable to the Parties. If and only if all the above mandatory steps are followed in sequence and the dispute remains unresolved, then, in such case, either Party shall have the right to initiate litigation arising from this Operating Agreement. In the event of litigation, the prevailing Party shall be entitled, in addition to any other rights and remedies it may have, to

reimbursement for its expenses, including court costs, attorney fees, and other professional expenses.

4. Dissolution of Foundation. Consistent with provisions appearing in the Foundation's Bylaws and Articles of Incorporation, should the Foundation cease to exist or cease to be an Internal Revenue Code §501(c)(3) organization, the Foundation shall transfer to the State Board (or ~~Institution~~University, as applicable) the balance of all property and assets of the Foundation from any source, after the payment of all debts and obligations of the Foundation, and such property shall be vested in the State Board in trust for the use and benefit of the ~~Institution/Agency~~University.

5. Board Approval of Operating Agreement. Prior to the Parties' execution of this Operating Agreement, an unexecuted copy of this Operating Agreement must be approved by the State Board. Furthermore, this Operating Agreement, including any subsequent modifications and restatements of this Operating Agreement, shall be submitted to the State Board for review and approval no less frequently than once every three (3) years or more frequently if otherwise requested by the State Board.

6. Modification. Any modification to the Operating Agreement or Exhibits hereto shall be in writing and signed by both Parties.

7. Providing Document to and Obtaining Approval from the ~~Institution/Agency~~University. Unless otherwise indicated herein, any time documents are to be provided to the ~~Institution/Agency~~University or any time the ~~Institution/Agency's~~University's approval of any action is required, such documents shall be provided to, or such approval shall be obtained from, the ~~Institution/Agency's~~University's President or an individual to whom such authority has been properly delegated by the ~~Institution/Agency's~~University's President.

8. Providing Documents to and Obtaining Approval from the Foundation. Unless otherwise indicated herein, any time documents are to be provided to the Foundation or any time the Foundation's approval of any action is required, such document shall be provided to, or such approval shall be obtained from, the Foundation's Board of Directors or an individual to whom such authority has been properly delegated by the Foundation's Board of Directors.

9. Notices. Any notices required under this Operating Agreement may be mailed or delivered as follows:

To the ~~Institution/Agency~~University:

President
—~~Institution/Agency~~
—~~Street Address~~

~~City, Idaho State and Zip University~~
~~921 S 8th Avenue, Stop 8310~~
~~Pocatello, ID 83209~~

To the Foundation:

~~Managing Director of Advancement and Foundation Services~~
~~Idaho State University Foundation, Inc.~~
~~Street~~
Physical Address:
~~City, 1601 E. Bonneville St~~
~~Pocatello, ID 83201~~

Mailing Address:
~~921 S. 8th Ave, Stop 8050~~
~~Pocatello, ID 83209~~

~~With an additional copy to:~~

~~Foundation Board Chair~~
~~Idaho State and Zip University Foundation, Inc.~~

~~Physical Address:~~
~~1601 E. Bonneville St~~
~~Pocatello, ID 83201~~

~~Mailing Address:~~
~~921 S. 8th Ave, Stop 8050~~
~~Pocatello, ID 83209~~

10. No Joint Venture. At all times and for all purposes of this Memorandum of Understanding, the ~~Institution/Agency University~~ and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party.

11. Liability. The ~~Institution/Agency University~~ and Foundation are independent entities and neither shall be liable for any of the other's contracts, torts, or other acts or omissions, or those of the other's trustees, directors, officers, members or employees.

12. Indemnification. To the extent allowed by law, the ~~Institution/Agency University~~ and the Foundation each agree to indemnify, defend and hold the other Party, their officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault,

omission, or negligence of the Party, its employees, contractors, or agents in performing its obligations under this Operating Agreement. This indemnification shall include, but not be limited to, any and all claims arising from an employee of one Party who is working for the benefit of the other Party. Nothing in this Operating Agreement shall be construed to extend to the ~~Institution/Agency's~~University's liability beyond the limits of the Idaho Tort Claims Act, Idaho Code §6-901 et seq.

13. Assignment. This Operating Agreement is not assignable by either Party, in whole or in part.

14. Governing Law. This Operating Agreement shall be governed by the laws of the State of Idaho.

15. Severability. If any provision of this Operating Agreement is held invalid or unenforceable to any extent, the remainder of this Operating Agreement is not affected thereby and that provision shall be enforced to the greatest extent permitted by law.

16. Entire Agreement. This Operating Agreement constitutes the entire agreement among the Parties pertaining to the subject matter hereof, and supersedes all prior agreements and understandings pertaining thereto.

IN WITNESS WHEREOF, the Institution/AgencyUniversity and the Foundation have executed this Operating Agreement on the above specified date.

Institution/AgencyIdaho State University

By: _____
Its: President

Idaho State University Institution/Agency Foundation, Inc.

By: _____
Its: ChairmanChair

EXHIBIT "A"

Loaned Employee Agreement

Not applicable at this time

EXHIBIT "B"

Service Agreement

EXHIBIT "C"

Investment Policy

[See Foundation's Public Website](#)

EXHIBIT "D"

Articles of Incorporation

[See Foundation's Public Website](#)

EXHIBIT "E"

Bylaws

[See Foundation's Public Website](#)

EXHIBIT "F"

Conflict of Interest Policy

EXHIBIT "G"

Code of Ethical Conduct

EXHIBIT "B"-

SERVICES AGREEMENT

THIS SERVICES AGREEMENT is entered into by and between IDAHO STATE UNIVERSITY, a state educational institution and a body politic and corporate organized and existing under the ~~Constitution and~~ laws of the State of Idaho ("University"), and IDAHO STATE UNIVERSITY FOUNDATION, INC. a private Idaho nonprofit corporation ("Foundation").

RECITALS

- a. As stated in the Operating Agreement, the Foundation exists to support the mission and priorities of the University, including ~~but not limited to~~ managing private resources and providing opportunities for students that may not otherwise occur.
~~a.~~
- b. Currently, each and every one of the employees in the University's Advancement office are employees of the University. Currently, there are no employees employed by the Foundation.
~~b.~~
- c. Because the Foundation has no employees, it relies entirely and exclusively upon one or more University employees to provide the support services it needs to fulfill its responsibilities, mission and purpose timely, adequately and competently. The Vice President for University Advancement has committed the necessary support and services to enable the Foundation to timely, adequately and competently fulfill its responsibilities and mission.
- d. At this time, the University and Foundation are entering into this Service Agreement ~~with~~for the purpose of memorializing their discussions and understanding.

NOW, THEREFORE in consideration of the foregoing and the mutual covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

A. The University agrees to provide to the Foundation the following services:

1. ~~The Executive~~The University is responsible for the employment and compensation of all University advancement staff who provide services to the Foundation, including the Director of Advancement and Foundation Services.
2. The Director of Advancement and Foundation Services, an employee of the University, shall serve as the Managing Director of the Foundation and provide administrative, financial, accounting, investment, ~~development~~ and support services to the Foundation, as directed by the Foundation. ~~The University is responsible for the employment and compensation of all University Advancement Staff who provide services to the Foundation, including the Executive Director of Advancement and Foundation Services in his or her capacity as the Managing Director of the Foundation.~~
- ~~1.3.~~3. While providing services to the Foundation, University employees are subject to the oversight and direction of the Foundation's Board of Directors. The University

acknowledges and agrees that the ~~Executive~~ Director of Advancement and Foundation Services will prioritize the work of the Foundation, as necessary, to ensure the timely, adequate and competent fulfillment of the Foundation's mission and responsibilities.

~~1.4.~~ The University agrees to provide the following specific services to the Foundation:

- a. The University's Advancement employees will provide support services required to enable the Foundation to fulfill its administrative and fiduciary duties, including ~~but not limited to~~: (1) gift acknowledgment, processing and receipting; (2) management and operation of the donor database/system; (3) records maintenance; (4) routine, day to day, accounting (4) preparation of the annual financial audit; (5) filing of tax documents; (6) management of endowment and other investments under UPMIFA Uniform Prudent Management of University Funds Act, Idaho Code Sections 33-5001 to 33-5010 and in compliance with Foundation policies and procedures; (7) IT security and support; (8) maintenance of Foundation operational policies and ~~(89)~~ all other administrative and support services as required and requested by the Foundation.
- b. Access to the University's financial system to receive, disburse and account for funds of the Foundation.
- c. Accounting services, ~~to include~~ including cash receipts and disbursements, accounts receivable and payable, bank reconciliation, reporting and analysis, and internal auditing.
- d. Development services, including ~~but not limited to~~ document preparation, donor records, research, communications and special events.

~~2.5.~~ The ~~Managing~~ Director of Advancement and Foundation Services shall:

- a. Supervise the University Advancement staff who are also employees of the University and who will provide financial and administrative support services to the Foundation.
- b. At the direction of the Foundation's Investment and/or Finance Committees, facilitate investment transactions on behalf of the Foundation. Signature authority to facilitate any investment transaction, will be subject to limits and controls specified by the Foundation, including internal controls established by any financial institution. Specifically, the ~~Managing Director's~~ Director of Advancement and Foundation Services' authority to assist in investment transactions is limited to the administrative task of transferring funds: (1) between accounts within the Foundation's operational bank account; (2) between accounts within the Foundation's investment account; and (3) between the Foundation's operational bank account and the Foundation's investment account. All other financial transactions must be executed by officers of the Foundation.
- c. Review proposed gift agreements between the University, Foundation and donors, and ~~execute~~ prepare the agreements ~~on behalf of~~ for execution by the ~~Foundation~~ Foundation's Board Chair or authorized designee. Any agreement that contains an exception to the Foundation's gift acceptance policy will be reviewed by the Executive Committee of the Foundation prior to gift

acceptance and execution.

- d. Attend regularly scheduled Foundation Board meetings, including monthly and specially called committee meetings. Additionally, the ~~Managing~~ Director of Advancement and Foundation Services will attend all other meetings as requested by the Foundation, its board members or officers.
- e. Promptly perform any and all tasks requested by the Foundation, consistent with the ~~Managing~~ Director of Advancement and Foundation Services job description.

~~3. The University's President, and the Vice President for University Advancement, of the University~~

~~6. shall serve as Ex Officio advisors to the Foundation Board members, but shall have no, without voting rights. Executive officers of the University (President and Vice Presidents) shall not serve as Foundation Board officers.~~

~~B.~~ **B. Facilities, Furnishings and Office Equipment:**

~~The~~

- ~~4. Facilities for the Foundation's business office of the Foundation use shall be located in the University Advancement Office, ICCU Bengal Alumni Center, with the nature and specific location of which shall be determined in the University's discretion.~~
1. ~~The University will provide office space~~ The Foundation shall be entitled to use the Alumni Center for all Foundation related business, including providing all maintenance the conference room and event space, at mutually acceptable times and utilities, and local and long distance telephone service for use in the business of at no charge to the Foundation, in accordance with the Guarantee Agreement between the parties, dated May 28, 2021. The Foundation will be responsible for costs of catering associated with any use.
2. The furnishings, computers, copiers and other items of office equipment used in the Foundation's office are owned by the University but shall be made available for use in the business of the Foundation. ~~The cost of repairing, maintaining and replacing such furnishings and equipment shall be paid by the University.~~

~~C.~~ **C. Reimbursement:**

1. ~~The Foundation is responsible to reimburse the University for the Managing Director's personnel costs, including benefits.~~ The Foundation is responsible to reimburse the University for certain personnel costs, including benefits. Such costs shall be mutually agreed upon by the Foundation and University as part of the annual budget process set forth in the Operating Agreement and shall include, at a minimum, the personnel costs for the Director of Advancement and Financial Services, an assistant to the Foundation, and specific staff positions directly associated with the maintenance and upkeep of Foundation records and data systems. The Foundation will reimburse the University for replacement costs for furnishings and equipment used by personnel performing work for the Foundation. Other than that responsibility, the Foundation shall have no further obligation to reimburse the University for the costs incurred by the University for fundraising personnel, use of facilities

or equipment or for other services provided to the Foundation by the University, unless otherwise agreed by the parties. No payments shall be made directly from the Foundation to ~~College~~University employees in connection with resources or services provided to the Foundation under this Agreement.

- The Foundation shall provide unrestricted support to the University based on ~~its~~the Foundation's annual budget, with consideration of requests made by the University.

~~D.~~ **D. Performance:**

The Foundation via the Board Chair shall, at a minimum annually, have the right and responsibility to provide performance evaluation information ~~and a performance rating~~ for the ~~Managing~~ Director ~~position of Advancement~~ and ~~duties~~Foundation Services. The parties agree that one or more Foundation board members ~~or from the finance and investment committees or Board~~ officers have the option to ~~be present during the performance evaluation review of the~~ Executive role and duties of the Director of Advancement and Foundation Services, ~~specifically and only for the Managing Director role and duties portion as outlined within the job description.~~ The Foundation agrees to provide ~~the~~ written performance information via the University performance management ~~system~~process and in alignment with the University performance management timelines. Upon request, the University likewise agrees to provide the Foundation with a copy of any written performance evaluations prepared by the University for employees who provide support services to the Foundation.

This Services Agreement shall be effective as of the date of the last signature thereto and shall continue in annual terms matched to the University's fiscal year until terminated by either party. This Services Agreement may be terminated by either party upon written notice of termination, such termination to be effective 30 days after notice thereof. This Services Agreement shall also

 terminate at the same time as any termination of the most recently signed Operating Agreement between the University and the Foundation. In the event of termination, all obligations of the parties hereto shall cease as of the date of termination except for obligations for payment or reimbursement which accrued prior to the date of termination.

Idaho State University:

Kevin Satterlee _____

Robert W. Wagner, President _____ Date

Idaho State University Foundation:

David Jeppesen_____

Beena Mannan, Chair _____ Date

EXHIBIT "B"

SERVICES AGREEMENT

THIS SERVICES AGREEMENT is entered into by and between IDAHO STATE UNIVERSITY, a state educational institution and a body politic and corporate organized and existing under the laws of the State of Idaho ("University"), and IDAHO STATE UNIVERSITY FOUNDATION, INC. a private Idaho nonprofit corporation ("Foundation").

RECITALS

- a. As stated in the Operating Agreement, the Foundation exists to support the mission and priorities of the University, including managing private resources and providing opportunities for students that may not otherwise occur.
- b. Currently, each and every one of the employees in the University's Advancement office are employees of the University. Currently, there are no employees employed by the Foundation.
- c. Because the Foundation has no employees, it relies entirely and exclusively upon one or more University employees to provide the support services it needs to fulfill its responsibilities, mission and purpose timely, adequately and competently. The Vice President for University Advancement has committed the necessary support and services to enable the Foundation to timely, adequately and competently fulfill its responsibilities and mission.
- d. At this time, the University and Foundation are entering into this Service Agreement for the purpose of memorializing their discussions and understanding.

NOW, THEREFORE in consideration of the foregoing and the mutual covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

A. The University agrees to provide to the Foundation the following services:

1. The University is responsible for the employment and compensation of all University advancement staff who provide services to the Foundation, including the Director of Advancement and Foundation Services.
2. The Director of Advancement and Foundation Services, an employee of the University, shall provide administrative, financial, accounting, investment, and support services to the Foundation, as directed by the Foundation.
3. While providing services to the Foundation, University employees are subject to the oversight and direction of the Foundation's Board of Directors. The University acknowledges and agrees that the Director of Advancement and Foundation Services will prioritize the work of the Foundation, as necessary, to ensure the timely, adequate and competent fulfillment of the Foundation's mission and responsibilities.

4. The University agrees to provide the following specific services to the Foundation:
 - a. The University's Advancement employees will provide support services required to enable the Foundation to fulfill its administrative and fiduciary duties, including: (1) gift acknowledgment, processing and receipting; (2) management and operation of the donor database/system; (3) records maintenance; (4) routine, day to day, accounting (4) preparation of the annual financial audit; (5) filing of tax documents; (6) management of endowment and other investments under Uniform Prudent Management of University Funds Act, Idaho Code Sections 33-5001 to 33-5010 and in compliance with Foundation policies and procedures; (7) IT security and support; (8) maintenance of Foundation operational policies and (9) all other administrative and support services as required and requested by the Foundation.
 - b. Access to the University's financial system to receive, disburse and account for funds of the Foundation.
 - c. Accounting services, including cash receipts and disbursements, accounts receivable and payable, bank reconciliation, reporting and analysis, and internal auditing.
 - d. Development services, including document preparation, donor records, research, communications and special events.

5. The Director of Advancement and Foundation Services shall:
 - a. Supervise the University Advancement staff who are also employees of the University and who will provide financial and administrative support services to the Foundation.
 - b. At the direction of the Foundation's Investment and/or Finance Committees, facilitate investment transactions on behalf of the Foundation. Signature authority to facilitate any investment transaction will be subject to limits and controls specified by the Foundation, including internal controls established by any financial institution. Specifically, the Director of Advancement and Foundation Services' authority to assist in investment transactions is limited to the administrative task of transferring funds: (1) between accounts within the Foundation's operational bank account; (2) between accounts within the Foundation's investment account; and (3) between the Foundation's operational bank account and the Foundation's investment account. All other financial transactions must be executed by officers of the Foundation.
 - c. Review proposed gift agreements between the University, Foundation and donors, and prepare the agreements for execution by the Foundation's Board Chair or authorized designee. Any agreement that contains an exception to the Foundation's gift acceptance policy will be reviewed by the Executive Committee of the Foundation prior to gift acceptance and execution.
 - d. Attend regularly scheduled Foundation Board meetings, including monthly and specially called committee meetings. Additionally, the Director of Advancement and Foundation Services will attend all other meetings as requested by the Foundation, its board members or officers.
 - e. Promptly perform any and all tasks requested by the Foundation, consistent with the Director of Advancement and Foundation Services job description.

6. The University's President and Vice President for University Advancement shall serve as advisors to the Foundation Board, without voting rights. Executive officers of the University (President and Vice Presidents) shall not serve as Foundation Board officers.

B. Facilities, Furnishings and Office Equipment:

1. Facilities for the Foundation's business use shall be located in the ICCU Bengal Alumni Center, with the specific location determined in the University's discretion. The Foundation shall be entitled to use the Alumni Center for all Foundation related business, including the conference room and event space, at mutually acceptable times and at no charge to the Foundation, in accordance with the Guarantee Agreement between the parties, dated May 28, 2021. The Foundation will be responsible for costs of catering associated with any use.
2. The furnishings, computers, copiers and other items of office equipment used in the Foundation's office are owned by the University but shall be made available for use in the business of the Foundation.

C. Reimbursement:

1. The Foundation is responsible to reimburse the University for certain personnel costs, including benefits. Such costs shall be mutually agreed upon by the Foundation and University as part of the annual budget process set forth in the Operating Agreement and shall include, at a minimum, the personnel costs for the Director of Advancement and Financial Services, an assistant to the Foundation, and specific staff positions directly associated with the maintenance and upkeep of Foundation records and data systems. The Foundation will reimburse the University for replacement costs for furnishings and equipment used by personnel performing work for the Foundation. Other than that responsibility, the Foundation shall have no further obligation to reimburse the University for the costs incurred by the University for fundraising personnel, use of facilities or equipment or for other services provided to the Foundation by the University, unless otherwise agreed by the parties. No payments shall be made directly from the Foundation to University employees in connection with resources or services provided to the Foundation under this Agreement.
2. The Foundation shall provide unrestricted support to the University based on the Foundation's annual budget, with consideration of requests made by the University.

D. Performance:

The Foundation via the Board Chair shall, at a minimum annually, have the right and responsibility to provide performance evaluation information for the Director of Advancement and Foundation Services. The parties agree that one or more Foundation board members from the finance and investment committees or Board officers have the option to review the role and duties of the Director of Advancement and Foundation Services, as outlined within the job description. The Foundation agrees to provide

written performance information via the University performance management process and in alignment with the University performance management timelines. Upon request, the University likewise agrees to provide the Foundation with a copy of any written performance evaluations prepared by the University for employees who provide support services to the Foundation.

This Services Agreement shall be effective as of the date of the last signature thereto and shall continue in annual terms matched to the University's fiscal year until terminated by either party. This Services Agreement may be terminated by either party upon written notice of termination, such termination to be effective 30 days after notice thereof. This Services Agreement shall also terminate at the same time as any termination of the most recently signed Operating Agreement between the University and the Foundation. In the event of termination, all obligations of the parties hereto shall cease as of the date of termination except for obligations for payment or reimbursement which accrued prior to the date of termination.

Idaho State University:

Robert W. Wagner, President

Date

Idaho State University Foundation:

Beena Mannan, Chair

Date

EXHIBIT "B"

SERVICES AGREEMENT

THIS SERVICES AGREEMENT is entered into by and between IDAHO STATE UNIVERSITY, a state educational institution and a body politic and corporate organized and existing under the ~~Constitution and~~ laws of the State of Idaho ("University"), and IDAHO STATE UNIVERSITY FOUNDATION, INC. a private Idaho nonprofit corporation ("Foundation").

RECITALS

- a. As stated in the Operating Agreement, the Foundation exists to support the mission and priorities of the University, including ~~but not limited to~~ managing private resources and providing opportunities for students that may not otherwise occur.
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- c. Because the Foundation has no employees, it relies entirely and exclusively upon one or more University employees to provide the support services it needs to fulfill its responsibilities, mission and purpose timely, adequately and competently. The Vice President for University Advancement has committed the necessary support and services to enable the Foundation to timely, adequately and competently fulfill its responsibilities and mission.
- d. At this time, the University and Foundation are entering into this Service Agreement ~~with~~for the purpose of memorializing their discussions and understanding.

NOW, THEREFORE in consideration of the foregoing and the mutual covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

A. The University agrees to provide to the Foundation the following services:

1. ~~The Executive~~The University is responsible for the employment and compensation of all University advancement staff who provide services to the Foundation, including the Director of Advancement and Foundation Services in his or her capacity as the Managing Director of the Foundation.
2. ~~The~~ Director of Advancement and Foundation Services, an employee of the University, shall ~~serve as the Managing Director of the Foundation and~~ provide administrative, financial, accounting, investment, ~~development~~ and support services to the Foundation, as directed by the Foundation. ~~The University is responsible for the employment and compensation of all University Advancement Staff who provide services to the Foundation, including the Executive Director of Advancement and Foundation Services in his or her capacity as the Managing Director of the Foundation.~~

~~1.3.~~ While providing services to the Foundation, University employees are subject to the

oversight and direction of the Foundation's Board of Directors. The University acknowledges and agrees that the ~~Executive~~ Director of Advancement and Foundation Services will prioritize the work of the Foundation, as necessary, to ensure the timely, adequate and competent fulfillment of the Foundation's mission and responsibilities.

~~2.4.~~ The University agrees to provide the following specific services to the Foundation:

- a. The University's Advancement employees will provide support services required to enable the Foundation to fulfill its administrative and fiduciary duties, including ~~but not limited to~~: (1) gift acknowledgment, processing and receipting; (2) management and operation of the donor database/system; (3) records maintenance; (4) routine, day to day, accounting (4) preparation of the annual financial audit; (5) filing of tax documents; (6) management of endowment and other investments under Uniform Prudent Management of University Funds Act, Idaho Code Sections 33-5001 to 33-5010 UPMIFA and in compliance with Foundation policies and procedures; (7) IT security and support; (8) maintenance of Foundation operational policies and (9) all other administrative and support services as required and requested by the Foundation.
- b. Access to the University's financial system to receive, disburse and account for funds of the Foundation.
- c. Accounting services, ~~to include~~ including but not limited to cash receipts and disbursements, accounts receivable and payable, bank reconciliation, reporting and analysis, and internal auditing.
- d. Development services, including ~~but not limited to~~ document preparation, donor records, research, communications and special events.

~~3.5.~~ The ~~Managing~~ Director of Advancement and Foundation Services shall:

- a. Supervise the University ~~Advancements~~ Advancement staff who are also employees of the University and who will provide financial and administrative support services to the Foundation.
- b. At the direction of the Foundation's Investment and/or Finance Committees, facilitate investment transactions on behalf of the Foundation. Signature authority to facilitate any investment transaction, will be subject to limits and controls specified by the Foundation, including internal controls established by any financial institution. Specifically, the ~~Managing~~ Director of Advancement and Foundation Services's authority to assist in investment transactions is limited to the administrative task of transferring funds: (1) between accounts within the Foundation's operational bank account; (2) between accounts within the Foundation's investment account; and (3) between the Foundation's operational bank account and the Foundation's investment account. All other financial transactions must be executed by officers of the Foundation.
- c. Review proposed gift agreements between the University, Foundation and donors, and ~~execute~~ prepare the agreements ~~on behalf of~~ for execution by the ~~Foundation~~ Foundation's Board Chair or authorized designee. Any agreement that contains an exception to the Foundation's gift acceptance policy will be reviewed by the Executive Committee of the Foundation prior to gift

acceptance and execution.

- d. Attend regularly scheduled Foundation Board meetings, including monthly and specially called committee meetings. Additionally, the Director of Advancement and Foundation Services~~Managing Director~~ will attend all other meetings as requested by the Foundation, its board members or officers.
- e. Promptly perform any and all tasks requested by the Foundation, consistent with the Director of Advancement and Foundation Services~~Managing Director~~ job description.

~~4.6. The University's President, and the Vice President for University Advancement, of the University shall serve as Ex-Officio Advisors to the Foundation Board members, but shall have no, without~~ voting rights. Executive officers of the University (President and Vice Presidents) shall not serve as Foundation Board officers.

B. Facilities, ~~Furnishings and Office Equipment~~, Furnishings and Office Equipment:

1. ~~The Facilities for the Foundation's business office of the Foundation and use~~ shall be located in the University Advancement Office, ICCU Bengal Alumni Center, with the nature and specific location of which shall be determined in the University's discretion. The Foundation shall be entitled to use the Alumni Center for all Foundation related business, including the conference room and event space, at mutually acceptable times and at no charge to the Foundation, in accordance with the Guarantee Agreement between the parties, dated May 28, 2021. The Foundation will be responsible for costs of catering associated with any use.
2. ~~The University will provide office space to the Foundation, including providing all maintenance and utilities, and local and long distance telephone service for use in the business of the Foundation.~~ The furnishings, computers, copiers and other items of office equipment used in the Foundation's office are owned by the University but shall be made available for use in the business of the Foundation. ~~The cost of repairing, maintaining and replacing such furnishings and equipment shall be paid by the University.~~

C. Reimbursement:

1. The Foundation is responsible to reimburse the University for ~~the Managing Director's~~ scertain personnel costs, including benefits. Such costs shall be mutually agreed upon by the Foundation and University as part of the annual budget process set forth in the Operating Agreement and shall include, at a minimum, the personnel costs for the Managing Director, Director of Advancement and Financial Services, an assistant to the Foundation, and specific staff positions directly associated with the maintenance and upkeep of Foundation records and data systems. The Foundation will reimburse the University for replacement costs for furnishings and equipment used by personnel performing work for the Foundation. Other than that responsibility, the Foundation shall have no further obligation to reimburse the University for the costs incurred by the University for fundraising personnel, use of facilities or equipment or for other services provided to the Foundation by the University, unless otherwise agreed to by the parties. No payments shall be made directly from the Foundation to ~~College-University~~ employees in connection with resources or services

provided to the Foundation under this Agreement. _

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D. Performance:

The Foundation via the Board Chair shall, at a minimum annually, have the right and responsibility to provide performance evaluation information ~~and a performance rating~~ for the ~~Managing Director~~ Director of Advancement and Foundation Services ~~position and duties~~. The parties agree that one or more Foundation board members ~~or from the finance and investment committees or Board~~ officers have the option to ~~be present during the performance evaluation~~ review the role and duties of the ~~Executive Director~~ of Advancement and Foundation Services, ~~specifically and only for as outlined within the Managing Director role and duties portion job description~~. The Foundation agrees to provide ~~the~~ written performance information via the University performance management ~~system~~ process and in alignment with the University performance management timelines. Upon request, the University likewise agrees to provide the Foundation with a copy of any written performance evaluations prepared by the University for employees who provide support services to the Foundation.

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Idaho State University:

~~Kevin Satterlee~~ Robert W. Wagner, President

Date

Idaho State University Foundation:

~~David Jeppesen~~ Beena Mannan, Chair

Date

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

BOISE STATE UNIVERSITY

SUBJECT

Construction Approval - North End Zone Expansion

REFERENCE

August 2022	Idaho State Board of Education (Board) approved Boise State University FY2023 Six-Year Capital Improvement Plan
October 2022	Idaho State Board of Education (Board) approved Boise State University Stadium Expansion – Planning and Design Approval
August 2023	Idaho State Board of Education (Board) approved an increase to the Planning and Design budget

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.K.4.

BACKGROUND/DISCUSSION

Boise State University seeks Board approval to construct the North End Zone Expansion in Albertsons Stadium.

In October 2022, the university sought and received Board approval to proceed with planning and design of the North End Zone expansion using a design-build delivery method. In August 2023, the Board approved an increase to the authorization of \$2.5M total, for a total of \$5M.

The project is located at the north end of the Stadium, directly adjacent to the Bleymaier Football Complex. Expanding and enhancing the end zone creates opportunities for revenue generation, as well as donor cultivation and stewardship. This project will provide additional training table resources for all student-athletes, addressing a potential Title IX compliance concern. Additionally, the expansion allows for a connected concourse that will improve the fan experience, particularly as it relates to access to concessions and restrooms.

The design-build team of Andersen Construction, Opsis and HOK was selected through a competitive process and has completed the design development documents. As currently designed, the new structure will provide approximately 12 new field-level suites, exterior loge seating for 220, ledge seating for 148, 10 ADA seats, 10 ADA companion seats, and exterior club seating for a total of 1,550 seats. The project includes the following programmatic elements:

- A club room with seating capacity for 868 persons and a commercial kitchen that will serve game days and act as a training table facility for the university's 350 student-athletes during non-game days

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

- A concourse club amenity with food and beverage service and patron restrooms
- 360-degree concourse connection for egress and circulation
- Premium access entry, general admissions entry, and elevators for ADA accessibility
- A nutrition center
- Athletics storage and hydration room
- Additive alternates include visitor locker rooms, a recruiting lounge, and treatment space

Completing this project will positively impact student-athlete recruiting and retention, and significantly improve the fan experience as Boise State strives to compete nationally.

IMPACT

This project will be constructed using the design-build process through the State of Idaho Division of Public Works. Current cost estimates include a construction cost of \$48,600,000. Contingencies, architectural and engineering fees, commissioning, testing, FFE and other administrative and soft costs bring the estimated total base project cost to \$64,700,000, with an additional \$11.4M in possible additive alternates, for a total project cost of \$76,100,000. The project will be funded with a combination of donor funds, institutional and Athletics reserves, and general revenue bonds.

In accordance with Board policy, the university will request financing approval at a future meeting.

ATTACHMENTS

- Attachment 1 – Project Budget
- Attachment 2 – Site Plan
- Attachment 3 – Capital Project Tracking Sheet

BOARD STAFF COMMENTS AND RECOMMENDATIONS

This project will increase the capacity of Albertsons Stadium and provide a dining facility for student athletes. Boise State has communicated there are waiting lists for additional premium stadium seating.

This second phase of the project will be funded with a combination of donor funds, institutional and Athletics reserves, and general revenue bonds. Subsequent phases will be brought to the Board for approval.

Past Board action to note: In October 2022, BSU received Board financial approval with planning and design of the North End Zone Expansion using a design build

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

method. In August 2023, the Board approved an increase to the October 2022 authorization of \$2.5 million, to \$5.0 million.

It should be mentioned that the escalating price of construction in the Treasure Valley could have a substantial financial impact on this project, especially when it comes to material and labor costs stemming from other major planned construction projects in Idaho by Meta and Micron.

Staff recommends approval.

BOARD ACTION

I move to approve the request by Boise State University for construction of the North End Zone Expansion project for a total cost not to exceed \$76,100,000.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 1

**North End Zone Expansion, Albertsons Stadium
Project Budget**

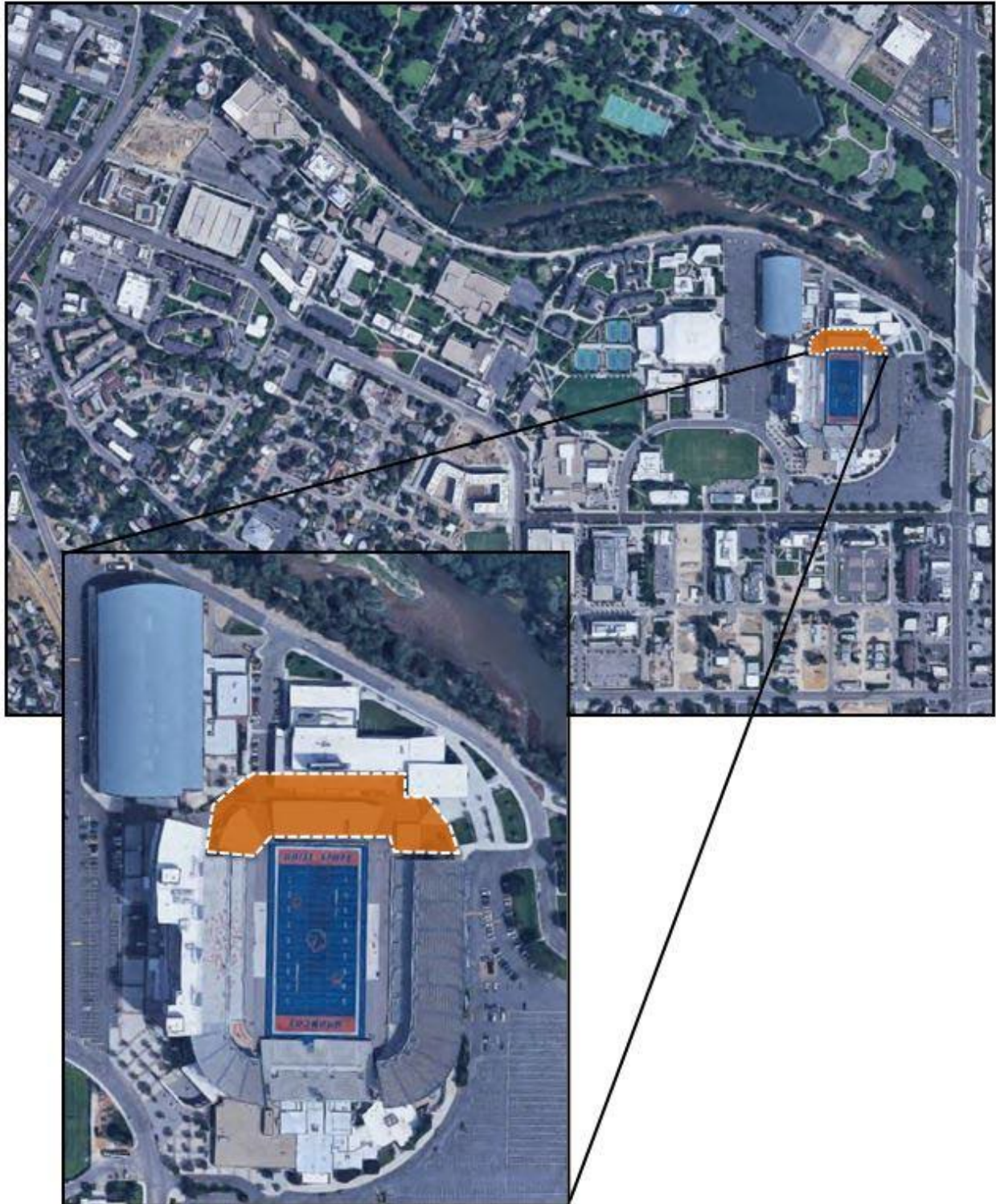
Project Number:	DPW23-203
Project Title:	North End Zone Expansion
Date:	August 2024

Category	Budget
Design-Build Planning	\$4,000,000
Construction	\$48,600,000
Construction Administration	\$900,000
Construction Contingency	\$2,900,000
Testing, Inspections and Misc.	\$1,300,000
Subtotal	\$57,700,000

University Direct Costs (FFE, Utilities, IT, Signage, etc.)	\$4,000,000
University Contingency	\$3,000,000
Total Base Project Budget	\$64,700,000

Category	Budget
Additive Alternates	\$11,400,000
Total Construction Authorization, with Additive Alternates	\$76,100,000

North End Zone Expansion
Site and Vicinity Map



**Office of the Idaho State Board of Education
Capital Project Tracking Sheet
21-Aug-24**

History Narrative

Institution/Agency: Boise State University **Project:** North End Zone Expansion, Albertsons Stadium
Project Description: North End Zone Seating Expansion and Club Room Space in Albertsons Football Stadium
Project Use: Suites, loge boxes, club seats and general stadium seating; club room / athlete training table space
Project Size: Total estimated project cost - \$64.7M-76.1M

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other *	Total Sources	Planning	Use of Funds Const	Other	Total Uses
Initial Cost of Project (Planning)	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 2,310,000		\$ 190,000	\$ 2,500,000
Increase Planning Authority			\$ 2,500,000	\$ 2,500,000	\$ 1,690,000		\$ 810,000	\$ 2,500,000
Construction Base Scope			\$ 59,700,000	\$ 59,700,000	\$ 1,700,000	\$ 48,600,000	\$ 9,400,000	\$ 59,700,000
Alternates			\$ 11,400,000	\$ 11,400,000		\$ 11,400,000		\$ 11,400,000
Total Project Costs	\$ -	\$ -	\$ 76,100,000	\$ 76,100,000	\$ 5,700,000	\$ 60,000,000	\$ 10,400,000	\$ 76,100,000

History of Funding:	PBF	ISBA	* Other Sources of Funds			Total Other	Total Funding
			Institutional Funds	Student Revenue	Other		
Oct-22	\$ -	\$ -			\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Aug-23					2,500,000	\$ 2,500,000	\$ 2,500,000
Aug-24			10,000,000		61,100,000	\$ 71,100,000	\$ 71,100,000
Total	\$ -	\$ -	\$ 10,000,000	\$ -	\$ 66,100,000	\$ 76,100,000	\$ 76,100,000

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

UNIVERSITY OF IDAHO

SUBJECT

Request for Additional Bid, Award, and Construction authorization; proposed Meat Science and Innovation Center, University of Idaho (UI), Moscow, Idaho.

REFERENCE:

August 2019	Idaho State Board of Education (Board) approved the UI Six-Year Capital Improvement Plan
April 2020	Idaho State Board of Education (Board) approved the Planning and Design authorization
June 2023	Idaho State Board of Education (Board) approved the Bid, Award, and Construction authorization

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedure, Section V.K.1, and Sections V.K.3.

BACKGROUND/DISCUSSION

This is a request to authorize additional bid, award, and construction authority for the new Meat Science and Innovation Center (MSIC) Facility based upon actual bids as received by the Construction Manager/General Contractor, Ginno Construction, Coeur d'Alene, Idaho, in June 2024.

The new facility will support the on-going needs of faculty in the College of Agricultural and Life Sciences (CALs) and of the meat science and livestock management industries in the state of Idaho. The proposed facility will be on the UI's main campus in Moscow, Idaho.

The new facility will replace an aging and inadequate facility now on the Moscow campus. It will be state-of-the-art, and USDA inspected and certified. It will support teaching, research, and outreach across all aspects of the meat science industry, from harvest to packaging. The facility will provide students with experiential learning opportunities, and it will support research opportunities spanning multiple disciplines, including materials and system science, genetics, microbiology, biochemistry, and livestock management. It will also be the new home to Vandal Brand Meats.

The project is consistent with the strategic goals and objectives of UI and is fully consistent with UI's strategic plan, specifically:

- This project supports the growth of scholarly research activity in the Agricultural Sciences. It provides support for creative research into solutions to the issues

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

and concerns of the meat science and livestock management industries within the State of Idaho.

- This project enhances and supports collaboration with the meat science and livestock management industries within the State of Idaho. The project is supported by leaders and stakeholders within the State of Idaho such as Agri Beef and the Idaho Cattle Association.

IMPACT

The previously anticipated, and authorized full project cost for the proposed new Meat Science and Innovation Center Facility was \$14,100,000, based upon estimates of construction cost prepared by the Design Architect, Castellaw Kom Architects, Lewiston, Idaho at the conclusion of the Schematic Design Phase, and as reviewed and verified by the Construction Manager/General Contractor, Ginno Construction, Coeur d'Alene, Idaho in March 2023.

Upon receipt of the Bid, Award and Construction authorization from the Board of Regents in June of 2023, the university authorized the completion of the design and bid documents. In addition, the university submitted a request for additional funds in July of 2023 from the State of Idaho Permanent Building Fund (PBF) as part of the FY2025 request process.

In March of 2024, the Legislature approved the allocation of \$2.0 mil to the MSIC project with funding to be available in July of 2024. This allocation was \$350,000 less than the \$2.35 mil anticipated in the June 2023 authorization request documents. The university then authorized the CM/GC to proceed with the bid phase of the project, with bidding timed concurrent with receipt of the FY2025 State of Idaho Funds. The CM/GC bid the project and presented the tabulated bid results to the university in June 2024.

The bid results were much higher than anticipated, attributed to the changes in the construction and bid environment which have occurred in the past 9 to 12 months as the result of extremely large private sector efforts which have consumed much of the available subcontracting resources, especially in regard to the mechanical, electrical, and plumbing (M.E.P.) trades. In response, representatives of the University, the CM/GC, and the State of Idaho Division of Public Works (DPW) have engaged in iterative value engineering and scope reduction efforts. The resulting total project cost based on the bid results, and reductions identified in the subsequent VE and scope reduction sessions, is \$17,221,750. This requires additional authorization in the amount of \$3,121,750.

Funding for the Meat Science and Innovation Center project will come from a combination of gifts and donations, college and central university funds, and State of Idaho Permanent Building (PBF) Funds.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

This request is for additional authorization required to complete design, bid, award, and construct the proposed Meat Science and Innovation Center Facility.

The immediate fiscal impact of this effort is to fund total project costs of approximately \$17,221,750.

Overall Project

Funding

State	
FY2024 PBF:	\$ 3,000,000
FY2025 PBF:	2,000,000
Federal (Grant):	
Other (UI)	
University (CALIS):	5,921,750
Central Reserves:	1,400,000
Gifted Funds:	<u>4,900,000</u>

Estimate Budget

A/E & Consultant Fees:	\$ 1,543,512
Survey & Testing Fees:	58,896
Construction	13,652,320
Construction Cont.	664,000
Owner Cost & Fixed Equip:	1,166,810
Project Cont.	<u>136,212</u>

Total \$ 17,221,750

Total \$ 17,221,750

ATTACHMENTS

Attachment 1 – Capital Project Tracking Sheet

STAFF COMMENTS AND RECOMMENDATIONS

When the Board approved planning and design for this project in April 2020, the projected total cost was \$7,650,000 (\$6,650,000 in gifts and donations and \$1,000,000 from CALS).

In June 2023, the overall project budget was approved by the Board that included 4.9M in gifted funds and \$2.45M from CALS. The project budget also assumed \$2.35M as part of UI's FY25 Permanent Building Fund request that totaled \$14.1M. The actual from amount awarded by Idaho Legislature through the Permanent Building Fund in FY25 was \$2.0M

This most recent request by UI is seeking authorization of an additional \$3,121,750 to cover total project costs for UI's Meat Science and Innovation Center. This significant increase can be primarily attributed to extremely large private sector construction projects in Idaho being undertaken by Meta and Micron. These projects have been a driver to increased construction costs, especially when it comes to labor.

The funding being utilized to cover these additional expenses will come from University (CALIS) funding when compared to the project budget from June 2023

Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

BOARD ACTION

I move to approve the request by the University of Idaho to implement the Award, and Construction phases of the proposed Meat Science and Innovation Center Facility, with a projected total cost of \$17,221,750, as described in the materials submitted to the Board. Award, and Construction authorization is provided at \$17,221,750, including the authority to execute all necessary and requisite consulting and vendor contracts to fully implement the Planning and Design phases of the project.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 1

**Office of the Idaho State Board of Education
Capital Project Tracking Sheet
As of August, 2024**

History Narrative

Institution/Agency: University of Idaho **Project:** Additional Capital Project Authorization Request, Bid, Award, Construction Phases, Proposed Meat Science and Innovation Center Facility, University of Idaho, Moscow, Idaho.

Project Description: A Capital Project to provide for the planning, programming, design, and construction of a project to design and construct a proposed Meat Science and Innovation Center Facility on the Moscow campus of the University of Idaho.

Project Use: The new Meat Science and Innovation Center Facility will replace an aging and inadequate facility now on the Moscow campus. It will be state-of-the-art, and USDA inspected and certified. It will support teaching, research and outreach across all aspects of the meat science industry, from harvest to packaging. The facility will provide students with experiential learning opportunities, and it will support research opportunities spanning multiple disciplines, including materials and system science, genetics, microbiology, biochemistry and livestock management. It will also be the new home to Vandal Brand Meats.

Project Size: Approx. 12,750 gsf. Reduced from 17,500 gsf at the conclusion of the Programming Phase.

Project Cost History:	Sources of Funds				Use of Funds*			
	PBF	ISBA	Other	Total Sources	Planning	Use of Funds Const	Other**	Total Uses
Initial Cost of Project. Planning, Programming and Design Phase Authorization Request. April 2020	\$ -	\$ -	\$ 7,650,000	\$ 7,650,000	\$ 693,100	\$ 5,776,200	\$ 1,180,700	\$ 7,650,000
History of Revisions:								
Revised Cost of Project. Bid, Award, and Construction Phase Authorization Request. June 2023	\$ 5,350,000	\$ -	\$ 1,100,000	\$ 6,450,000	\$ 793,150	\$ 5,331,670	\$ 325,180	\$ 6,450,000
Revised Cost of Project. Award, and Construction Phase Additional Authorization Request. August 2024	\$ (350,000)	\$ -	\$ 3,471,750	\$ 3,121,750	\$ 57,262	\$ 2,544,450	\$ 520,038	\$ 3,121,750
Total Project Costs	\$ 5,000,000	\$ -	\$ 12,221,750	\$ 17,221,750	\$ 1,543,512	\$ 13,652,320	\$ 2,025,918	\$ 17,221,750

* Figures quoted are for the Total Project Cost.

** Owner's Costs, Fixed Equipment, & Project Contingency.

History of Funding:	PBF	ISBA	Other Sources of Funds			Total Other	Total Funding
			Institutional Funds (Gifts/Grants)	Student Revenue	Other***		
Initial Cost of Project. Planning, Programming and Design Phase Authorization Request. April 2020	\$ -	\$ -	\$ 6,650,000	\$ -	\$ 1,000,000	\$ 7,650,000	\$ 7,650,000
Revised Cost of Project. Bid, Award, and Construction Phase Authorization Request. June 2023	\$ 5,350,000	\$ -	\$ (1,750,000)	\$ -	\$ 2,850,000	\$ 1,100,000	\$ 6,450,000
Revised Cost of Project. Award, and Construction Phase Additional Authorization Request. August 2024	\$ (350,000)	\$ -	\$ -	\$ -	\$ 3,471,750	\$ 3,471,750	\$ 3,121,750
Total	\$ 5,000,000	\$ -	\$ 4,900,000	\$ -	\$ 7,321,750	\$ 12,221,750	\$ 17,221,750

*** UI College of Agricultural and Life Sciences, Central Reserves

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

UNIVERSITY OF IDAHO

SUBJECT

Reimbursement Resolution, On-Campus Housing Improvements

REFERENCE

January 2023	Executive Director approval for Master Developer project management
August 2023	University of Idaho Regents approved the FY25-30 University of Idaho Six-Year Plan. Lines 33 through 36 are related to this request
April 2024	University of Idaho Regents approve amendment to University of Idaho Six-Year Plan
May 2024	University of Idaho Regents approve initial pre-planning work

APPLICABLE STATUTE, RULE, OR POLICY

Idaho Code Section 33-3802
Idaho State Board of Education Governing Policies & Procedures, Sections V.K.1., V.K.3.a., V.K.3.d., and V.F.

BACKGROUND/ DISCUSSION

The University of Idaho (UI) Board of Regents approved initial design and development work for on-campus housing improvements in May 2024.

Upon the recommendation of bond counsel, the University seeks a resolution of the Regents in the form of Attachment 1 authorizing the University to reimburse its cash reserves from future bond proceeds for all qualified expenses approved by the Regents and incurred by the University prior to the receipt of such bond proceeds. The University will return to the Regents at a later date for authorization of subsequent phases of the project.

IMPACT

The University will utilize up to \$12M from cash reserves and developer financing to conduct the initial design and development phase of the project as per the Board's approval in May 2024. The proposed resolution (Attachment 1) will authorize the University to reimburse its cash reserves from future bond proceeds should the full project be approved with the anticipated bond funding.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

Prior Authorized Expenditures (Initial Design and Development)

Funding	\$12,000,000	Expenditures	\$12,000,000
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The overall projected eventual impact, including pre-planning expenditures, and assuming the Construction Phase is eventually authorized, is \$125,000,000.

ATTACHMENTS

Attachment 1 – Proposed Resolution

STAFF COMMENTS AND RECOMMENDATIONS

UI is anticipating utilizing up to \$12M from university cash reserves as a financial bridge to proceed and pay for initial design and development phases of UI's On-Campus Housing Improvements project. By doing so, it provides the ability for UI successfully begin incurring certain expenditures related to the project prior to seeking approval to issue bonds to finance the overall project – which is projected to be in October 2024.

UI is requesting authority from the Board to utilize future bond proceeds to reimburse the cash reserves spent on the initial development expenses of this project.

The On-Campus Housing Improvement project was approved for pre-planning work in May 2024 adhering to Policy V.K. Since this request from UI is a debt financing transaction, according to Policy V.F. it will require a majority roll call vote by all Board members

Staff recommends approval.

BOARD ACTION

I move to approve the request by the University of Idaho for authority to use future bond proceeds to reimburse for the planning, design and initial development expenditures of the On-Campus Housing Improvements, and further to approve the Resolution of the Board of Regents regarding the same, as set forth in Attachment 1 to the materials submitted to the Board.

Board Policy V.F. requires a majority roll-call vote by all members of the Board to approve the terms of any debt financing transaction.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BOARD OF REGENTS OF THE UNIVERSITY OF IDAHO

RESOLUTION RE: REIMBURSEMENT OF COSTS
OFFICIAL INTENT PURSUANT TO SECTION 1.150-2, CFR

A DECLARATION OF THE UNIVERSITY OF IDAHO
DECLARING THE OFFICIAL INTENT OF THE UNIVERSITY
OF IDAHO TO REIMBURSE CERTAIN REIMBURSABLE
EXPENDITURES RELATING TO CERTAIN PROJECTS FROM
TAX EXEMPT OBLIGATIONS AND PROVIDING AN
EFFECTIVE DATE.

WHEREAS, The Board of Regents (the “Board”) of the University of Idaho (the “University”) declares official intent on behalf of the University relating to reimbursable expenditures in accordance with Section 1.150-2, Code of Federal Regulations:

WHEREAS, the University has the ability to finance capital expenditures through a variety of means upon approval of the Board (collectively referred to herein as “Bonds”), all in accordance with Idaho law; and

WHEREAS, the Board, on behalf of the University, may issue tax-exempt and taxable bonds for projects, including but not limited to those certain housing improvements intended by the University (such improvements, collectively, the “Project”); and

WHEREAS, the University expects to incur certain capital expenditures related to the Project prior to issuing Bonds, and the University reasonably intends to reimburse itself for such prior expenditures on the Project (the “Reimbursable Expenditures”) with the proceeds of Bonds; and

WHEREAS, the University expects such reimbursement to occur not later than 18 months after the later of the (i) the date of the Reimbursable Expenditures, or (ii) the date the Project is placed in service, but no later than three years after the date of the Reimbursable Expenditures.

NOW, THEREFORE, pursuant to the delegation contained in the Resolution, the undersigned Delegated Representative declares as follows:

Section 1. That the Members of the Authority hereby acknowledge and declare that upon issuance of the Bonds, the University intends to use, and is hereby authorized to use, a portion of the proceeds thereof to reimburse the University for Expenditures with respect to the Project made on and after that date which is no more than 60 days prior to the date hereof; and

Section 2. That each Expenditure was and will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

ATTACHMENT 1

the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues; and

Section 3. That the maximum principal amount of the Bonds to be issued for the Project is \$125,000,000 and the University reasonably expects on the date hereof that it will reimburse the Reimbursable Expenditures to the University with the proceeds of the Bonds; and

Section 4. That the University shall make a reimbursement allocation, which is a written allocation that evidences the University's use of proceeds of the Bonds to reimburse Expenditures, no later than 18 months after the later of the date on which Expenditures are paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Reimbursable Expenditures are paid; and

Section 5. That this Resolution evidences the University's intent and reasonable expectation under Treas. Reg. Section 1.150-2(d)(1) to use the proceeds of the Bonds to pay the costs of the Project and to reimburse the University for expenditures for the costs of the Project paid prior to the issuance of the Bonds to the extent permitted by federal tax regulations; and

Section 6. That the officers of the University and of the Board are hereby authorized and directed, for and in the name and on behalf of University to take any and all actions and execute, acknowledge and deliver any and all agreements, instruments or other documents and revisions or corrections thereof and amendments thereto, as may in their discretion be deemed necessary or desirable to carry out the terms, provisions and intent of this Resolution.

[Remainder of page intentionally left blank.]

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 1

APPROVED AND EXECUTED by the Board of Regents of the University of Idaho this ____ day of August, 2024.

BOARD OF REGENTS OF UNIVERISTY OF
IDAHO:

By: _____
Chair, Board

By: _____
Secretary, Board

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

AGENCIES AND INSTITUTIONS OF THE STATE BOARD

SUBJECT

FY2026 Line-Item Budget Requests

APPLICABLE STATUTE, RULE, OR POLICY

Title 67, Chapter 35, Idaho Code

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

BACKGROUND/ DISCUSSION

Board staff provided guidance to the agencies and institutions for a 3% cap limit less a 1% CEC (salary and fringe) estimate to then determine the remaining for a “capacity improvement enhancement” request.

The Division of Financial Manager (DFM) issued a memo on May 29, 2024, providing guidance for the FY 2026 budget requests. The memo limits FY 2026 ongoing general fund budget requests to no more than 3% above the FY 2025 ongoing general fund appropriation. The 3% cap must include all maintenance items including CEC, and Enrollment Workload Adjustment (EWA) for the colleges and universities.

Budget requests must be submitted to the Legislative Services Office (LSO) and Division of Financial Management (DFM) by August 30, 2024.

IMPACT

The approved Line Items will be included with the FY2026 budget requests and submitted to DFM and LSO for consideration by the Governor for his FY2026 Budget recommendations and by the Joint-Finance Appropriations Committee for funding.

The Operational Capacity worksheet for the institutions was devised by DFM to ensure that negative EWA for institution did not result in providing more room under the 3% cap. The formula first takes EWA into consideration by adjusting the FY 2025 ongoing general fund appropriation by EWA. That new Base plus maintenance items is what is used to allocate across all institutions any remaining balance to get to the 3% cap. If an institution has negative EWA, the adjusted Base is less as a percentage to the FY 2025 Appropriation compared to the other institutions. That less percentage is what is used to allocate the remaining 3% funds, and thus an institution’s total increase allowed as a percentage would be less than the others.

ATTACHMENTS

Attachment 1 – Line-Items Summary

Attachment 2 - 46: Individual Line Items

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

STAFF COMMENTS AND RECOMMENDATIONS

Each proposed line item set forth has been discussed in consultation with the Division of Financial Management and meets the specific criteria set forth in the May 29, 2024, memo from DFM.

Attachment 1 shows the line items for each institution and agency. It also displays the FY 2026 General Fund Appropriation and the total request for line items. Staff did not provide a percentage of the line items to General Fund in order to compare to the 3.0% limit because the full amount of General Fund requests (i.e. replacement capital, inflation, etc.) is unknown at this time.

Staff recommends the Board provide the Executive Director authority to approve the line items included in each agency and institutions' budget request for FY 2026. The agencies and institutions will prioritize each line item so that the selection of the approved line items will be by priority order given the available amount of dollars available. Should the Governor's Office or Legislature request line items above the 3% limit, additional line items would be approved by the Executive Director continuing with the priority order.

Board staff acknowledge the very difficult work that has been done at each of the agencies and institutions in preparing their respective budget line-item requests.

Staff recommends approval.

BOARD ACTION

I move to delegate authority to the Executive Director to approve the agency and institution line items for the FY 2026 budget request, and to authorize the Executive Director to submit the maintenance of current operations and Line-Item budget requests for agencies and institutions due to the Division of Financial Management and Legislative Services Office on August 30, 2024.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 1

STATE BOARD OF EDUCATION

FY 2026 Line Items - College and Universities

By Institution/Agency	Attachment	FY 2025 Total Ongoing General Fund Appropriation	Priority	Institution Specific Initiatives	Total
1 Boise State University		128,879,800			1,373,177
2 Enrollment Workload Adjustment	2		1	192,700	
3 Operational Capacity	3		2	1,180,477	
4 Cyberdome	4		Over 3% cap		\$1.9M
5 Career	5		Over 3% cap		\$3.7M
6 Idaho State University		98,206,800			1,897,027
7 Enrollment Workload Adjustment	2		1	988,100	0
8 Operational Capacity	6		2	908,927	
9 University of Idaho		109,126,500			940,312
10 Enrollment Workload Adjustment	2		1	(57,800)	0
11 Operational Capacity	7		2	998,112	
12 Lewis-Clark State College		22,442,800			102,190
13 Enrollment Workload Adjustment	2		1	(102,500)	0
14 Operational Capacity	8		2	204,690	0
15 Systemwide Needs		6,442,500			57,994
16 Operational Capacity			1	57,994	0
		<u>\$ 365,098,400</u>		<u>\$ 4,370,700</u>	<u>\$ 4,312,706</u>
17					
18 Percentage of FY25 Appropriation excluding			0.8%		
19 Maintenance Items					

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

STATE BOARD OF EDUCATION

FY 2026 Line Items - Community Colleges and Agencies

ATTACHMENT 1

Priority	By Institution/Agency	FY 2025 Total Ongoing General Fund Appropriation	Attachment	Priority	FY 2026 Request	Comments
1	Community Colleges	63,785,200			709,600	
2	System-wide Needs	39,200		1	(147)	Operational Capacity
3	College of Eastern Idaho	7,430,500			384,785	
4	Enrollment Workload Adjustment		9	1	414,800	
5	Operational Capacity		10	2	(30,015)	
4	College of Southern Idaho	19,671,000			616,089	
5	Enrollment Workload Adjustment		9	1	693,800	
6	Operational Capacity		11	2	(77,711)	
7	College of Western Idaho	21,202,200			166,459	
8	Enrollment Workload Adjustment		9	1	248,300	
9	Operational Capacity		12	2	(81,841)	
10	North Idaho College	15,442,300			(457,586)	
11	Enrollment Workload Adjustment		9	1	(400,000)	
12	Operational Capacity		13	2	(57,586)	
13	Career Technical Education	78,963,900			838,300	
14	Administration	2,921,900			142,700	
15	Business Engagement Manager		15	2	142,700	
16	Secondary and General Programs	16,492,100			0	
17	Federal Spending Authority: \$24.5K		16	3		Postsecondary, Secondary and Related Programs
18	Postsecondary Programs	54,487,100			645,600	
19	Technical College Operations		14	1	645,600	
20	Educator Services	1,894,700			0	
21	None				0	
22	Related Programs	3,168,100			50,000	
23	WIOA Adult Education		17	4	50,000	

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 1

STATE BOARD OF EDUCATION

FY 2026 Line Items - Community Colleges and Agencies

		FY 2025				
		Total Ongoing				
		General Fund				
Priority	By Institution/Agency	Appropriation	Attachment	Priority	FY 2026 Request	Comments
24	Agricultural Research/Extension	37,966,900			406,500	
25	Faculty Positions: Viticulture Faculty Position		18	1	157,900	
26	Occupancy Costs: Partial CAFÉ Phase I Funding		19	2	248,600	
27	Health Education Programs	27,830,000			995,400	
28	WIMU Veterinary Education	2,793,300				No Line Items
29	WWAMI Medical Education	7,518,400	20	1	512,600	Increase in Idaho WWAMI Seats - 10
30	IDEP	1,969,700	21	1	54,000	Increase IDEP students from 8 to 9 per year
31	University of Utah Medical Education	2,964,200	22	1	146,400	FY 2023 contract inflation
32	Family Medicine Residencies	7,510,600			105,900	
33	Idaho State University FMR	3,050,600	23	1	70,600	2 new residents: Pocatello and Burley at \$35.5K
34	Family Medicine Residency of Idaho (Boise)	3,382,000	23	1	35,300	Fellowships
35	Kootenai Health FMR	1,078,000			0	No Line Items
36	Psychiatry Residency	837,800			0	No Line Items
37	Boise Internal Medicine Residency	1,231,000	23	1	35,300	1 new resident
38	Eastern Idaho Regional Medical Center	3,005,000	23	1	141,200	4 new Psychiatry residents at \$35.3K each
39	Mountain States Inst of Grad Med Ed and Research	0	23	1	211,700	6 new Psychiatry residents at \$35.3K each
40	Special Programs	30,083,600			266,200	
41	Forest Utilization Research	1,652,600	24	1	19,400	Experimental Forest Training & Operations
42	Geological Survey	1,336,100	25	1	12,600	Critical Needs
43	Scholarships and Grants	25,019,800			194,400	
44	Rural Educator Incentive Program		26	1	72,500	Increase per Senate Bill 1290 (FY 2023)
45	Software Engineer III (IT) WDC		27	2	121,900	
46	Museum of Natural History	748,700				
47	North Branch at University of Idaho		28	Over 3% cap	\$385.3K	
48	Mobile Museum Education		29	Over 3% cap	\$102.8K	
49	Small Business Development Centers	882,700	30	1	26,500	
50	TechHelp	443,700	31	1	13,300	Career

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

STATE BOARD OF EDUCATION

FY 2026 Line Items - Community Colleges and Agencies

ATTACHMENT 1

Priority	By Institution/Agency	FY 2025 Total Ongoing General Fund Appropriation	Attachment	Priority	FY 2026 Request	Comments
51	State Board of Education	46,152,100			980,500	
52	Office of the State Board of Education	37,809,700				
53	Policy Analyst		35	4	90,100	
54	Education Effectiveness Program Manager		34	3	107,800	
55	Board Initiatives Outreach		38	7	120,000	
56	Empowering Parents Program Manager		39	8	0	Use existing GF TB for position; need 1 FTP
57	Independent Study Idaho		40	9	350,000	
58	College & Career Regional Training Coord.		33	Gov Init.		\$288.6K Gov Init: move 3 Dedicated FTP to GF
59	Comprehensive Transcript Service		34	Gov Init.		\$1M Gov Init.
60	IT and Data Management	7,635,000				
61	IT Systems and Infrastructure Engineer IV (IT)		32	1	128,100	
62	IT DBA III/IV		33	2	139,500	
63	Cyber Security		37	6	35,000	
64	Office of School Safety and Security	707,400				
65	See Tell Now contract increase		36	5	10,000	
66	Don't Tread on Me License Plate Program		41	10		\$34K dedicated funds
67	3 vehicle replacements		42	11		\$99K dedicated funds
68	See Tell Now marketing		43	12		\$12.5K dedicated funds
69	Public Charter Commission	193,000			0	
70						No Line Items
71	Idaho Public Television	2,974,200			550,000	
70	Network Operation Center (NOC) Automation		44	1	300,000	One-time
71	IT Infrastructure and Misc. Equipment		45	2	70,000	One-time
72	Studio to Transmitter Link (STL) microwave		46	3	180,000	One-time
73	Vocational Rehabilitation	5,249,100			0	
74	Vocational Rehabilitation	4,691,200				No Line Items
75	Council for the Deaf/Hard of Hearing	557,900				No Line Items
76	Grand Total	\$ 293,005,000			\$ 4,746,500	

College & Universities

Enrollment Workload Adjustment FY2026 Request

Description/Calculation	Weighted Resident Credit Hours				
	BSU	ISU	UofI	LCSC	Total
1 EWA Calculation: Three-Year Moving Average					
2 FY22 Actual EWA Cr Hr	952,927	666,975	560,604	117,573	2,298,079
3 FY23 Actual EWA Cr Hr	939,460	678,507	559,657	116,692	2,294,315
4 FY24 Actual EWA Cr Hr	948,923	686,171	559,347	115,736	2,310,177
5 3 Year Average	947,103	677,218	559,869	116,667	2,300,857
6					
7 FY23 Actual EWA Cr Hr	939,460	678,507	559,657	116,692	2,294,315
8 FY24 Actual EWA Cr Hr	948,923	686,171	559,347	115,736	2,310,177
9 FY25 Proj EWA Cr Hrs	948,923	686,171	559,347	115,736	2,310,177
10 3 Year Average	945,768	683,616	559,450	116,055	2,304,889
11 Projected FY25 % Incr by Institution	0.00%	0.00%	0.00%	0.00%	0.00%
12 Change in 3 Year Ave	(1,335)	6,399	(419)	(612)	4,032
13					
14 FY26 EWA Calculation: 3 Year Average	(\$148,500)	\$711,800	(\$46,600)	(\$68,100)	\$448,600
15	\$111.25	\$111.25	\$111.25	\$111.25	
16 <u>Prior Year Adjustment:</u>					
17 Prior Yr Revised with Actual Hrs	947,103	677,218	559,869	116,667	2,300,857
18 Prior Yr calculation 3 Yr Avg	943,949	674,663	559,973	116,986	2,295,570
19	3,154	2,555	-103	-318	5,287
20 Adjustment calculated at prior year reduction rat	\$ 108.17	\$ 108.17	\$ 108.17	\$ 108.17	
21 Total Prior Adjustment	\$ 341,200	\$ 276,300	\$ (11,200)	\$ (34,400)	\$ 571,900
22					
23					
24 Total FY 2026 EWA	\$192,700	\$988,100	(\$57,800)	(\$102,500)	\$1,020,500

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 3

AGENCY: Boise State University

FY 2026 Request

Title: Operational Capacity Enhancement

Approp
Unit: 510

Page 1 of 2

Decision Unit No: 12.01

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries	\$978,431				\$978,431
2. Benefits	\$202,046				\$202,046
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$1,180,477				\$1,180,477
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$1,180,477				\$1,180,477

Explain the request and provide justification for the need.

Boise State University is requesting \$1,180,477 of operating capacity enhancement funds for FY26 to help fund a 1% CEC increase for employees on dedicated funds.

Inflation has significantly impacted salaries both locally and nationally. In an increasingly competitive job market, recognizing meritorious service to the state through annual CEC increases is critical to attracting and retaining qualified employees. Boise State has struggled to retain qualified staff who are frequently recruited by other employers that pay higher salaries for equivalent positions. This has resulted in high employee turnover rates, particularly in classified and non-faculty positions (FY23 annualized turnover rates of 37% and 21%, respectively). Frequent turnover creates a loss in efficiency, negatively impacting the university's ability to meet its strategic plan goals. Annual CEC increases are critical to addressing this issue, as is addressing salary disparities in high turnover positions.

If a supplemental, what emergency is being addressed?

Not Applicable

Specify the authority in statute or rule that supports this request.

Not Applicable

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

High turnover rates among non-faculty employees impact the university's ability to optimally support students and staff, which can impact most performance measures and strategic plan goals. For example, high turnover rates in IT positions may create delays in implementing new programs to support student learning.

What is the anticipated measured outcome if this request is funded?

The anticipated outcome of this request is a reduction in annualized turnover rates.

Indicate existing base of PC, OE, and/or CO by source for this request.

The FY25 PC General Fund appropriation is \$116,857,000.

What resources are necessary to implement this request?

Not applicable

List positions, pay grades, full/part-time status, benefits, terms of service.

Not applicable

Will staff be re-directed? If so, describe impact and show changes on org chart.

Not applicable

Detail any current one-time or ongoing OE or CO and any other future costs.

Not Applicable

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Not applicable

Provide detail about the revenue assumptions supporting this request.

Not applicable

Who is being served by this request and what is the impact if not funded?

The funding requested will help attract and retain qualified employees while mitigating the costs associated with employee turnover. If the request is not funded, ongoing turnover will negatively impact the university's ability to meet strategic plan and performance measurement goals.

AGENCY: Colleges and Universities
 FUNCTION: Boise State University
 ACTIVITY: Technology and STEM
 Careers (Cyberdome)

Agency No.: 516
 Function No.: 02
 Activity No.: _____

FY 2026 Request
 Page ___ of ___ Pages
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 Revision No. ___

A: Decision Unit No:	Title: Cyberdome			Priority Ranking of	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	6				6
PERSONNEL COSTS:					
1. Salaries	\$544,750				\$544,750
2. Benefits	\$200,198				\$200,198
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$744,948				\$744,948
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. Operating	\$1,139,600				\$1,139,600
TOTAL OPERATING EXPENDITURES:	\$1,139,600				\$1,139,600
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:	\$52,500				\$52,500
TOTAL CAPITAL OUTLAY:	\$52,500				\$52,500
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$1,937,048				\$1,937,048

Request Narrative

1. Explain the request and provide justification for the need.

Boise State University's Cyberdome program is one of a kind, with a collaborative hub for competency-based development, and the mission of reducing risk for rural communities while producing a "Ready to Work" cybersecurity workforce. The Cyberdome provides students with hands-on work experience as they provide cybersecurity services to rural partners across Idaho. Students graduate from this program with extensive workplace experience. Currently there are 60+ rural community clients in the pipeline for Cyberdome.

This line-item request will allow Boise State to continue to offer hands-on experience and cybersecurity services to rural communities and meet the demand for skilled cybersecurity specialists in Idaho.

2. If a supplemental, what emergency is being addressed?

Not applicable

3. Indicate existing base of PC, OE, and/or CO by source for this request.

Boise State has committed \$200,000 to Cyberdome.

4. What resources are necessary to implement this request?

See below

5. List positions, pay grades, full/part-time status, benefits, terms of service.

Boise State University positions (6 FTE's):

- Full-time Assistant Professor (undergraduate/graduate faculty) in cybersecurity (1 at \$130,000/yr + 21% variable benefits and \$14,300/FTE)
- Cybersecurity Engineer Mentor Staff (2 at \$89,250/yr + 21% variable benefits and \$14,300/FTE)
- Cybersecurity Analyst Mentor Staff (2 at \$78,750/yr + 21% variable benefits and \$14,300/FTE)
- Cybersecurity Business Operations Manager Staff (1 at \$78,750/yr + 21% variable benefits and \$14,300/FTE)

6. Will staff be re-directed? If so, describe impact and show changes on org chart.

Not Applicable

7. Detail any current one-time or ongoing OE or CO and any other future costs.

Ongoing operating:

- Graduate student assistantships (4 at \$50,400/yr)
- Cybersecurity undergraduate stipends (70 at \$11,675/yr)
- Cybersecurity Platforms \$120,750/yr

Capital Outlay:

- Servers to add up to 50 new clients - \$52,500

8. Describe method of calculation (RFI, market cost, etc.) and contingencies.

Market cost

9. Provide detail about the revenue assumptions supporting this request.

Not applicable

10. Who is being served by this request and what is the impact if not funded?

The expected outcomes of this investment include:

- 70+ students/yr will be trained as Cyberdome cybersecurity specialists
- 60+ rural clients/yr will be served by Cyberdome
- Ensure availability of cybersecurity courses by increasing teaching faculty and graduate students needed for cybersecurity.

The investment requested will have a significant impact on the workforce available to grow this industry in Idaho. This is an exciting opportunity to meet the needs of our students, industry and the state while advancing innovation, security and economic prosperity for the nation.

Without the requested funding, the university will no longer be able to fund Cyberdome.

AGENCY: Colleges and Universities
 FUNCTION: Boise State University,
 College of Southern Idaho and College
 of Eastern Idaho
 ACTIVITY: Technology and STEM
 Careers

Agency No.: 516

FY 2026 Request

Function No.: 02

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Activity No.:

A: Decision Unit No:	Title: STEM			Priority Ranking of	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	24				24
PERSONNEL COSTS:					
1. Salaries	\$2,340,000				\$2,340,000
2. Benefits	\$834,600				\$834,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$3,174,600				\$3,174,600
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. Operating	\$496,200				\$496,200
TOTAL OPERATING EXPENDITURES:	\$496,200				\$496,200
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$3,670,800				\$3,670,800

Request Narrative

1. Explain the request and provide justification for the need.

Boise State is uniquely positioned to advance workforce development and educational initiatives in technology across the state in partnership with Idaho's community colleges. Through this partnership, we can increase the workforce for several of Idaho's in-demand careers, including construction management, computing and electrical engineering.

Paired with significant national investments in semiconductor industries, an investment in these programs will help meet industry needs in Idaho, create a sustained pipeline of skilled workers, and enhance America's global competitiveness. Because many students start in community college, having strong articulation paths within the state will allow students to successfully transfer from community colleges to Boise State.

Demand for construction management in Idaho continues to increase. This is reflected in the number of companies seeking construction managers at Boise State's Career Fair; in 2022 there were 65, in 2023 there were nearly 90, and we anticipate over 100 companies will be recruiting construction managers at this fall's career fair. There is a clear and increasing demand for these students. To meet this need, both Boise State's and the College of Southern Idaho's (CSI) programs need to expand.

Computing is ubiquitous throughout Idaho's industries. There is growing demand for fundamental computer science degrees as well as certificates in other areas such as AI, data science, and cybersecurity. CSI has an existing program that needs to expand, and computing is a strategic growth area for the College of Eastern Idaho (CEI). Computer science is one of the top five programs at Boise State, and additional capacity is needed to meet this demand. Increasing capacity in the programs across the state will help meet the needs of Idaho companies.

The semiconductor workforce is dependent on electrical engineering training as well as access to hands-on training facilities. Boise State has the only cleanroom within 300 miles of Micron Technology. The university has a partnership with CWI to offer modules in the clean room for their students and we want to expand this opportunity to other schools over the next two years. In addition, electrical engineering is currently one of the most difficult articulation paths – as the department continues to evolve its curriculum to meet the needs of transfer students, it is important to have some of the first two-year classes offered in the summer or online. The current demand can be met with additional investment in Boise State alongside development of a longer-term solution for community colleges.

Over the past year, Boise State has invested in foundational areas to grow microelectronics and semiconductor education in Idaho to help meet the national demand. Boise State's Microelectronic Education and Research (MER) Institute established in 2023 is a part of the efforts of the university to respond to the need to bring manufacturing for this critical technology sector back to the United States.

This line-item request will allow Boise State, CSI, and CEI to increase their investment in STEM programs in response to industry requests for more construction management, computing, and electrical engineering graduates. Without this expansion, Idaho companies will have unmet workforce needs, and students may have to leave the state to pursue these degree programs.

2. If a supplemental, what emergency is being addressed?

Not applicable

3. Indicate existing base of PC, OE, and/or CO by source for this request.

Boise State has allocated \$475,842 in dedicated funds to the MER Institute; \$462,846 in PC (3 FTEs) and \$13,000 in OE. The university has allocated \$290,250 for School of Computing (1 FTE) and \$10,000 in OE.

4. What resources are necessary to implement this request?

See below

5. List positions, pay grades, full/part-time status, benefits, terms of service.

Boise State University positions (18 FTE):

- Full-time Assistant Professors (undergraduate/graduate faculty) in construction management, computing, microelectronics and related programs (advanced materials and quantum information systems, and advanced manufacturing) (9 at \$130,000/yr + 21% variable benefits and \$14,300/FTE)
- Full-time Clinical Assistant Professors in STEM (4 at \$95,000/yr + 21% variable benefits and \$14,300/FTE)
- School of Computing Coordinator (1 at \$60,000/yr + 21% variable benefits and \$14,300/FTE)
- Student Advisor for Computing Students (1 at \$55,000/yr + 21% variable benefits and \$14,300/FTE)
- Safety and technical staff to support clean room and STEM labs (2 at \$70,000/yr + 21% variable benefits and \$14,300/FTE)

College of Southern Idaho positions (4 FTE):

- Three faculty for CS and CM instruction - (3 at \$95,000 + 21% variable benefits and \$14,300/FTE)
- Administrator/Coordination - (1 at \$60,000 + 21% variable benefits and \$14,300/FTE)

College of Eastern Idaho positions (2 FTE):

- Two faculty for CS instruction - (2 at \$95,000 + 21% variable benefits and \$14,300/FTE)

6. Will staff be re-directed? If so, describe impact and show changes on org chart.

Not Applicable

7. Detail any current one-time or ongoing OE or CO and any other future costs.

Ongoing operating:

- Clean Room Training and Supplies - \$75,000/yr
- Graduate student assistantships - 8 at \$50,400/yr
- Operating funds for consumables, training and other expenses - \$1,000/FTE

Capital Outlay:

- Not Applicable

8. Describe method of calculation (RFI, market cost, etc.) and contingencies.

Market cost

9. Provide detail about the revenue assumptions supporting this request.

Not applicable

10. Who is being served by this request and what is the impact if not funded?

The expected outcomes of this investment include:

- The ability to continue and sustain the growth of CM graduates at 90+, with clear articulation between Boise State and CSI.
- Over 150+ students will graduate with a BS in Computer Science, based on increased resources at CSI, CEI, and Boise State to aid in seamless transfers.
- More than double Boise State's Electrical and Computer Engineering graduates to 75+ by increasing faculty to increase course offerings and provide a clear articulation path, as well as provide hands-on learning experiences through clean room training for fabrication facilities, internships, and research experiences;
- Manage a clean room program to train engineers and technicians from both CWI and Boise State to work in fabrication facilities; and

- Ensure availability of math, statistics, and physics courses for engineering/STEM-related fields by increasing teaching faculty.

The investment requested will have a significant impact on the workforce needed to support these industries in Idaho. This is critical to meet the needs of our students, industry and state while also advancing innovation, security and economic prosperity for the nation.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 6

AGENCY: Idaho State University
 FUNCTION: General Education
 ACTIVITY:

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

FY 2026 Request
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 Original Submission X or
 Revision No. ___

A: Decision Unit No: 12.01		Title: Operational Capacity Enhancement			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries & Benefits	\$908,900				\$908,900
TOTAL PERSONNEL COSTS:	\$908,900				\$908,900
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. Materials & Supplies					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$908,900				\$908,900

Explain the request and provide justification for the need.

This Operational Capacity Enhancement Line-Item request was generated for Higher Education to meet the 3% DFM budget cap guidelines. This funding will go towards unfunded CEC and health insurance increases.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

N/A

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

N/A

What is the anticipated measured outcome if this request is funded?

N/A

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

N/A

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

None

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The State Board of Education's FY26 CU-CC Operational Capacity Worksheet

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

Faculty, Staff, and Students will be impacted.

AGENCY: 514 – University of Idaho

Approp Unit: EDGC

Decision Unit No: 12.01

Title: Operational Capacity Enhancement

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	0.00				0.00
PERSONNEL COSTS					
1. Salaries	\$832,300				\$832,300
2. Benefits	165,800				165,800
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$998,100				\$998,100
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES	\$0				\$0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	\$0				\$0
T/B PAYMENTS	\$0				\$0
GRAND TOTAL	\$998,100				998,100

Explain the request and provide justification for the need.

University of Idaho requests \$998,100 to partially offset CEC across campus. To successfully retain and recruit faculty and staff in an environment of rising inflation and increased competition for talent UI must provide pay raises, especially at the lower end of the pay scale. Salary competitiveness is a long-term issue – not readily corrected in one year and easy to lose ground on if there is not an annual effort to address the salary costs of the changing marketplace. This request will enable the University of Idaho to continue to narrow the gap in

employee target salaries during the FY26 CEC process, without increasing the burden on student tuition.

High turnover rate of employees impacts teaching and student services in critical areas. These areas include but are not limited to academic faculty, academic advising, career services, facilities, health and mental health services, financial aid counseling, student advising, tutoring and college success, military and veteran services, and the registrar's office.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

University of Idaho statute authority comes from the Idaho Constitution, article IX section 10.

Please identify the performance measure, goal or priority this request is intended to improve in the strategic plan or performance measurement report.

Additional funding for salary increases will directly impact Goal 4, Objective B of the University of Idaho's strategic plan:

Enhance the University of Idaho's ability to compete for and retain outstanding scholars and skilled staff.

As we put additional resources into our compensation model, we will be better poised to attract new talent to the university and Idaho and to retain the excellent faculty and staff already serving our students and our state.

What is the anticipated measured outcome if this request is funded?

Increased investment in our faculty and staff will help reduce employee turnover and attract more qualified applicants.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

No additional resources beyond what is requested are needed in order to implement.

List positions, pay grades, full/part-time status, benefits, terms of service.

If funded, this would be allocated to positions across all positions funded or partially funded by General Education.

Will staff be re-directed? If so, describe impact and show changes on org chart.

N/A

Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Salary increases are calculated for both faculty and staff using industry and peer salary information relevant to each position.

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

When employees leave positions at the university to pursue higher paying careers, it directly impacts the operations of the university, the student experience, and ultimately, graduation rates. This budget request is designed to help ensure that the university can compete for these employees in the open market.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 8

AGENCY: Lewis-Clark State College
 FUNCTION: General Education
 ACTIVITY: Operational Capacity

Agency No.: 511
 Function No.: 05
 Activity No.:

FY 2026 Request
 Page 1 of 3 Pages
 Original Submission X or
 Revision No.

A: Decision Unit No: 12.01		Title: OPERATIONAL CAPACITY			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.00				2.0
PERSONNEL COSTS:					
1. Salaries	\$143,400				\$143,400
2. Benefits	58,300				58,300
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$201,700				\$201,700
OPERATING EXPENDITURES by summary object:					
1. Graduate Healthcare Faculty OE	\$3,500				\$3,500
2. Enrollment Specialist OE	25,000				25,000
3. Base Adjustment for Inflationary Costs	4,200				4,200
TOTAL OPERATING EXPENDITURES:	\$32,700				\$32,700
CAPITAL OUTLAY by summary object:					
1. Graduate Healthcare Faculty CO	\$3,000				\$3,000
2. Enrollment Specialist CO	5,000				5,000
TOTAL CAPITAL OUTLAY:	\$8,000				\$8,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$242,400				\$242,400

Explain the request and provide justification for the need.

The intended use of these operational capacity funds, though emerging needs may lead to a reprioritization of these funds, is to recruit and retain students by keeping student tuition low through support for base operational inflationary costs, to expand programs to address industry needs, and to better support students by providing and expanding face-to-face services.

LC State has a 60-year history of providing nursing education. In addition to expanding the existing Bachelor of Science in Nursing (BSN) program and implementing a Master of Science in Nursing (MSN: Nursing Leadership in Healthcare) graduate degree, LC State is dedicated to seeking additional opportunities to facilitate addressing the healthcare workforce needs of Idaho. LC State recognizes the value of collaboration with sister institutions to provide health care education programs throughout the state.

As LC State continues to help address the healthcare shortages in the State of Idaho, the institution is requesting support to expand graduate healthcare education opportunities in North Idaho (regions 1 & 2). Per Idaho Board of Education Policy III.Z., Idaho State University (ISU) has statewide responsibility for Health Care programs. LC State has worked extensively with ISU to partner on several graduate initiatives, including but not limited to, Physician Assistant (PA) and Master of Science in Nursing (MSN). To support these increases in graduate healthcare offerings on the LC State campus, as well as in region 1 & 2, additional faculty will be necessary to teach program courses and to oversee clinical placements. LC State proposes funding for 1.0 FTE for graduate healthcare faculty.

As the college-going population in Southern Idaho continues to grow, LC State recognizes the need to expand face-to-face enrollment services to serve this population. LC State proposes funding for a 1.0 FTE enrollment specialist who will be trained in admissions, financial aid, and academic advising such that those services can be available in person and in real time to prospective and new students from Southern Idaho. This position will also support the college's prison education programs in Boise and Pocatello.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

N/A

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

LC estimates the funds will support 1.00 FTE in the graduate healthcare programs along with operating costs (\$136,700), 1.00 FTE for an enrollment specialist and operating costs (\$101,500), and minimize tuition impact by partially addressing inflationary costs associated with base operations (est. \$4,200).

List positions, pay grades, full/part-time status, benefits, terms of service.

Description	Salary	Benefits	Total PC
Graduate Healthcare Faculty	\$96,000	\$34,200	\$130,200
Enrollment Specialist – Southern Idaho One-Stop	\$47,400	\$24,100	\$71,500

Will staff be re-directed? If so, describe impact and show changes on org chart.

N/A

Detail any current one-time or ongoing OE or CO and any other future costs.

All funding requested is ongoing general education funds.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

CUPA medians for each position and market demand informed the salaries. Operating expenditures were estimated based on estimates for travel, supplies, and professional development.

Provide detail about the revenue assumptions supporting this request.

An increase in programmatic offerings and student support will increase retention and enrollment. Enrollment growth will help LC State achieve ongoing fiscal sustainability. Idaho benefits from enrollment growth at LC State as each dollar of public investment in LC State returns \$1.90 over a student's working life.

Who is being served by this request and what is the impact if not funded?

This request will benefit students, families, communities, and ultimately – Idaho. Idaho needs to retain its workforce and one of the best ways to do this is by training its own workforce in Idaho at schools like LC State.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 8

AGENCY: Lewis-Clark State College
 FUNCTION: General Education
 ACTIVITY: Employee Compensation

Agency No.: 511
 Function No.: 05
 Activity No.:

FY 2026 Request
 Page 1 of 3 Pages
 Original Submission X or
 Revision No.

A: Decision Unit No: 12.02		Title: EMPLOYEE COMPENSATION			Priority Ranking 1 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	\$973,300				\$973,300
2. Benefits	208,500				208,500
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$1,181,800				\$1,181,800
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$1,181,800				\$1,181,800

Explain the request and provide justification for the need.

Teaching is a people business; as such employee compensation is the highest priority at Lewis-Clark State College (LC State) because it plays a critical role in recruiting and retaining top talent, which in turn ensures the delivery of high-quality educational programs. This proposal seeks to begin addressing LC State’s longstanding salary shortfalls by: (a) achieving instructional salary parity with Idaho K12 teacher salaries; and (b) bringing staff salaries (classified and professional) up to Idaho policy medians.

LC State supports and commends Idaho’s initiatives to raise K12 teacher salaries, with the Governor’s efforts expected to bring the average teacher salary to over \$60,000 per year (from FY 23’s \$54,806 to an estimated \$61,165 in FY 24). LC State’s historically low salaries have and continue to cause significant challenges in recruiting and retaining faculty and staff, especially when compared to: (a) 4-year sister institution salaries (see below); (b) market trends; and (c) Idaho’s recent deserved and needed K12 salary increases.

Salaries undoubtedly impact employee retention. From FY 2019 to FY 2023, LC State’s classified staff turnover rate fluctuated between 14% and 32%, professional staff turnover ranged from 11% to 20%, and faculty ranged from 6% to 13%. These turnover rates are unsustainable, and lead to operational

inefficiencies as institutional knowledge is lost, repeated new employee training and onboarding time are required, and burnout and increased workloads among remaining staff are exacerbated.

LC State needs resources to begin addressing its longstanding salary shortfalls. The below presents comparative information relative to LC State teaching salaries and Idaho 4-year sister institutions as well as the K12 teacher salary average, both of which end up being competitors in terms of faculty hiring; as well as median salary comparisons for classified and professional staff.

- (1) **LC State's FY25 teacher salaries** for instructors and assistant professors lag behind **FY25 K-12 salaries** by an average of \$8,127 for instructors and \$2,507 for assistant professors.
- (2) **LC State's FY25 teacher salaries** are 24% lower than the **FY23 salaries** of our 4-year Idaho sister institutions for assistant professors; 23% lower for associate professors; and 20% lower for full professors. Given raises over the past two years, these % gaps can only have increased. (LC State staff salaries also lag by between 20-40% of our Idaho 4-year sister salaries).
- (3) **The compensation correction needed to begin to address salary shortfalls, starting with K12 instructional parity, is calculated at \$1.181M** (i.e., approximately \$311K to bring faculty salaries up to the K-12 average, \$337K to bring classified staff salaries up to policy median, and \$534K to bring professional staff up to policy median). **Note: Faculty salary parity with our Idaho 4-year sister institutions would require an additional \$1.2M** (\$1,181,800 as requested here plus \$1,199,200 = \$2.4M total).

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

N/A

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

LC estimates \$1,181,800 in ongoing funds is needed to implement this request.

List positions, pay grades, full/part-time status, benefits, terms of service.

Description	Salary	Benefits	Total PC
Bring LC faculty average to the K12 average	\$257,800	\$53,400	\$311,200
Bring classified to 100% of policy/median	\$273,500	63,500	\$337,000
Bring professional staff to 100% of median	\$442,000	\$91,600	\$533,600

Will staff be re-directed? If so, describe impact and show changes on org chart.

N/A

Detail any current one-time or ongoing OE or CO and any other future costs.

All funding requested is ongoing general education funds.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The salary data was informed by CUPA median figures for each position and the classified staff policy.

Provide detail about the revenue assumptions supporting this request.

Competitive salaries significantly reduce the high cost of employee turnover by reducing the frequency and costs associated with hiring and training new employees. Additionally, retaining experienced employees maintains institutional knowledge, enhances team stability, and improves overall productivity, all of which contribute to lowering the long-term costs that turnover imposes.

While not exactly a revenue assumption, it is relevant to note the following regarding Idaho's Enrollment Workload Adjustment (EWA) formula.

EWA is the method by which the Idaho State Board of Education (SBOE) allocates funds (lump sum appropriation of the general fund account) among the 4-year institutions. The model is based on resident academic (non-CTE) credits and applies greater multiplier weights to credits associated with higher-level coursework (upper division and graduate), STEM topics, and institution-specific areas of emphasis (i.e., mission alignment). An analysis of this formula reveals that for every credit hour reported: (a) LC State receives an average credit weighting of 1.85; (b) Idaho 4-year sister institutions receive an average of 2.51 weighted credits (UI = 2.4, ISU = 2.85, BSU = 2.28); and (c) **on average, LC State receives 26% less than its Idaho sister institutions per credit hour taught.**

This formula disadvantage has and continues to negatively impact LC State.

Who is being served by this request and what is the impact if not funded?

This request serves the employees and students of Lewis-Clark State College. By funding this request, LC State can begin to address longstanding salary shortfalls, which will help attract and retain high-quality faculty and staff. This will help ensure that students receive a high-quality education from experienced and dedicated professionals.

If this request is not funded, LC State will continue to struggle with high turnover rates, leading to disruptions in educational programs, increased workloads for remaining staff, and a potential decline in the quality of education. The inability to attract and retain employee talent will likely impact student retention and enrollment, jeopardizing the college's long-term financial sustainability, and the overall return on public investment in the institution. This would ultimately affect not only LC State but the broader community and state economy, which benefit from a well-educated workforce.

LC State delivers a small school (private-school) experience at an affordable public-school price. We are proud to serve this educational space for our state; and believe the citizens of Idaho deserve and need a school that serves this niche. That said, we cannot grow our way into financial prosperity, and need a baseline compensation correction that helps address longstanding salary shortfalls.

Community Colleges

Enrollment Workload Adjustment FY2026 Request

Description/Calculation	Weighted Resident Credit Hours				
	CSI	CWI	NIC	CEI	Total
1 EWA Calculation: Three-Year Moving Average					
2 FY22 Actual Weighted EWA Cr Hr	146,833	223,326	83,171	58,764	512,093
3 FY23 Actual Weighted EWA Cr Hr	148,296	220,724	78,808	60,866	508,694
4 FY24 Actual Weighted EWA Cr H	160,226	226,576	73,736	67,376	527,914
5 3 Year Average	151,785	223,542	78,571	62,335	516,233
6					
7 FY23 Actual Weighted EWA Cr Hr	148,296	220,724	78,808	60,866	508,694
8 FY24 Actual Weighted EWA Cr Hr	160,226	226,576	73,736	67,376	527,914
9 FY25 Proj Weighted EWA Cr Hrs	160,226	226,576	73,736	67,376	527,914
10 3 Year Average	156,249	224,625	75,427	65,206	521,507
11 Projected FY25 % Incr by Institution	0.00%	0.00%	0.00%	0.00%	0.00%
12 Change in 3 Year Ave	4,464	1,083	(3,145)	2,871	5,274
13					
14 FY26 EWA Calculation: 3 Year Average	\$371,300	\$90,100	(\$261,600)	\$238,800	\$438,600
15					
16 <u>Prior Year Adjustment:</u>					
17					
18 Prior Yr Revised with Actual Hrs	151,785	223,542	78,571	62,335	516,233
19 Prior Yr calculation 3 Yr Avg	147,808	221,591	80,262	60,165	509,827
20 Difference	3,977	1,950	(1,691)	2,170	6,407
21 Adjustment calculated at prior year increase rate	\$ 81.10	\$ 81.10	\$ 81.10	\$ 81.10	\$ 81.10
22 Total Prior Adjustment	\$ 322,500	\$ 158,200	\$ (137,100)	\$ 176,000	\$ 519,600
23					
24 Total FY 2026 EWA Revised	\$693,800	\$248,300	(\$400,000)	\$414,800	\$956,900

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 10

AGENCY: College of Eastern Idaho
 FUNCTION: General Education
 ACTIVITY: General Budget

Agency No.: 505
 Function No.: NA
 Activity No.: NA

FY 2026 Request
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 Original Submission X or
 Revision No.

A: Decision Unit No: 12.01		Title: OCE			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. Operatioinal Capacity Enhancement	\$ (30,015)				\$ (30,015)
TOTAL OPERATING EXPENDITURES:	\$ (30,015)				\$ (30,015)
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ (30,015)				\$ (30,01)

Request Narrative

Explain the request and provide justification for the need.

This line-item is to adjust CEI's FY 2026 budget to meet the 3% budget cap as required by the DFM guidelines.

If a supplemental, what emergency is being addressed?

Specify the authority in statute or rule that supports this request.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

What is the anticipated measured outcome if this request is funded?

Indicate existing base of PC, OE, and/or CO by source for this request.

What resources are necessary to implement this request?

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	FT or PT	Benefit Elig	Date of Hire	Term Service

Will staff be re-directed? If so, describe impact and show changes on org chart.

Detail any current one-time or ongoing OE or CO and any other future costs.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Provide detail about the revenue assumptions supporting this request.

Who is being served by this request and what is the impact if not funded?

IT Narrative (If applicable)

1. How does this request conform with your agency's IT plan?
2. Is your IT plan approved by the Office of Information Tech. Services?
3. Does the request align with the state's IT plan standards?
4. Attach any supporting documents from ITS or the Idaho Tech. Authority.
5. What is the project timeline?

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 11

AGENCY: College of Southern Idaho

Approp Unit: College of Southern Idaho EDFB

Decision Unit No: 12.01

Title: Operational Capacity Enhancement

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
	\$-77,711				\$-77,711
TOTAL OPERATING EXPENDITURES	\$-77,711				\$-77,711
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$-77,711				\$-77,711

Explain the request and provide justification for the need.

Due to increases in EWA, a reduction in operational capacity enhancement is required to meet the 3% cap allowed. This request will allow the community colleges to stay below that 3% cap.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

TITLE 33

EDUCATION

CHAPTER 21

JUNIOR COLLEGES

33-2139. STATE COMMUNITY COLLEGE ACCOUNT CREATED. There is hereby created a state community college account in the state operating fund in the state treasurer's office to which shall be credited all moneys that may be transferred pursuant to section 23-404(1)(b)(iii), Idaho Code. The state treasurer shall make such disbursements from the account as may be ordered by the state board of education in accordance with the provisions of this act.

History: [33-2139, added 1967, ch. 350, sec. 1, p. 993; ch. 255, sec. 9, p. 662; am. 2012, ch. 35, sec. 1, p. 106; am. 2014, ch. 16, sec. 1, p. 23.]

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This request will allow us to stay below the 3% cap on increased funding.

What is the anticipated measured outcome if this request is funded?

This request will not be measured due to it being a reduction and not a request for additional funding.

Indicate existing base of PC, OE, and/or CO by source for this request.

This reduction will come out of OE.

What resources are necessary to implement this request?

This reduction will necessitate a slower increase in CSI's OE.

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

Staff will not be redirected. This will decrease the rate at which operating costs can be adjusted.

Detail any current one-time or ongoing OE or CO and any other future costs.

No one time funding requested.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

N/A

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

Since this request is a reduction in Operating Capacity, if not funded, CSI will be able to increase OE more than currently planned.

AGENCY: State Board of Education
FUNCTION: College of Western Idaho
ACTIVITY:

Agency No.: 508
 Function No.: 07
 Activity No.:

FY 2026 Request
 Page 1 of 1 Pages
 Original Submission X or
 Revision No.

A: Decision Unit No: 12.01		Title: Operational Capacity Enhancement			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. Open Education Initiative Project Z-Degree – Zero Book Cost	\$ (81,800)				\$ (81,800)
TOTAL OPERATING EXPENDITURES:	\$ (81,800)				\$ (81,800)
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ (81,800)				\$ (81,800)

Request Narrative

1. Explain the request and provide justification for the need.

Operational Capacity Enhancement is based on the maximum allowable change to Community College Funding (3%), net of statutorily required changes (EWA), mandatory benefit changes (health insurance premium increase), and 1% CEC allowance.

2. If a supplemental, what emergency is being addressed?

N/A

3. Specify the authority in statute or rule that supports this request.

N/A

4. Indicate existing base of PC, OE, and/or CO by source for this request.

There is no existing base.

5. What resources are necessary to implement this request?

No new resources are necessary to implement this request.

6. List positions, pay grades, full/part-time status, benefits, terms of service. N/A

7. Will staff be re-directed? If so, describe impact and show changes on org chart.

No. Staff will not be re-directed.

8. Detail any current one-time or ongoing OE or CO and any other future costs.

This will be ongoing OE.

9. Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculation made according to the formula provided by the Office of the State Board of Education.

10. Provide detail about the revenue assumptions supporting this request.

N/A

11. Who is being served by this request and what is the impact if not funded?

No one.

IT Narrative (If applicable)

1. How does this request conform with your agency's IT plan?
2. Is your IT plan approved by the Office of Information Tech. Services?
3. Does the request align with the state's IT plan standards?
4. Attach any supporting documents from ITS or the Idaho Tech. Authority.
5. What is the project timeline?

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 13

AGENCY: Office of the State Board of Education
 FUNCTION: North Idaho College
 ACTIVITY: Board approved category

Agency No.: 501
 Function No.: 02
 Activity No.:

FY 2025 Request
 Page 1 of 2 Pages
 Original Submission X or
 Revision No.

A: Decision Unit No:		Title: Operational Capacity Enhancement			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					2
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:	\$-159,300				\$-159,300
TOTAL OPERATING EXPENDITURES:	\$-159,300				\$-159,300
CAPITAL OUTLAY by summary object:					
1. Design & Construction					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$-159,300				\$-159,300

Request Narrative

1. Explain the request and provide justification for the need. This request is to adjust/reduce the college's state general fund allocation for North Idaho College. The reduction is required in order to submit budgets that comply with the 3% budget increase cap as required by the Division of Financial management FY26 budget guidelines. Due to the increases in EWA for the other three community colleges, operational capacity has to be reduced so that requests for adjustments for mandatory benefit changes and a 1% CEC and be included with exceeding the 3% overall cap.

2. If a supplemental, what emergency is being addressed? N/A
3. Indicate existing base of PC, OE, and/or CO by source for this request.
4. What resources are necessary to implement this request? N/A
5. List positions, pay grades, full/part-time status, benefits, terms of service.
N/A
6. Will staff be re-directed? If so, describe impact and show changes on org chart. No staffing changes will be required.
7. Detail any current one-time or ongoing OE or CO and any other future costs. This request would decrease the operating expense portion of the state allocation.
8. Describe method of calculation (RFI, market cost, etc.) and contingencies. N/A
9. Provide detail about the revenue assumptions supporting this request. There are no assumptions on revenue related to this request at this time.
10. Who is being served by this request and what is the impact if not funded? If not funded, the college would have additional operating expense capacity to support student learning.

IT Narrative (If applicable) N/A

1. How does this request conform with your agency's IT plan?
2. Is your IT plan approved by the Office of Information Tech. Services?
3. Does the request align with the state's IT plan standards?
4. Attach any supporting documents from ITS or the Idaho Tech. Authority.
5. What is the project timeline?

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 14

AGENCY: Division of Career Technical Education (503)

Approp Unit: EDEC

Decision Unit No: 12.01

Title: Technical College Operations

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	7				7
PERSONNEL COSTS					
1. Salaries	\$429,192				\$429,192
2. Benefits	\$174,401				\$174,401
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$603,593				\$603,593
OPERATING EXPENSES					
CTE program supplies	\$42,007				\$42,007
TOTAL OPERATING EXPENDITURES	\$42,007				\$42,007
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$645,600				\$645,600

Explain the request and provide justification for the need.

The general funds distributed to the six technical colleges for the purpose of postsecondary career technical education programs are appropriated through the Division of Career Technical Education. The technical colleges have seen a steady increase in interest from students within their regions as well as statewide creating capacity issues for existing programs and limiting growth in new programs. For many programs, due to limited capacity, many students have to be turned away or redirected to other programs or other institutions. As part of the state budgeting process, the Division asks the technical colleges to submit their top requests in priority order. This year the technical colleges all placed expansion of programs as their top priority. The request consists of the highest priority position/program identified by the technical colleges and two position that will be used as rapid response positions that the technical colleges can use on a limited bases to expand or start up new sections/programs that have been identified outside of the budget request timelines while they go through the process to request ongoing funding for the positions in out years. The FTE will then be recycled and available for use by another technical college.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-2202, Idaho Code and Section 33-2203, Idaho Code.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Goal 1: Educational system alignment - Ensure that all components of the educational system are integrated and coordinated to maximize opportunities for all students. Goal 2: Educational readiness - Provide a rigorous, uniform, and thorough education that empowers students to be lifelong learners and prepares all students to fully participate in their community, and postsecondary and workforce opportunities by assuring they are ready to learn at the next educational level. Goal 3 Educational attainment Idaho’s public colleges and universities will award enough degrees and certificates to meet the education and forecasted workforce needs of Idaho residents necessary to survive and thrive in the changing economy.

What is the anticipated measured outcome if this request is funded?

Funding of this request will lead to increased capacity within the technical college programs measured by: increased number of students enrolled in postsecondary CTE programs (headcount), increased number of technical college FTE enrollments, increased number of SkillStack® badges awarded (Postsecondary), and positive placement rate of postsecondary program completers.

Indicate existing base of PC, OE, and/or CO by source for this request.

FTP	PC	OE	TOTAL
509.14	\$49,286,800.00	\$5,200,300.00	\$54,487,100.00

What resources are necessary to implement this request?

No additional resources beyond additional staff and operating expenses.

List positions, pay grades, full/part-time status, benefits, terms of service.

All positions are non-classified faculty:

Instit.	Position/Description	FTE	Salary	Fringe	Total PC	Operating Expenses	Grand Total
CEI	Medical Assisting Instructor	1.00	\$55,000	\$24,600	\$79,600	\$7,000	\$86,600
CSI	Agriculture Instructor	1.00	\$51,000	\$22,500	\$73,500	\$9,000	\$82,500
CWI	Welding Faculty	1.00	\$60,008	\$22,233	\$82,241	\$7,500	\$89,741
ISU	Clinical Instructor, Culinary Arts	1.00	\$62,982	\$25,929	\$88,911	\$3,674	\$92,585
NIC	Welding Instructor	1.00	\$63,107	\$22,530	\$85,637	\$9,833	\$95,470
LCSC	Trades and Industry Faculty	1.00	\$54,995	\$24,533	\$79,528	\$5,000	\$84,528
System	Pooled Positions	1.00	\$82,100	\$32,075	\$114,175		\$114,267

Will staff be re-directed? If so, describe impact and show changes on org chart.

Staff will not be re-directed.

Detail any current one-time or ongoing OE or CO and any other future costs.

In FY25 the technical colleges receive \$5,200,300 in ongoing OE and no CO. There are no additional one-time funds appropriated to the technical college system in the current appropriation.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

NA

Provide detail about the revenue assumptions supporting this request.

None

Who is being served by this request and what is the impact if not funded?

Students wanting to enroll in our technical college programs and Idaho business that are looking for skilled employees coming out of our technical college system.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 15

AGENCY: Division of Career Technical Education (503)

Approp Unit: EDEA

Decision Unit No: 12.02

Title: IDCTE Business Engagement Manager

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1				1
PERSONNEL COSTS					
1. Salaries	\$79,000				\$79,000
2. Benefits	\$31,404				\$31,404
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$603,593				\$603,593
OPERATING EXPENSES					
Travel, supplies, etc.	\$15,000				\$15,000
TOTAL OPERATING EXPENDITURES	\$15,000				\$15,000
CAPITAL OUTLAY					
PC, Desk, Phone, ect.	\$3,000				\$3,000
TOTAL CAPITAL OUTLAY	\$3,000				\$3,000
T/B PAYMENTS					
GRAND TOTAL	\$142,704				\$142,704

Explain the request and provide justification for the need.

The Business Engagement Manager will be a key member of the Idaho Division of Career Technical Education team, responsible for establishing and maintaining strong relationships with businesses and industry partners in support of CTE programs statewide. This role will focus on promoting and expanding collaboration between business and education, ensuring that CTE offerings align with industry needs and provide students with valuable career pathways.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-2202, Idaho Code and Section 33-2203, Idaho Code.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Goal 1: Educational system alignment - Ensure that all components of the educational system are integrated and coordinated to maximize opportunities for all students. Goal 2: Educational readiness - Provide a rigorous, uniform, and thorough education that empowers students to be lifelong learners and prepares all students to fully participate in their community, and postsecondary and workforce opportunities by assuring they are ready to learn at the next educational level. Goal 3 Educational attainment Idaho’s public colleges and universities will award enough degrees and certificates to meet the education and forecasted workforce needs of Idaho residents necessary to survive and thrive in the changing economy. Goal 4: Workforce Readiness - The educational system will provide an individualized environment that facilitates the creation of practical and theoretical knowledge leading to college and career readiness.

What is the anticipated measured outcome if this request is funded?

Percent of secondary programs that have been reviewed and revalidated to meet current industry standards. Secondary program quality, performance and technical assistance visits. Percent of secondary concentrators who meet workforce readiness and CTE diploma requirements.

Indicate existing base of PC, OE, and/or CO by source for this request.

None

What resources are necessary to implement this request?

None

List positions, pay grades, full/part-time status, benefits, terms of service.

Position/Description		FTE	Salary	Fringe	Total PC
Business Engagement Mgr.	Non-Class	1.00	\$79,000	\$45,704	\$114,704

Will staff be re-directed? If so, describe impact and show changes on org chart.

Staff will not be re-directed.

Detail any current one-time or ongoing OE or CO and any other future costs.

\$15,000 ongoing operating costs will cover travel, supplies, and other general office costs. \$3,000, one-time CO will go toward computer, phone and office furniture.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

NA

Provide detail about the revenue assumptions supporting this request.

None

Who is being served by this request and what is the impact if not funded?

This position will directly serve smaller and more rural programs that do not have the local resourced to build connection with community business and industry partners. These partnerships are critical in providing student learning and internship opportunities to students and ultimate support student success.

BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024

ATTACHMENT 16

AGENCY: Division of Career Technical Education (503)

Approp Unit: EDEJ, EDEB, EDEC

Decision Unit No: 12.03

Title: Federal Spending Authority for Adult Education and Perkins V Programs.

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
Statewide administrative support such as added licenses (log-ins) for student use of CTE program area specific applications and technical skills assessments.			\$24,522		\$24,522
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS			\$2,223,420		\$2,223,420
GRAND TOTAL			\$2,247,942		\$2,247,942

Explain the request and provide justification for the need.

The Division of Career Technical Education is responsible for administering Idaho’s Perkins V program. In recent years congress has increased the funding available to states for this program while the divisions spending authority for federal funds has remained the same. Similarly, the Division also administers the Work Force Innovation and Opportunity Act, Adult Education and Family Literacy Act program, and like the Perkins V program, the current spending authority for these federal funds is lower than the Divisions annual award.

The majority of the funds for these programs is distributed as trustee and benefit payments to local education agencies, technical colleges, the Idaho Department of Corrections Adult Education program, and IBESDB. A small portion may be used toward administrative costs. The administrative costs are appropriated in our budget as federal spending authority under Personnel Costs an Operating Expenses.

This request is for additional spending federal funds spending authority in the amount of \$2,223,420 as Trustee and Benefit Payments (direct allocations to the programs) and \$24,521 as Operating Expenses to match the current federal funding award levels for these two programs.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-2201, Idaho Code and Section 33-2202, Idaho Code.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Goal 2: Educational readiness - Provide a rigorous, uniform, and thorough education that empowers students to be lifelong learners and prepares all students to fully participate in their community, and postsecondary and workforce opportunities by assuring they are ready to learn at the next educational level. Objective A: Adult Education Programs and Goal 4: Workforce Readiness - The educational system will provide an individualized environment that facilitates the creation of practical and theoretical knowledge leading to college and career readiness. Objective A: CTE concentrators demonstrating college and career readiness.

What is the anticipated measured outcome if this request is funded?

- Percent of participating students making a measurable skill gain, defined as documented academic, technical, occupational, or other forms of progress, toward a credential or employment
- improvements in basic skills necessary for employment, college, and training (i.e. - literacy, numeracy, English language, and workplace readiness)
- Percent of secondary concentrators who meet workforce readiness and CTE diploma requirements.

Indicate existing base of PC, OE, and/or CO by source for this request.

The Divisions ongoing FY 2025 Appropriation for federal funds for these two programs is:

Program	PC	OE	TB	Total
----------------	-----------	-----------	-----------	--------------

Perkins V	\$ 903,664.00	\$ 297,800.00	\$ 5,670,900.00	\$ 1,201,464.00
Adult Ed	\$ 105,636.00	\$ 69,800.00	\$2,862,000.00	\$ 3,037,436.00

What resources are necessary to implement this request?

No additional resources outside of the federal spending authority is necessary to implement this request.

List positions, pay grades, full/part-time status, benefits, terms of service.

NA

Will staff be re-directed? If so, describe impact and show changes on org chart.

No staff will be re-directed, there will be no changes to the organizational structure due to this request.

Detail any current one-time or ongoing OE or CO and any other future costs.

There are no capital funds available for this program. Current one-time funding for this program in addition to the ongoing funding identified above includes \$2,223,420.00 in federal spending authority for T/B payments, there is no other one-time funding available for these programs. The Adult Education program includes \$881,000 in general fund T/B that constitutes the match for this program.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

NA

Provide detail about the revenue assumptions supporting this request.

The program revenue is based on continued federal awarding for these programs, while the Adult Education program has seen some small fluctuations based on the state census data used for distributing the funds Idaho has seen an increase in the majority of the prior four years. The Perkins V funding has seen consisted congressional support over the prior four years and beyond. This request is based on current/new federal award notifications, requests will be made in out years based on the most recent years award notifications if the federal awards continue to grow.

Who is being served by this request and what is the impact if not funded?

The Perkins V programs support secondary students and programs in our school districts and charter schools (local education agencies) as well as postsecondary programs in our six technical colleges. These funds may be used to enhance or expand career technical education programs. The Adult Education program funds support adult basic education, adult literacy, and work force training programs in the six technical colleges and the Idaho Department of Corrections adult training and literacy programs. If the additional spending authority is not appropriated the current funding for these programs will be limited as the one-time funding is eliminated.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 17

AGENCY: Division of Career Technical Education (503)

Approp Unit: EDEJ

Decision Unit No: 12.04

Title: WIOA Adult Education General Fund T/B

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS	\$50,000				\$50,000
GRAND TOTAL	\$50,000				\$50,000

Explain the request and provide justification for the need.

The Division of Career Technical Education is responsible for the Work Force Innovation and Opportunity Act, Adult Education and Family Literacy Act program.

The majority of the funds for this program is distributed as trustee and benefit payments to local our technical colleges adult basic education, adult literacy, and workforce training programs as well as, the Idaho Department of Corrections Adult Education program.

This request is for an additional \$50,000 in general funds to go out to these programs as Trustee and Benefit payments. The adult education programs at the technical programs see limited funding resources outside of the federal funding available. These programs have shown consistent impact and improvement in adult student outcomes and are a critical pieces of the overall support provided to the technical colleges for adult work force training programs outside of the more traditional certificate and degree programs supported by the state at the technical colleges.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-2202, Idaho Code.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Goal 2: Educational readiness - Provide a rigorous, uniform, and thorough education that empowers students to be lifelong learners and prepares all students to fully participate in their community, and postsecondary and workforce opportunities by assuring they are ready to learn at the next educational level. Objective A: Adult Education Programs and Goal 4: Workforce Readiness - The educational system will provide an individualized environment that facilitates the creation of practical and theoretical knowledge leading to college and career readiness. Objective A: CTE concentrators demonstrating college and career readiness.

What is the anticipated measured outcome if this request is funded?

- Percent of participating students making a measurable skill gain, defined as documented academic, technical, occupational, or other forms of progress, toward a credential or employment
- improvements in basic skills necessary for employment, college, and training (i.e. - literacy, numeracy, English language, and workplace readiness)

Indicate existing base of PC, OE, and/or CO by source for this request.

The Divisions ongoing FY 2025 Appropriation for federal funds for these two programs is:

Program	PC	OE	TB	Total
Adult Ed (GF)			\$881,000	\$881,000
Adult Ed (Fed)	\$ 105,636.00	\$ 69,800.00	\$2,862,000.00	\$ 3,037,436.00

What resources are necessary to implement this request?

No additional resources outside of the general fund T/B payments is necessary to implement this request. Existing program resources are adequate for administering the program at the state level.

List positions, pay grades, full/part-time status, benefits, terms of service.

NA

Will staff be re-directed? If so, describe impact and show changes on org chart.

No staff will be re-directed, there will be no changes to the organizational structure due to this request.

Detail any current one-time or ongoing OE or CO and any other future costs.

There are no capital funds available for this program. Current one-time funding for this program in addition to the ongoing funding identified above includes \$2,223,420.00 in federal spending authority for T/B payments, there is no other one-time funding available for these programs. The Adult Education program appropriation currently includes \$881,000 in general fund T/B in addition to the federal spending authority noted above.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

NA

Provide detail about the revenue assumptions supporting this request.

The program revenue is based on continued federal awarding for these programs, while the Adult Education program has seen some small fluctuations based on the state census data used for distributing the funds to states, Idaho has seen an increase over the prior three years in the federal award amount.

Who is being served by this request and what is the impact if not funded?

The Adult Education program funds support adult basic education, adult literacy, and work force training programs in the six technical colleges and the Idaho Department of Corrections adult training and literacy programs. If the additional spending authority is not appropriated the current funding for these programs will be limited as the one-time funding is eliminated.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 18

AGENCY: University of Idaho
APP UNIT: Agricultural Research and
Extension Services

Agency No.: 514
Approp Unit.: EDHA

FY 2026 Request
Page 1 of 4 Pages
Original Submission X or
Revision No.

ACTIVITY:

Activity No.:

A: Decision Unit No: 12.01	Title: Faculty Positions			Priority Ranking	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS					
1. Salaries	120,000				120,000
2. Benefits	37,900				37,900
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$157,900				\$157,900
OPERATING EXPENDITURES by summary object:					
1. Travel, Supplies and Materials					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$157,900				\$157,900

Request Narrative

Description

Sustainability of Idaho Farms and Families

The Agricultural Research and Extension Service (ARES) in the College of Agricultural and Life Sciences (CALs) at the University of Idaho serves the citizens of Idaho in many ways and has enjoyed overwhelming resource support from Idaho’s legislature for many years. The most publicly visible activities relate to Idaho’s agricultural production, processing, and marketing. Idaho’s agricultural industry is supported by many agribusinesses that contribute inputs (e.g., chemicals, pharmaceuticals, fuel, financing, and equipment) and feeds an ever-growing food and beverage processing sector. In aggregate, our state’s agricultural economy is the largest sector of Idaho’s state economy and provides vital economic and social support to its citizens, families and communities.

CALS faculty and staff conduct cutting-edge research brought to Idaho's public through UI Extension programs to promote the environmental, economic and social sustainability of the many and varied commodities produced in Idaho. Important programs focus on promoting soil health, nurturing plants and animals, improving water use efficiency and quality, managing financial and production risks from plant and animal diseases, and addressing the impacts of changing environments and water availability on Idaho agriculture, the state's principal economic entity.

Yet changing regulatory environments affecting agricultural production and farm labor, uncertain domestic and international markets for agricultural inputs and outputs, increasingly variable weather conditions, loss of pollinators and increase in invasive species of plants, insect and animals are among the factors stressing Idaho's agricultural production, its profitability, and the well-being of families and communities dependent upon the agricultural industry.

CALS faculty and staff also conduct research, create tools and provide solutions to assist Idahoans to find a path toward healthy and thriving families and resilient communities. Yet growing populations throughout urban and rural communities in Idaho, rapidly changing demographics, increasing financial uncertainties, changing availability of food quantity and nutritional quality, and rapidly advancing home technologies are creating ever greater opportunities and stressors for Idaho's children, families and communities.

While CALS is committed to providing comprehensive expertise related to sustaining Idaho's farms, families and communities to meet the challenges described above, the college currently faces a serious dearth of faculty in these key areas of need -- as identified by stakeholders.

Therefore, CALS seeks to improve its ability to meet these future challenges through hiring highly integrated faculty and staff positions with expertise not currently present in CALS yet vital to help Idaho meet the need to create a more economically sustainable, regenerative agricultural sector that produces healthy and nutritious foods while sustaining Idaho's resilient families and rural economies.

Questions:

1. Explain the request and provide justification for the need.

Our goals are consistent with, and a critical component of, the goals of the larger umbrella Sustainability Initiative at U of I, which seeks to address a reorganization of life support systems that include food, consumerism, consumption, climate, energy, biodiversity, waste, transportation, and the built environment.

To meet CALS' goals, we propose the strategic hire of faculty and staff that will meet the challenges and opportunities described above, as thoughtfully informed by our stakeholders.

We request consideration for the hiring of 1 (one) faculty position and operating dollars to ensure we meet our mission of conducting research that matters, benefit Idahoans, and engage with community stakeholders to invigorate rural and urban communities.

Research/Extension Faculty and Staff (in order of priority)

Position 1: Viticulture Specialist

The request is for a 1.0 FTE Research Faculty – Extension Faculty located at the Idaho Center for Plant and Soil Health at the Research and Extension Center in Parma, Idaho within the Department of Plant Sciences.

The expanding table grape and wine grape industries will benefit from an Extension specialist focusing on production issues to improve sustainability, yield and quality of grapes and other small fruits. Over 2,100 tons of grapes were harvested in 2020, producing 315,000 gallons of wine. There are over 70 wineries throughout Idaho dotted over locations that range from 600 to 3,000 feet in elevation with a calculated \$260 dollars in return to every \$1 invested in the Idaho wine industry. While the first wineries in the Pacific Northwest were originally developed in Idaho, other regions have flourished with investments and support in research and extension provided by land-grant institutions. There is currently no such support within the U of I research and Extension system to support the burgeoning wine industry in southwestern Idaho.

2. If a supplemental, what emergency is being addressed?

This is not a supplemental request.

3. Specify the authority in statute or rule that supports this request. [NA if not supplemental]

NA

4. Please identify the performance measure, goal or priority this request is intended to improve in the strategic plan or performance measure report.

This request is aimed at improving the performance measures and goals in the ARES strategic plan. This position will contribute to several areas as outlined in the performance measure report. The goals, objectives, and measures from the strategic plan are referenced at the end of each performance measure:

Peer Reviewed and Professional Scientific Publications from University of Idaho Extension and research (Goal 2: Objective C: Measure I)

Number of Individuals/Families Benefiting from Outreach Programs (Goal 2: Objective A: Measure I)

Increase educational and research web traffic and views of U of I Extension Content (Goal 2: Objective D: Measure I)

Amount of grant funding received per year (Goal 1: Objective A, Measure I)

5. What is the anticipated measured outcome if this request is funded?

In addition to the measured research and Extension educational activity, the anticipated measured outcome will be strengthened table grapes, wine and small fruit industries in Idaho. This position will be critical in improving sustainability, yield and quality of grapes and other small fruits.

6. Indicate existing base of PC, OE, and/or CO by source for this request.

This request is for continued funding of the sustainable initiatives at the Idaho Center for Plant and Soil Health, located in Parma. These initiatives are tied to our recent capital projects and the larger Sustainability Initiative at U of I – areas that are critical to support Idaho’s vibrant agriculture industry.

7. What resources are necessary to implement this request?

This request requires salary and benefits for 1 fiscal-year faculty position, with one time start up needs and an increase in annual operating costs.

8. List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	FT or PT	Benefit Elig	Date of Hire	Term Service
Professor – Viticulture	\$120,000	FT 1.00 FTE	Yes	July 1, 2025	12-month, ongoing

9. Will staff be re-directed? If so, describe impact and show changes on org chart.

Faculty and staff will not be re-directed.

10. Detail any current one-time or ongoing OE or CO and any other future costs.

N/a

11. Describe method of calculation (RFI, market cost, etc.) and contingencies.

All costs are based on market data and costs for comparable positions, and current costs for operating and capital outlay. Personnel Costs are based upon the current University of Idaho market-based compensation system and market costs as compared to similar positions regionally and nationally. Operating Expense per FTE is based on current market costs of similar units within the ARES program. Capital Outlay utilizes the replacement cost method for current motor pool operations in the College of Agricultural and Life Sciences for like vehicles (full size, crew cab ½ ton pickups for similar field work).

12. Provide detail about the revenue assumptions supporting this request:

Competitive funding from Federal programs and industry grants may be possible to augment operation costs of these positions for engagement and special programs with local communities and government authorities.

13. Who is being served by this request and what is the impact if not funded?

This request is designed to serve the citizenry of the State of Idaho as it addresses key societal issues related to the economic and environmental sustainability of Idaho’s agriculture industry.

Agriculture is one of the biggest industries in Idaho providing a strong economic foundation for the state's success. In Idaho in 2019, agribusiness contributed over 17% of Idaho’s total economic output, 129,500 Idaho jobs or approximately 1 in every 8 jobs in the state and \$10.5 billion in value added or over 12.5% of total Idaho GSP.

If the funding is not provided, coordinated research and educational activity will be limited leading to a lack of objective, science-based answers to publicly important questions that would educate Idaho's families and aid Idaho's agricultural industry in adopting practices critical to the industry's sustainability for generations.

These new positions will ensure ARES continues to meet its mission of conducting research that matters, benefit families, and engaging with community stakeholders to deliver research-based knowledge and technology to sustain and invigorate Idaho's agricultural and forestry sectors as well as its rural and urban communities.

IT Narrative (If applicable)

NA

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 19

STATE BOARD OF EDUCATION

FY 2026 Budget Request

Colleges & Universities

Calculation of Occupancy Costs

1 Institution/Project	2 Projected Date of Occupancy	3 % of Use for Non-Aux. Education	4 Gross Sq Footage	5 Non-Aux. Sq Footage	(1) Custodial Costs				(3) Utility Estimate	(4) Maintenance Costs		(5) Other	Total Occ Cost	% qtrs used in FY26	Revised FY26
					(1) FTE	(2) Sal & Ben	Supplies	Total		Repl Value	Cost@1.5%				
6 AG RESEARCH & EXTENSION															
7 CAFE Research Dairy, Phase 1	February-25	100%	22,122	22,122	0.85	38,800	2,200	41,000	38,700	25,505,490	382,600	37,400	499,700	100%	499,700
8 49.75%					0.42	19,300	1,100	20,400	19,300		190,300	18,600	248,600	100%	248,600
9															
10 (1)	FTE for the first 13,000 gross square footage and in 13,000 GSF increments thereafter, .5 Custodial FTE will be provided.								(3)	Annual utility costs will be projected at \$1.75 per sq ft					
11 (2)	Salary for custodians will be 80% of Policy for pay grade "E" as prepared by the Division of Human Resources.								(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.					
12	Benefit rates as stated in the annual Budget Development Manual; workers comp rates reflect institution's rate for custodial category														
13	Salary	CU:	\$25,620.00	CC:	\$24,400.00										
14									(5)	Other:					
15										IT Maintenance	1.5000	GSF			
16										Security	0.2200	GSF			
17										General Safety	0.0900	GSF			
18										Research & Scientific Safety Costs	0.5000	GSF			
19										Total	2.3100				
20	Benefits									Too High - Used 1/3	0.7700	GSF			
21	FICA									Landscape Greenscape	0.0003	CRV			
22	SSDI salary to \$110,100		6.2000%	x salary						Insurance Costs	0.0005	CRV			
23	SSHI		1.4500%	x salary						Total	0.00080	CRV			
24	Unemployment Insurance		0.0000%	x salary											
25	Life Insurance		0.6710%	x salary											
26	Retirement: PERSI		11.9600%	x salary											
27	Workmans Comp			x salary											
28	Sick Leave		0.0000%	x salary											
29	Human Resources														
30			20.2810%	per position											
31	Health Insurance		\$14,300.00												
32	Supplies		0.10												

AGENCY: 514 – University of Idaho

**Approp Unit:
EDIB**

A: Decision Unit No: 12.01		Title Increase in Idaho WWAMI			Priority Ranking 1 of 1
		: Seats - 10			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.75				3.75
PERSONNEL COSTS:					
1. Salaries	\$252,500				252,500
2. Benefits	100,250				100,250
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$352,750				\$352,750
OPERATING EXPENDITURES by summary object:					
1. Travel	\$10,000				\$10,000
2. Operating expenses					
TOTAL OPERATING EXPENDITURES:	\$10,000				\$10,000
CAPITAL OUTLAY by summary object:					
1. Laboratory equipment, simulation	\$149,800				
TOTAL CAPITAL OUTLAY:	\$149,800				\$149,800
T/B PAYMENTS:					
LUMP SUM:	\$ 512,550				\$ 512,550

Description:

The Washington, Wyoming, Alaska, Montana, and Idaho (WWAMI) program at the University of Idaho is a 50-year partnership with the top ranked University of Washington School of Medicine. There are currently 40 Idaho students per cohort in the WWAMI program and 10 Idaho students per cohort in the University of Utah program. Each student must complete 4 years of medical school and 3-7 years of residency training. In 2023, House Bill No. 718 requires Idaho’s WWAMI students to sign a contract with the state, pledging to practice medicine in Idaho for at least four years after residency graduation. If they don’t return to Idaho, graduates are obligated to pay back the state money that subsidized their WWAMI education. <https://legislature.idaho.gov/wp-content/uploads/sessioninfo/2022/legislation/H0718.pdf>

Idaho ranks the lowest in the country for number of active physicians per capita: (https://store.aamc.org/downloadable/download/sample/sample_id/506/). The WWAMI partnership accounts for the greatest percentage of an Idaho physicians’ training. The rate of return for Idaho graduates practicing in Idaho has been reported to be 51% with

an overall percentage of 72% when students from other WWAMI states move to Idaho to practice after residency.

Idaho is currently facing a severe healthcare workforce crisis. Over the past two decades, the worsening physician shortages nationwide has justified the need to increase the number of physicians to care for the people of Idaho. Idaho's estimates per 100,000 population of physicians providing direct patient care are smaller than the national per 100,000 population supply for both primary care physicians and physicians of all specialties. Further, 41% of Idaho physicians were age 55 or older. In addition to an aging health care workforce, higher than projected population increases have exacerbated the need for more physicians. Idaho has been one of fastest growing states in the nation five years in a row. Between 2010 and 2020, Idaho's population grew by 16.5%, while the percentage of the population over the age of 65% grew from 15% (2015) to 16% (2021); during this six-year time span, the per capita number of physicians decreased. Healthcare challenges may also be greater in Idaho's rural counties, which have a higher percentage of physicians aged 55 and older and a significantly smaller physician workforce. Last year Idaho had a population increase of more than 1% as part of a increased net migration over the past several years. States are responding to the national physician shortages by adding new medical schools, increasing medical school enrollment, and creating new graduate medical education (GME) programs; specifically, efforts to train and prepare medical students in rural communities would be a valuable workforce development strategy for retaining students as future physicians in Idaho's rural communities.

“Because it can take up to a decade to properly educate and train a physician, we need to take action now to ensure we have enough physicians to meet the needs of tomorrow,” AMA President Gerald E. Harmon, MD, wrote in a recent Leadership Viewpoints column. “The health of our nation depends on it.” <https://www.ama-assn.org/practice-management/sustainability/doctor-shortages-are-here-and-they-ll-get-worse-if-we-don-t-act>

Thus, ***WWAMI seeks to improve its ability to meet the physician workforce shortages by increasing enrollment in Idaho's only publicly-supported medical school.*** In 2022 House Concurrent Resolution 38 encouraging the State Board of Education to request funding for 10 additional spots in WWAMI was passed with strong support (House 59-7-4, Senate 35-0-0).

Questions:

1. Explain the request and provide justification for the need.

The request is for 10 additional seats in Idaho WWAMI. Along with this student increase, we also request support for the increased personnel costs (e.g., clinical/basic science teaching facility), operating expenses (e.g., travel), and capital outlay. Funds will be used to provide faculty and staff salary and benefits, support student education and training, develop clinical placement sites, grow rural and

underserved training opportunities, and contribute to yearly operating expenses for the Huckabay Medical Education building and anatomy laboratory.

The expansion of the WWAMI Medical Education program at the University of Idaho includes an additional 2 seats each year beginning in Summer of 2025 thru 2029. The table below represents the build out requests.

Year	M1 Class	M2 Class	M3 Class	M4 Class	Total
2025	42	40	40	40	162
2026	44	42	40	40	166
2027	46	44	42	40	172
2028	48	46	44	42	180
2029	50	48	46	44	188
2030	50	50	48	46	194
2031	50	50	50	48	198
2032	50	50	50	50	200

This buildout will require additional faculty and support personnel to effectively deliver the program beginning in Summer of 2025. The requested support will facilitate student education, clinical training, and rural health workforce preparation for the increased class size, while also preparing students and physicians to meet the changing healthcare needs of the state.

The WWAMI curriculum introduces students to clinical learning early in the training process and involves 1:1 and small group mentoring of students by primary care physicians. In addition, this innovative curriculum has a clinical component that requires students to obtain onsite training in clinics and hospitals throughout the Idaho Panhandle. Further, immersive community medicine clinical experiences (i.e., the Rural Underserved Opportunities Program [RUOP]) are provided to WWAMI students. The RUOP experiences occur in rural communities across the state of Idaho, providing students with numerous training benefits: 1) early exposure to the rewards of practicing primary care medicine in rural and underserved communities; 2) opportunities to learn how community health care systems function; 3) mentored community focused research experiences that train future physicians to identify rural health challenges and generate practical solutions to inform care in community specific contexts; 4) professional networking opportunities; and 5) connections to rural communities where availabilities to practice may occur after graduation.

2. If a supplemental, what emergency is being addressed?

N/A

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

University of Idaho is the medical school for the State of Idaho and is the fiscal agent for the WWAMI program in Idaho. The 1995 contractual agreement (2016 amendment) between the University of Washington School of Medicine and the Idaho State Board of Education stipulates this relationship. The University of Idaho statute authority comes from the Idaho Constitution, Article IX section 10.

4. Please identify the performance measure, goal or priority this request is intended to improve in the strategic plan or performance measurement report.

The following goals will improve both the strategic plan and performance measurements by adding 10 more WWAMI seats.

INNOVATE:

The percentage of Idaho WWAMI students participating in medical research (laboratory and/or community health) will increase by 10 additional students. In addition, the number of rural summer training placements will also increase in Idaho each year.

ENGAGE:

The return rate for graduates practicing medicine will increase, as Idaho WWAMI medical students are required to return to Idaho after residency or be subjected to the payback agreement. Furthermore, the percentage of Idaho WWAMI graduates choosing primary care, psychiatry, general surgery and OB/GYN specialties for residency training will increase as well.

5. What is the anticipated measured outcome if this request is funded?

The anticipated measured outcome would increase each cohort of students by 10 per class, or an additional 40 students for all 4 years. Between the first and second year, these ten additional students would increase lab or community research by 10 per year, or 50 students participating in rural research throughout Idaho. By 2032, approximately 50 students would be entering residency, and completing their education. We also anticipate an increase in Idaho WWAMI graduates choosing primary care, psychiatry, general surgery, pediatrics, med-peds, and OB/GYN specialties for residency training each year. We anticipate a close to 75% return based on the new Payback requirements.

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

- The FY2025 state general fund appropriation for WWAMI is \$1,879,500, 13.72 FTE for personnel, \$447,800 for operating and \$5,191,100 for T/B (payment to UW) for a total of \$7,518,400.
- \$352,750 (including fringe benefits) to currently budgeted base funds which will allow the WWAMI Program to fill current gaps in personnel. In addition, \$10,000 for Travel, and \$149,800 for CO to meet the needs of the program, for a total of \$512,550.

7. What resources are necessary to implement this request?

This request is for \$362,750 in ongoing state general fund spending authority and \$149,800 in one-time state general fund spending authority for capital outlay.

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

Base Funding:

POSITION TITLE	PAY GRADE	FULL OR PART-TIME	BENEFIT ELIGIBLE	ANTICIPATED START DATE	TERMS OF SERVICE	SALARY
Clinical Placement Manager	Classified/Exempt	Fulltime	Yes	1-Jul-25	Permanent	\$50,000
Rural Outreach and Engagement Coordinator	Classified/Exempt	Fulltime	Yes	1-Jul-25	Permanent	\$50,000
Clinician Scientist	Faculty	Fulltime	Yes	1-Jul-25	Permanent	\$85,000
Research Faculty	Faculty	Fulltime	Yes	1-Jul-25	Permanent	\$85,000
Post Doc Fellow	Exempt	Fulltime	Yes	1-Jul-25	Temporary	\$60,000
Obstetrics & Gynecologist	Faculty	Part-time	No	1-Jul-25	Permanent	\$30,000
Clinical Faculty	Faculty	Part-time	No	1-Jul-25	Permanent	\$30,000
Admin. Assistant	Classified/Exempt	Fulltime	Yes	1-Jul-25	Permanent	\$45,000
IT Tech Support	Classified/Exempt	Part-time	Yes	1-Jul-25	Permanent	\$45,000
Director, Continuing Education	Classified/Exempt	Part-time	No	1-Jul-25	Permanent	\$25,000

Total						\$505,000
NOTE: 50% of the listed position costs will be covered using local WWAMI funds.						

- 1) Clinical Placement Manager (1): Necessary to build relationships with Idaho rural providers to understand unique challenges faced by clinicians in these communities and support the development of clinical training sites for medical students; develop student clinical placement sites for primary care and RUOP immersion experiences across the 2-year foundations phase; manage student placement with community physicians; coordinate outreach and partnerships with area hospitals/clinics; collaborate with North Idaho Area Health Education Coordinator to coordinate RUOP placements and conduct program assessment; coordinate with Associate Director of Medical Research and Idaho Office of Underserved and Rural Medical Research to identify community physician/preceptor development opportunities. (\$50,000, 1 FTE)

- 2) Rural Outreach and Engagement Coordinator (1): Necessary to promote awareness and interest of prospective and current medical students in rural outreach programs such as the Targeted Rural Underserved Track (TRUST), RUOP, and WWAMI Rural Integrated Training Experience (WRITE); support the coordination of travel, housing, and other logistical requirements for students completing rural clinical rotations; assist with the development and implementation of pipeline programs to encourage and support Idaho students (e.g., K-12, undergraduate) from rural or underserved demographics on a pathway to a career in medicine; support medical student engagement in service-learning projects and other elective educational and social programs for student morale, well-being, and retention; promote strategic partnerships to enhance collaboration of health professions training programs within the University and across Idaho. (\$50,000, 1 FTE)

- 3) Clinician Scientist with expertise in pulmonary medicine (1): Necessary to teach the clinical and biological aspects of pulmonary care and contraindications, correlating it with the basic sciences. (\$85,000, 1 FTE)

- 4) Research Faculty (1): Necessary to assist in coordinating academic aspects of the medical curriculum related to research methods and biostatistics coursework with increase class size; support adaptation of course material to develop rural medicine research projects relevant to Idaho; mentor new cohorts of students in rural medicine research projects; evaluate and report on outcomes of rural underserved medical student training programs (e.g., TRUST, RUOP); provide research design and data analysis support to WWAMI faculty and students. (\$85,000, 1 FTE)

- 5) Post-doctoral Fellow (1): Assist in the delivery of research methods and biostatistics coursework; small group student mentoring; support adaptation of course material to develop rural medicine research projects relevant to Idaho; assist student mentoring in rural medicine research projects and provide data analysis support; support evaluation and reporting of outcomes of rural underserved medical student training programs (e.g., TRUST, RUOP); support student educational research grant development; support NI-AHEC programming; provide research design and data analysis support to WWAMI faculty and students. (\$60,000, 1 FTE)

- 6) Obstetrics and Gynecology Faculty (1): Necessary to assist in coordinating the academic aspects of the medical curriculum related to obstetrics and gynecology. Adapt UWSOM curriculum for teaching in Idaho. Provide outstanding in person obstetrics education to Idaho students compliant with Idaho law related to provision of abortion. (\$30,000, .25 FTE)

- 7) Clinical Faculty (2): Necessary to provide a clinician mentor for two new cohorts of five students; teach students clinical skills; mentor students in hospital tutorials; provide longitudinal mentoring to students. (\$30,000, .25 FTE)

- 8) Director of Continuing Education (1): Necessary to assist with preceptor and community preceptor development program; coordinate health education programs with ECHO Idaho and NI-AHEC; support medical student participation in relevant continuing education programming; maintain external program accreditation to offer required continuing education credits to community physicians and preceptors; coordinate with Associate Director of Medical Research and Idaho Office of Underserved and Rural Medical Research on programmatic assessment and external accreditation requirements. (\$25,000, .25 FTE)

- 9) Administrative Assistant: Necessary to assist in the additional workload duties generated by the additional faculty and staff needs. (\$45,000, 1 FTE)

- 10) IT technical support officer: Monitor and maintain the WWAMI computer systems and coordinate the distant learning and testing opportunities through the UW School of Medicine. Technician will diagnose hardware and software faults and solve technical and applications problems working with UI ITS Onsite personnel. In addition, they will be responsible for working with the UW School of Medicine Technology Center in scheduling video conferences between all 5 WWAMI states. (\$45,000, .50 FTE)

9. Will staff be re-directed? If so, describe impact and show changes on org chart.

Faculty and staff will not be re-directed. Please see the organizational chart under supporting documentation.

10. Detail any current one-time or ongoing OE or CO and any other future costs.

This request is for ongoing salary and fringe support needed to enhance and supplement the teaching of our medical students.

11. Describe method of calculation (RFI, market cost, etc.) and contingencies.

PC: All costs are based on market data and costs for comparable positions as per the University of Idaho's Market-based Compensation model.

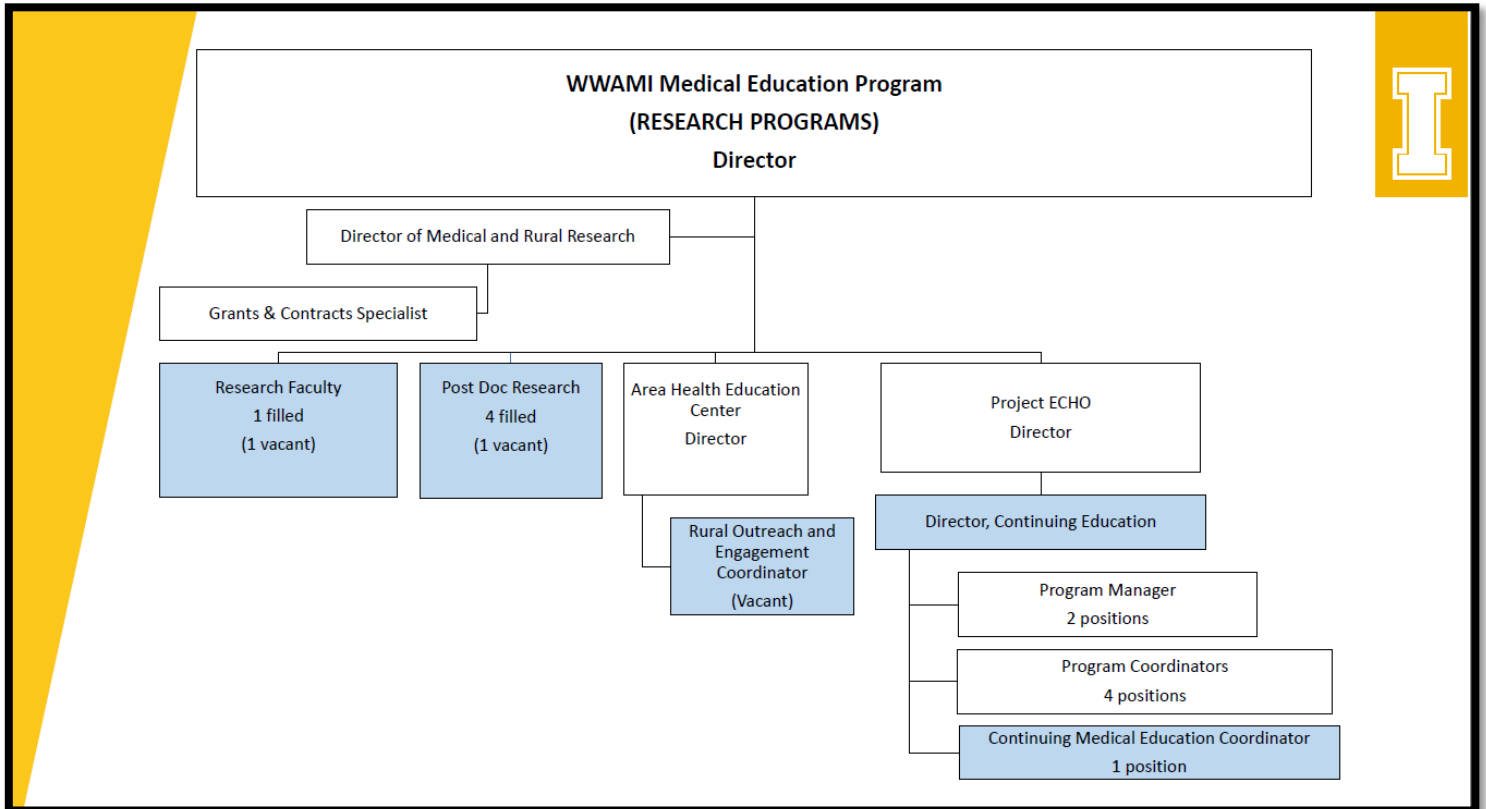
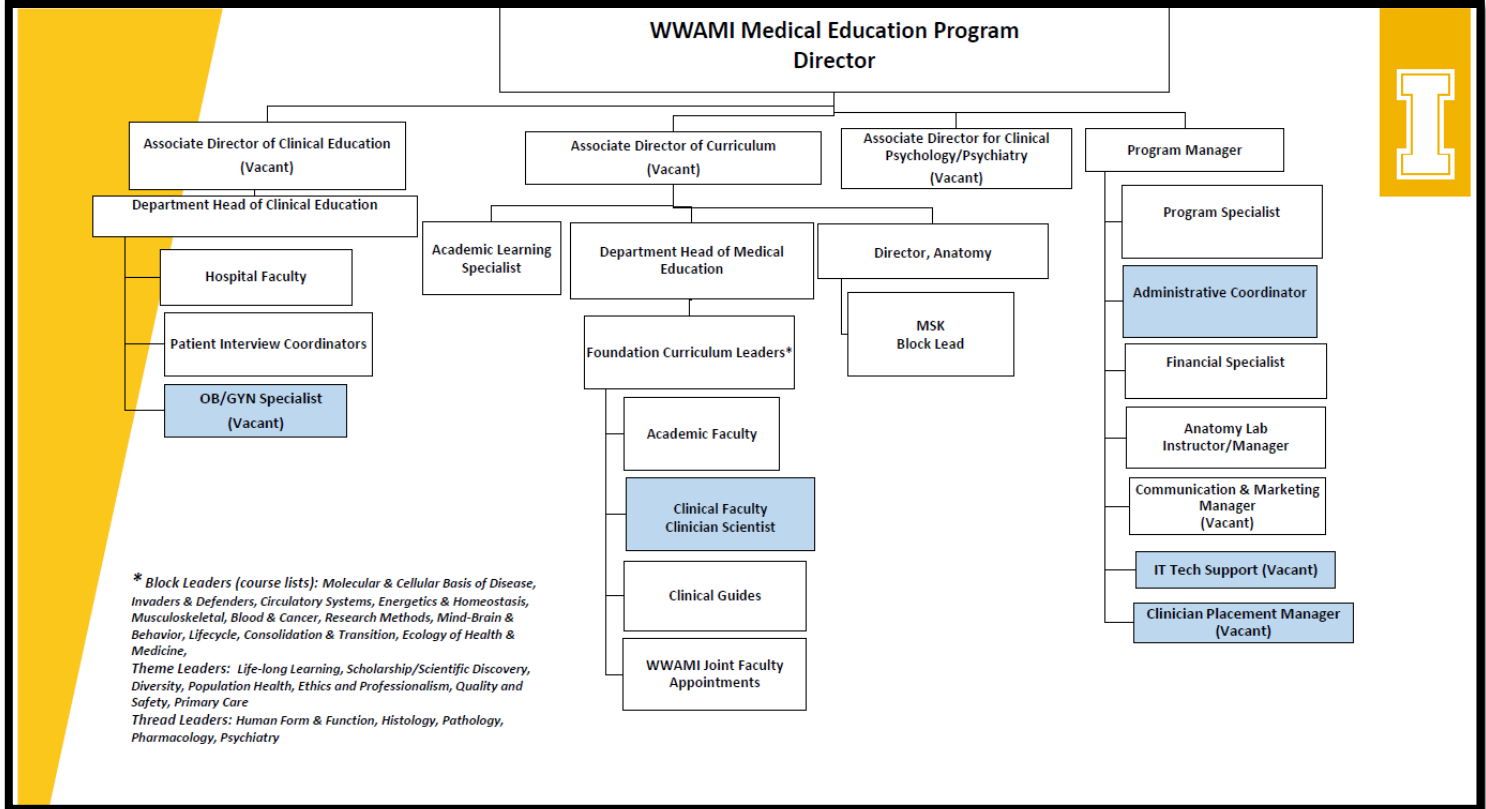
12. Provide detail about the revenue assumptions supporting this request.

N/A

13. 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 beneficiaries if this request is granted are the medical students, their future patients, and the communities by which these additional students and programs would interact in a collaborative partnership to train medical students to care of Idaho patients in Idaho's rural and underserved communities. Thus, the impact could encompass all of Idaho. The WWAMI medical education program is Idaho's state-supported medical school with the mission to train physicians to meet Idaho's healthcare needs. The Idaho WWAMI program has partnerships with hospitals and clinics throughout the state and sends WWAMI students to many rural communities with the goal of increasing interest in rural medicine and primary care and enhancing retention by providing medical students with connections to those communities. If this request is not funded, Idaho's ability to train highly competent future physicians will be limited. Without this additional line item and one-time capital outlay, the Idaho WWAMI program could see attrition of our highly sought-after faculty and staff, reduced ability to recruit talented medical students who have increased likelihood of practicing in Idaho, and a limited ability to deliver an outstanding in person medical education.

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



**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 20

Priority and Description	Type	FTE	Salary	Benefits	PC Total	Travel	Operating	CO	T/B	Total
Clinical Placement Manager	Exempt	1.00	50,000	24,100	74,100					74,100
Rural Outreach and Engagement Coordinator	Exempt	1.00	50,000	24,100	74,100					74,100
Clinician Scientist	Faculty	1.00	85,000	31,000	116,000					116,000
Research Faculty	Faculty	1.00	85,000	31,000	116,000					116,000
Post Doc Fellow	Exempt	1.00	60,000	26,000	86,000					86,000
Obstetrics & Gynecologist	Faculty	0.25	30,000	6,100	36,100					36,100
Part-time Faculty, non-benefit eligible	Faculty	0.25	30,000	6,100	36,100					36,100
Admin Assistant	Classified	1.00	45,000	23,600	68,600					68,600
IT Tech Support	Classified	0.50	45,000	16,500	61,500					61,500
Director, Continuing Education	Exempt	0.50	25,000	12,000	37,000					37,000
		7.50	\$ 505,000	\$ 200,500	\$ 705,500	\$ -	\$ -	\$ -	\$ -	\$ 705,500
TOTAL REQUEST		7.50	\$ 505,000	\$ 200,500	\$ 705,500	\$ -	\$ -	\$ -	\$ -	\$ 705,500
State		3.75	252,500	100,250	352,750	-	-	-	-	352,750
Local		3.75	252,500	100,250	352,750	-	-	-	-	352,750
Total		7.50	505,000	200,500	705,500	-	-	-	-	705,500

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 21

AGENCY: Idaho State University
FUNCTION: Idaho Dental Education
Program (IDEP)

Agency No.: 513

FY 2026 Request

Function No.: 05

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

ACTIVITY: Dentist Education

Activity No.:

Increase IDEP students from 8 to 9					
A: Decision Unit No: 12.01	Title: per year			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
1. Travel					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:	\$ 54,000				\$ 54,000
LUMP SUM:	0				0
GRAND TOTAL	\$ 54,000				\$ 54,000

Request Narrative

1. Explain the request and provide justification for the need.

The Idaho Dental Education Program (IDEP) is a contractual program between Idaho, Idaho State University, and Creighton University in Omaha Nebraska. The first-year students take classes at Idaho State University and the year 2, 3, and 4 students complete their education at Creighton University.

The program currently has 8 seats per year, for a total of 32 seats. This request is to increase the number of seats from 8 to 9 students per year.

2. If a supplemental, what emergency is being addressed?

This is not an emergency request. This would be a long-term adjustment to the size of the program.

3. Specify the authority in statute or rule that supports this request. [NA if not supplemental]

N/A

4. Indicate existing base of PC, OE, and/or CO by source for this request.

The funding increase for this change will only be T/B payments directly supporting the number of program seats. No additional funding is needed.

5. What resources are necessary to implement this request?

The funding increase for this request will only be T/B payments directly supporting the number of program seats. No additional funding is needed for personnel, operating, capital outlay, and program startup.

6. List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

7. Will staff be re-directed? If so, describe the impact and show changes on org chart.

This request will not alter staff in any way. The current level of staffing will appropriately take care of the addition of 1 student.

8. Detail any current one-time or ongoing OE or CO and any other future costs.

The only additional funding needed for this request is in T/B payments. This request, for FY 2026, adds one first year student to the program and is within the 3% funding cap.

Additional funding will be needed in FY 2027, 2028, and 2029 until each class in the 4-year program is expanded from 8 students to 9. The overall increase will take place over 4 years.

Adding one student to the program will add dedicated revenue to ISU, from their payment of tuition and fees (IDEP Program Fee). This is a benefit to both ISU and the students within the program.

9. Describe method of calculation (RFI, market cost, etc.) and contingencies.

The total T/B cost was divided by the total number of students within the program to calculate the T/B per program student. This figure was used to determine the funding needed for one additional first year student.

10. Provide detail about the revenue assumptions supporting this request.

N/A

11. Who is being served by this request and what is the impact if not funded?

The population of Idaho and Idaho residents who choose to become dentists both benefit from this request. First, the population of Idaho is served by graduates of the IDEP returning to Idaho as dentists. Historically 65-70% of IDEP graduates return to Idaho to practice dentistry. As the Idaho population is growing, there is an increased need for dentists to return to our state to appropriately care of this population. Idaho residents who are students within the IDEP have lower student debt at graduation than dental graduates from other programs, making it more feasible to return to Idaho as dentists.

Additionally, Idaho residents who want to become dentists benefit from the IDEP scholarship, making their tuition comparable to those from other states who have a state supported dental school. The IDEP scholarship is like in-state tuition for dental students in other states. With between 30 and 50 applicants yearly for the 8 available IDEP positions, there is significant demand to add 1 seat to the program.

If not funded, the shortage of dentists in Idaho would become more significant. Access to dental care in Idaho is more pronounced in the more rural areas. Newly graduated dentists with higher amounts of student loan debt cannot go to the more rural areas where access to care is limited. They go to areas with a higher population base so they can service their student loan debt effectively.

A high percentage of Idaho applicants applying to dental school will get accepted to programs outside of Idaho and end up in much greater amounts of debt (commonly twice as much) than those accepted to the IDEP. These dentists with large amounts of debt generally don't return to Idaho to practice after graduation because they must go to larger metropolitan areas where they can make more money to service their student loan debt. Increasing the number of IDEP seats will help some of these students obtain a high-quality dental education in a state supported way with less debt, enabling them to return to Idaho to serve our population.

IT Narrative (If applicable)

N/A

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 22

AGENCY: Health Programs
FUNCTION: University of Utah

Agency No.: 515
Function No.: 04

FY 2026 Request
Page ____ of __ Pages
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ACTIVITY:

Activity No.:

A: Decision Unit No: 12.01		Title: FY2026 Contract Inflation			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:					
1. PC and workstation					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$146,400				\$146,400
LUMP SUM:					
GRAND TOTAL	\$146,400				\$146,400

Request Narrative

The contract with the University of Utah includes contract inflation which has been appropriated by the Legislature each year. In FY 2026, the requests were limited to an increase of 3.0% of the FY 2025 ongoing general funds. The Graduate Medical Education requests for line items focused on expanding residences throughout Idaho, but the FY 2026 requests did not include contract inflation for the University of Utah contract.

The attached contract inflation worksheet shows how the inflation is calculated.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

REQUEST BY DECISION UNIT					
AGENCY: Office of the State Board of Education		Agency No.: 515		FY 2026 Request	
FUNCTION: HEALTH PROGRAMS		Function No.: 04		Page _1_ of _1_ Pages	
ACTIVITY: University of Utah		Activity No.:		Original Submission _X_ or Revision No. ___	
A: Decision Unit No: 10.23		Descriptive Title: Increase in Student Support Fees		Agency Priority Ranking of	
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 subobject:					
1.					
2.					
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by subobject:					
1.					
2.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	146,400				146,400
LUMP SUM:					
GRAND TOTAL	146,400				146,400
<p>1. The state of Idaho does not have a medical education program. Each year since 1976, Idaho has had a bilateral contract with the University of Utah School of Medicine to provide medical education opportunities for Idaho residents in a four-year program. Historically, the contract stated the annual support fee per Idaho resident student increased by the Consumer Price Index plus 20% for the two years preceding the academic year. Starting in FY 2013, the fee increases by an amount which is equal to the increase in the Higher Education Cost Adjustment (HECA) index. The index used shall be the published HECA index for the most recently available preceding academic year. Starting in FY 2020, the index used shall be the published CPI index for the most recently available year preceding academic year.</p> <p>This DU allows the state to continue to participate in the agreement.</p>					
<p>2. The program objective is to provide access to medical education to Idaho students. Idaho Code Section 33-107.</p>					
<p>3. Idaho – University of Utah Medical Program Costs for FY 2024 and FY 2025</p>					
	FY 2025			FY 2026	
10 – 4th year @ 55,900	559,000		10 10 -- 4th year @ 59,500	595,000	
10 – 3rd year @ 55,900	559,000		10 10 – 3rd year @ 59,500	595,000	
10 – 2nd year @ 55,900	559,000		10 10 – 2nd year @ 59,500	595,000	
10 – 1st year @ 55,900	559,000		10 10 – 1st year @ 59,500	595,000	
40 Students	\$2,236,000		40 Students	\$2,380,000	
Preceptor Fee	38,200		Preceptor Fee: prior year plus inflation	40,600	
Total Appropriation	\$2,274,200				\$2,420,600
Unrequested contract inflation				Prior Year	\$2,274,200
	\$2,274,200			Total Increase	\$146,400
	\$690,000	Psyche		12 Psych Residents	\$690,000
	\$2,964,200	Total Approp		Total UofU Funding	\$3,110,600
Index Used	Year	Support Fee	CPI	CPI Plus 20%	HECA
	FY 2008		0.001	0.0012	
	FY 2009		0.027	0.0324	
CPI	FY 2010	\$ 37,496	0.015	0.018	0.013582
CPI	FY 2011	\$ 37,541	0.03	0.036	0.0208
CPI	FY 2012	\$ 38,758	0.017	0.0204	0.0176
HECA	FY 2013	\$ 39,284	0.015	0.018	0.0174
HECA	FY 2014	\$ 40,100	0.008	0.0096	0.0194
HECA	FY 2015	\$ 40,800	0.007	0.0084	0.0163
HECA	FY 2016	\$ 41,500	0.021	0.0252	0.0178
HECA	FY 2017	\$ 42,300	0.021	0.0252	0.0354
HECA	FY 2018	\$ 43,000	0.019	0.0228	0.0208
HECA	FY 2019	\$ 43,800	0.023	0.0276	
HECA	FY 2020	\$ 45,400	0.014	0.0168	
HECA	FY 2021	\$ 46,300	0.07	0.084	
CPI	FY 2022	\$ 47,600	0.065		
CPI	FY 2023	\$ 48,400	0.064		
CPI	FY 2024	\$ 52,500			
CPI	FY 2025	\$ 55,900			
CPI	FY 2026	\$ 59,500			

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 23

AGENCY: Health Education Programs
FUNCTION: Graduate Medical
Education

Agency No.: 515

FY 2026 Request

Function No.: 04

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Original Submission X or
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ACTIVITY: Strategic Initiative

Activity No.:

A: Decision Unit No: 12.01		Title: Graduate Medical Education			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries	\$38,500				\$38,500
2. Benefits	32,100				32,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$70,600				\$70,600
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$423,500				\$423,500
LUMP SUM:					
GRAND TOTAL	\$494,100				\$494,100

Description:

- Idaho State University: Requesting two resident positions at \$35,300 each as outlined in the GME 10 Year Plan. This request considers the FY 2026 3% Budget Cap for the GME program. One new resident will be located in Pocatello and the other will be located in Rupert/Burley. This FY 2026 line item budget request will further assist towards accreditation with the Family Medicine Residency Program.
- Family Medicine Residencies: \$35,300 for a fellowships
- Boise Internal Medicine: \$35,300 for one new resident
- Eastern Idaho Regional Medical Center: \$141,200 for four new psychiatry residents at \$35,300 each
- Mountain States Institute of Graduate Medical Education and Research: \$211,700 for six new psychiatry residents at \$35,300 each
- Total FY 26 request: \$494,100

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 23

Attachment Three- FY 2026 Draft Budget Request with the Governor's 3% Budget Cap (July 2024)

Ten Year GME FY 2026 Budget Increase Request

Program	Current Funding per FTE	Existing Residents/Fellows (FY2025)		New Residents / Fellows (FY 2026)		Other		Total FY 2026 Requested Funding Increase
		FTEs		FTEs		FTEs		
Full Circle Health	\$ 42,000							
Boise Family Medicine		36					\$ -	
Caldwell FM Rural Training Track		11		1*	THCGME		-	
Magic Valley FM Rural Training Track		6			-		-	
Nampa Family Medicine		18						
Boise Pediatrics		8		4*	THCGME			
Fellowships (SM, HIV, GER, OB, RM, Pcp, Faculty Development)		6		1	35,285			35,285
Total		85		6/5*	THCGME			\$ 35,285
Idaho State University	\$ 42,000							
Pocatello Family Medicine		23		1	\$ 35,285		\$ -	\$ 35,285
Fellowships (HM, WM)		2			-		-	-
RTT Rexburg Resident		3						
RTP Rupert / Burley		3		1	35,285			35,285
Total		31		2	70,570		\$ -	\$ 70,570
Kootenai	\$ 42,000							
Coeur d'Alene Family Medicine		21					\$ -	
FM/Behavioral Health Fellowship		1*						
Rural Fellowship		1						
Total		23					\$ -	
Boise Internal Medicine	\$ 22,000							
Boise Internal Medicine		32		1	\$ 35,285			\$ 35,285
Preliminary Year Intern Program		4					-	-
IM Chief Resident		3						
Addiction Medicine Fellowship		2					-	-
Total		41		1	\$ 35,285		\$ -	\$ 35,285
Western Idaho Psychiatry	\$ 49,725							
Boise Core Program		16					\$ -	
Total		16					\$ -	\$ -
Eastern Idaho Regional Medical Center	\$ 50,000		(Already funded above \$45K)					
Internal Medicine		30						
Family Medicine		18						
Psychiatry		8		4	\$ 141,140			\$ 141,140
Total		56		4	\$ 141,140		\$ -	\$ 141,140
Eastern Idaho / ISU/Psychiatry	\$ 60,000		(Already funded above \$45K)					
UU/ISU Psychiatry		12					\$ -	\$ -
UU/ISU Child Psychiatry		-		0	\$ -			\$ -
Total		12		0	\$ -		\$ -	\$ -
MSIGMER / SA'S								
Internal Medicine								
Family Medicine - Nampa		-		6	\$ 211,710			\$ 211,710
Transitional Year		-						
Total		-						
Grand Total		264		19**	\$ 494,000			\$ 494,000

* Funded through Teaching Health Center - GME

* Approved positions but 0 filled

**19 New FTE's but only 14 need State funding (others with THCGME funding)

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 24

AGENCY: University of Idaho
APP UNIT: Forest Utilization Research
ACTIVITY:

Agency No.: 514
Approp Unit: EDJA
Activity No.:

FY 2026 Request
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FUR – Experimental Forest Training & Operations					
A: Decision Unit No: 12.01	Title: FUR – Experimental Forest Training & Operations			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	.14				.14
PERSONNEL COSTS:					
1. Salaries	14,500				14,500
2. Benefits	4,900				4,900
TOTAL PERSONNEL COSTS:	\$19,400				\$19,400
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. OE					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$19,400				\$19,400

Request Narrative

University of Idaho Experimental Forest Training & Operations

The University of Idaho Experimental Forest (UIEF) is home for basic and applied research on 10,300 acres of actively managed, productive forestland and special management areas with a long history of research in forest operations, silviculture, wildland and prescribed fire, wildlife management and remote sensing applications in forestry. For more than 90 years, the UIEF has provided a working classroom for university and K-12 students, private landowners, and agency personnel. The forest management units, special management areas, and outdoor classroom facilities enable research and provide field-based education through outreach workshops and field tours germane to the land-grant mission of the University of Idaho.

The UIEF is a working forest, actively managed by university students to provide long-term supply of local wood, clean water, recreational opportunities and wildlife habitat, along with serving core

research, teaching and demonstration mission while mitigating for fire risks. Student crews are trained in timber cruising and inventory, silviculture and operation management, fire preparedness and suppression, and recreation management. The student led crews provide essential services to UIEF while providing real world experience that lead them to become highly trained and sought after employees serving Idaho's \$2.8 billion forest industry. In the last two years the College of Natural Resources has purchased nearly \$2 million in modern mechanized logging equipment to better train students on modern forest operations and accelerate their ability to integrate into the forestry workforce. Professional student training and oversight on the operations of this equipment along with proper equipment maintenance is needed to ensure the investment serves its intended purposes. Requested funding will support 14% (equal to .14 FTE) of an existing UIEF staff member to contribute to student training in industrial forestry operations, support industrial forestry research, and to properly maintain equipment for long term use.

1. Explain the request and provide justification for the need.

The request is to provide .14 FTE funding support for a Workforce Development Program Manager (Manager) to oversee and administer a student workforce training program in conjunction with recent investments in industry forestry equipment. The Manager will guide student training and oversight, establish learning outcomes tied to industry standards for employees to address the growing deficit of qualified employees entering the forest industry workforce, and oversee industry outreach and training for private logging businesses and forest landowners using advanced technology, and training to meet contemporary forest industry workforce needs.

2. If a supplemental, what emergency is being addressed?

N/A

3. Specify the authority in statute or rule that supports this request.

The College of Natural Resources, Forest Utilization Research Program, University of Idaho is authorized under Idaho Statute Title 38 Forestry, Forest Products and Stumpage Districts, Chapter 7 Forest, Wildlife and Range Experiment Station.

4. Please identify the performance measure, goal or priority this request is intended to improve in the strategic plan or performance measurement report.

This request will address **Objective A. Promote an environment that increases faculty, student, and constituency engagement in disciplinary and interdisciplinary scholarship Performance Measure I. Number of CNR faculty, staff, students and constituency groups involved in FUR-related scholarship or capacity building activities.** This will be accomplished through dedicated personnel time to ensure student involvement in the elements of workforce development within their educational training to meet growing demands of the forest industry as well as direct engagement with forest industry professionals during student training.

5. What is the anticipated measured outcome if this request is funded?

Objective A. Performance Measure I. has been trending upward for the past four (4) years from 54 participants (FY20) to 70 participants (FY23). This funding will provide additional personnel resources to continue this trend with an expectation of adding 5-10% annual growth in participants from this single

action. Out-year planning would include continued monitoring of growth through the PMR process and with positive increasing trends warranting additional investment.

6. Indicate existing base of PC, OE, and/or CO by source for this request.

This is a request to increase base funding for annual maintenance for .14 FTE for the UIEF that supports the student-led training and operations program.

7. What resources are necessary to implement this request?

This request is for ongoing funding for .14 FTE.

8. List positions, pay grades, full/part-time status, benefits, terms of service.

(.14 FTE) from existing exempt staff workforce to supervise the student training and operations program.

9. Will staff be re-directed? If so, describe impact and show changes on org chart.

Yes, overall existing operations will be minimally impacted as functions are currently in place to support related functions in the Forest Utilization Research program. The current staffing will take on the additional responsibilities within the FUR program to support student training and workforce development specifically aligned with the student led crews and new mechanized equipment.

10. Detail any current one-time or ongoing OE or CO and any other future costs.

No one-time or ongoing OE or CO are being requested.

11. Describe method of calculation (RFI, market cost, etc.) and contingencies.

Personnel Costs are based upon the current University of Idaho market-based compensation system and market costs as compared to similar positions regionally and nationally. Contingency plans are to keep existing opportunities for students capped at current levels along with no changes to staffing assignments should no new monies be available.

12. Provide detail about the revenue assumptions supporting this request.

This position will better serve existing students while also allowing more students to participate in timber cruising, inventory and harvesting activities, which increases timber receipts to UIEF to reinvest into workforce training. Assigning current staff to lead the student crews along with overseeing the new mechanized equipment operated by students will increase focus on maintenance and care of equipment, extending the operable life of equipment (valued at \$2.0 million) reducing the need for replacement over an extended period of time. In addition, increasing training opportunities for students that are workforce entry ready for the forest industry will increase industry workforce size and capabilities, increasing revenue opportunities for both industry and state tax revenues.

13. Who is being served by this request and what is the impact if not funded?

Idaho forest industry, citizenry, as well as state and federal agencies, nongovernment organizations, and students seeking hands-on education and training in Idaho forests will benefit from this investment. Forestry and related forest industries as a function of state gross domestic product (GDP) is over a \$2.8 billion annually to the state of Idaho. Rural communities, their economies dependent on the forest industry, from logging, management, production and associated industries will continue to struggle with workforce recruitment without this investment. Failure to fund this initiative will add to the lack of highly trained forestry professionals that are immediately available to join the workforce quickly and efficiently.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 25

AGENCY: University of Idaho

Agency No: 514

FY 2026 Request

APP UNIT: Idaho Geological Research

Approp Unit: EDJB

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Original Submission X or
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ACTIVITY:

Activity No:

A: Decision Unit No: 12.01	Title: IGS Critical Needs			Priority Ranking: 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL-TIME POITIONS (FTP)	0.126				0.126
PERSONNEL COSTS					
1. Salaries	8,900				8,900
2. Benefits	3,700				3,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$12,600				\$12,600
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$12,600				\$12,600

Request Narrative

The legislative mandate of the Idaho Geological Survey (IGS) is to collect, interpret, and publicly distribute geologic data for the state of Idaho. IGS has been historically operating on minimal operational funding, typically in the order of a few thousand dollars from the state appropriation. This funding level is not adequate for the Survey’s mission, especially in the recent years when revived interest for critical minerals exploration has put enormous pressure on IGS, and it is impacting the ability

of the agency to conduct work focused on state priorities. IGS currently bridges the funding needs through grant and contract work, which creates available salary savings used for operational expenses but ties IGS to contractual obligations taking away from a statewide mandate. Only a few programs can land successful grant funding, and critical programs are left with minimal to no funding (e.g., Geologic Hazards, Economic Geology, Oil & Gas, Hydrogeology). IGS's operational presence in the state is currently dictated entirely by contract obligations and does not directly address societal, economic, and public safety priorities of the state of Idaho. Investment in personnel, instrumentation, and operational funds for IGS has the potential for high return as evidenced in many well-established economic assessments on benefits for basic geologic investigation¹.

- 1) The highest priority for IGS is to continue to build and secure a full FTP and dedicated funding for the **Database Manager position**. This position is only partially funded by state appropriation (0.19 FTE) and is currently supported largely on grant funds from Idaho Department of Lands (IDL) abandoned mines program and other sources. Current funding is projected to be terminated in the next year and leaves the faith of this position very uncertain. This position is critical to IGS, maintains and designs database structures to custom fit state needs, oversees technical staff, interacts with all scientists, and serves all programs. Moving the Database Manager on the state appropriation budget is a priority given the projected termination of extramural funding. It will also allow IGS to increase its competitiveness in grant applications with the ability to match salary to federal funding enabling new hires on soft money and maximizing the state investment with a return up to 200%. The position is also instrumental to the operation of the Survey's website which distributes all IGS products to stakeholders and the public. Termination of funding for this position would be catastrophic for IGS. Under the current restriction of a 3% increase for FY26 request, IGS is only able to propose a fraction of the needed full FTP (0.126 FTP) and is planning to integrate the remainder through extramural funding, while projecting to include similar requests in the future in order to bring the position to a full appointment.

1. Explain the request and provide justification for the need.

IGS is requesting a fraction of a new position and the associated increase in funding to:

- Guarantee the Survey's capabilities to develop, maintain, and service statewide databases, lead the data preservation effort, and support data management needs.

The request adds to a partial FTE funded in FY2025 at 0.19 FTP

2. If a supplemental, what emergency is being addressed?

This is not a supplemental request.

3. Specify the authority in statute or rule that supports this request.

¹ <https://www.sciencedirect.com/science/article/pii/S0301420714000804#s0065>

IGS was created under Idaho Statutes 47-201 to be the lead state agency for the collection, interpretation, and dissemination of geologic and mineral data for Idaho.

4. Please identify the performance measure, goal or priority this request is intended to improve in the strategic plan or performance measurement report.

The activities of the position object of this request fit directly into “Goal 1: Service and Outreach”, as identified in the IGS strategic plan. In particular, the request will improve the “Objective B: Deliver statewide geologic information and products via website” as the database manager is responsible for all operations related to IGS data delivery. The performance measures that will track any improvement can be identified by:

- I. Number of website viewers.
- II. Number of website products used or downloaded.

It is important to note that as this position is already existing, much effort is already dedicated to the objectives of the aforementioned “Goal 1”. One noticeable improvement, should IGS be successful in securing a full FTE from this position, will come from the ability to match state funds against external grants, allowing for substantial increase in productivity and data delivery.

5. What is the anticipated measured outcome if this request is funded?

Anticipated measured outcomes from this request will be:

- Increase in external funds as matched by the fraction of FTE for the Database Manager position.
- Increase in number of web products offered to the public via the IGS website.

One additional measurable outcome from this request will be the ability to include the Data Preservation Efforts into the IGS strategic plan, with identifiable and quantifiable performance measurements. Currently IGS is performing Data Preservation efforts through grant funded positions, and it is not possible nor sustainable to include these kind of “unfunded” efforts in the strategic plan. On the other hand, the Data Preservation is a flagship program of IGS, recognized internationally by industry and stakeholders for its economic benefits to the State of Idaho. Including the Data Preservation in the strategic plan would allow IGS to better its services to the State.

6. Indicate existing base of PC, OE, and/or CO by source for this request.

IGS currently has 12.47 FTP appropriated of which 11.3353 are allocated under the FY25 projection.

The request is for a portion (0.126) of an FTP, to supplement an existing partially funded position at 0.19 FTP. The remainder of the position (0.684) will be funded in FY26 through extramural funding and grants.

7. What resources are necessary to implement this request?

This request is for ongoing funding for 0.126 new FTP totaling \$12,440 in ongoing personnel costs.

8. List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	FT or PT	Benefit Elig	Date of Hire	Term Service
Database Manger	\$8,840	FT / 0.126 FTP	Yes	Position filled; FTP increase will be effective July 1, 2025 if funded	12-month

9. Will staff be re-directed? If so, describe impact and show changes on org chart.

Only administrative resources will be redirected to this effort. All other research resources are already fully committed to existing programs.

10. Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

11. Describe method of calculation (RFI, market cost, etc.) and contingencies.

All costs for FTP are based on market data and costs for comparable positions within similar state geological surveys.

12. Provide detail about the revenue assumptions supporting this request.

The current request directly benefits all stakeholders and the citizens of the state of Idaho, directly impact public safety, contributes to economic development of local communities, and supports and incentivizes industry presence and collaboration across the state.

IGS’s competitiveness in grant applications will be increased by the current request. IGS anticipates increases in federal and industry funding (as demonstrated by current successful grant awards) to be used in the service of Idaho’s constituents.

The request also supports IGS ability to interface with other state agencies, such as IDL, IDWR, OEMR, and DEQ.

We do not anticipate increases in revenue for IGS.

13. Who is being served by this request and what is the impact if not funded?

This request is designed to serve the constituents of the state of Idaho as it impacts IGS ability to design, maintain, expand, and preserve database and data collections which address key scientific,

economic, and public safety issues related to the stewardship of natural and mineral resources and the understanding and mitigation of natural hazards.

The IGS is charged by its legislative mandate to address geological investigations over the vast, complex state and to serve citizens and stakeholders in response to specific local, regional, and statewide needs. Data acquired through monitoring, instrumentation, and direct observation in the field and its interpretation and communication are in support of the economic vitality of industry and private citizens. The data will affect decisions regarding the security and safety of public infrastructure, including transportation corridors, and guarantee sustainable management practices for continued prosperity of the numerous state industries, including forestry, agriculture, water, and mineral resources.

As the lead state agency for geological data, IGS's collective knowledge provides critical information to numerous current and prospective companies that are attracted to Idaho's natural resources and can increase revenue for local communities and the state.

At a broader scale, the services that will be made available through the proposed request will serve the entirety of the state through increased basic scientific and applied knowledge with direct application to hazard mitigation, infrastructure resilience, and limiting losses associated with geologic disasters.

If funding is not provided, the ability of IGS to operate at capacity will be compromised with potential negative impacts and limitation to the IGS mandate and mission. The loss of funding for database management, coordination and dissemination would have lasting crippling effects on IGS' ability to provide objective, science-based data in support of the public interest.

AGENCY: Special Programs
 FUNCTION: Scholarships and Grants
 ACTIVITY: Rural Educator Incentive

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

FY 2026 Request
 Page ___ of ___ Pages
 Original Submission X or
 Revision No. ___

Rural Educator Incentive Program					
A: Decision Unit No: 12.01	Title: Year 4			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:	\$1,375,000				\$1,375,000
LUMP SUM:					
749,600	\$1,375,000				\$1,375,000

Request Narrative

1. Explain the request and provide justification for the need.

Senate Bill 1290 (FY 2023) established a rural educator incentive program for educators who work in high-need or rural school districts or charter schools. Unlike other programs that provide the same amount of funding or reimbursement over a fixed number of years, this program would provide a maximum amount of eligible funding that gradually increases for each year the educator stays in the high-need school district or charter school up to the maximum number of years of eligibility. The funds could be used for educator loan repayments, additional degrees, advanced degrees, or other educational costs.

2. If a supplemental, what emergency is being addressed? N/A

3. Specify the authority in statute or rule that supports this request.

Senate Bill 1290 (FY 2023)
Idaho Code Title 33, Chapter 65

4. Indicate existing base of PC, OE, and/or CO by source for this request.

FY 2023 \$ 750,000
FY 2024 \$1,250,400
FY 2025 \$ 749,600
Total \$2,750,000 ongoing Trustee/Benefit payments

5. What resources are necessary to implement this request?

The Fiscal Note of the Trailer Bill for Senate Bill 1290 (FY 2023) reads as follows:

Year 1: \$ 750,00 (500 teachers)
Year 2: \$1,250,375 (750 teachers)
Year 3: \$2,750,000 (1,000 teachers)
Year 4: \$4,125,000 (1,250 teachers)
Year 5: \$3,000,000 (1,000 teachers)

For the fourth year, we are requesting the increase from \$2,750,000 to \$4,125,000.

6. List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

7. Will staff be re-directed? If so, describe impact and show changes on org chart.

No.

8. Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

9. Describe method of calculation (RFI, market cost, etc.) and contingencies.

See accompanying worksheet.

10. Provide detail about the revenue assumptions supporting this request.

This budget request assumes a General Fund appropriation to support it.

11. Who is being served by this request and what is the impact if not funded?

Teachers and schools across the state are served by this request. If it is not funded, the current base appropriation will continue to be used to support the program at a more limited level.

IT Narrative (If applicable)

1. How does this request conform with your agency's IT plan?
2. Is your IT plan approved by the Office of Information Tech. Services?
3. Does the request align with the state's IT plan standards?
4. Attach any supporting documents from ITS or the Idaho Tech. Authority.
5. What is the project timeline?

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 27

AGENCY: Office of the State Board of Education

Approp Unit: EDJC

Decision Unit No: 12.02

Title: IT Software
Engineer III

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS					
1. Salaries	\$ 89,440				\$ 89,440
2. Benefits	\$ 32,565				\$ 32,565
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$ 122,005				\$ 122,005
OPERATING EXPENSES					
1. Office equipment & Technology	\$ 3,000				\$ 3,000
TOTAL OPERATING EXPENDITURES	\$ 3,000				\$ 3,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	\$ 0				\$ 0
T/B PAYMENTS	\$ 0				\$ 0
GRAND TOTAL	\$ 125,005				\$ 125,005

Explain the request and provide justification for the need.

The agency maintains a large portfolio of applications that serve various purposes. Over the years, several applications have been implemented to directly support students with various aspects of gaining access to postsecondary or vocational training, accessing funds for their education, planning for college and careers, and applying to postsecondary institutions.

While some applications were developed in-house, others were developed by contractors. Frequent requests over the years have added functionality. However, due to the existence of several different systems developed at various times by different entities, the user experience is not as streamlined nor efficient as it should be. Additionally, the systems are not integrated with each other in a modern manner.

Numerous requests from stakeholders for additional functionality and to improve the user experience have created a backlog of work that current staffing levels cannot address. These applications are essential to directly reach students and provide tools for counselors and other school staff to gain access to appropriate information to assist these students with preparing for their futures beyond high school. Additionally, functionality such as parent access is on hold due to constraints.

These applications are integral to the Board's mission and vision. These systems provide access to funding and financial opportunities, provide means to access Advanced Opportunities, provide school staff the resources to monitor and communicate to students their status related to FAFSA completion, college applications, and state financial aid applications allowing for one-on-one support for students. These applications require not only regular maintenance, but the ability to be responsive to annual program changes. They are in need of backend data restructuring, development of secure APIs to integrate the tools with other systems and applications, and in need of more automation and modern user interfaces to support enhancement of data accuracy/quality and security.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

This position would develop and maintain applications that support students and interact with the education data systems that support all K-12 and postsecondary education agencies and stakeholders as authorized in Title 33, Idaho Code, including but not limited to §33-101, §33-102A, §33-133.

Additionally, some of these applications may interact with and/or support other statutorily defined programs such as:

- Advanced Opportunities: Idaho Code §33-4601 - §33-4605
- Idaho Armed Forces / Public Safety Officer Dependent Scholarship: Idaho Code §33-4302
- Idaho Opportunity Scholarship: Idaho Code §33-4303 / IDAPA Section 08.01.13
- Idaho Launch Grant Program: Idaho Code 72-1204 – 72-1206

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This request would fund a position that would improve applications and access for students and supporting staff that directly the Board’s strategic plan. Primarily, this request would positively impact the following goal and performance measure:

GOAL 2: EDUCATIONAL ACCESS - Increase access to Idaho’s robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.

Performance Measure: Percent of high school graduates who enroll in an Idaho public postsecondary institution in the fall immediately following graduation. Benchmark: 60% or more

What is the anticipated measured outcome if this request is funded?

If this request is funded, it is anticipated that work can commence on required updates to public-facing student focused applications. Addressing the backlog of reported issues and feature enhancements while working to streamline and consolidate the user experience will result in increased user (student) satisfaction with the applications that are used by so many students for access to funding, planning for college and careers, and applying to post-secondary education. Over time, additional features such as parent access may be able to be added and further improve service.

Additionally, improvements to Counselor Suite Idaho will provide greater access and capability to secondary staff supporting each individual student in their grade 12 cohort through transition touchpoints like FAFSA as well as with college and financial aid applications to help students enroll and matriculate into Idaho’s post-secondary education and training.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A – This request is for new funding for a position and supporting OE.

What resources are necessary to implement this request?

General funds for PC and OE to support the position.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
IT Software Engineer III	\$ 89,440	M	1.0 (FT)	Yes	Permanent/Year Long

Will staff be re-directed? If so, describe impact and show changes on org chart.

No agency staff will be redirected from their current responsibilities. This new position would become the lead developer on a portfolio of projects that require additional development support beyond current staff capacity.

Detail any current one-time or ongoing OE or CO and any other future costs.

This request is for an ongoing, permanent FTP (salary and benefits). The request includes some OE to support the position. Of the OE costs requested, \$2,000 is for one-time costs to equip the position. The remaining \$1,000 of OE is ongoing to cover ongoing software licensing and cloud resource access.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculations were determined by reviewing existing similar positions within the agency as well as those located within other agencies who perform similar work. This requested salary at time of hire is estimated at the average salary for incumbents with the same job title.

Provide detail about the revenue assumptions supporting this request.

This position will focus on supporting the agency's public-facing applications that are directly accessed by students or used by external staff to directly support student efforts for advancement such as Advanced Opportunities, Apply Idaho, and Counselor Suite Idaho. Many of these student-centered systems are focused on providing access to post-secondary education and training programs that prepare them to enter the workforce and contribute to the economic growth of the State of Idaho.

Who is being served by this request and what is the impact if not funded?

This request would provide a developer to improve existing applications and processes aimed at assisting students to advance their education and move on to postsecondary education. These specific applications are used by up to 150,000 students annually and by over 80 institutions and training partners as well as staff from approximately 300 schools. These applications serve students in Idaho public schools as well as homeschooled and private schooled students who choose to participate.

Without this position, Idaho will continue to have applications that are not cohesive nor streamlined for students and counselors to use. Many of these applications were developed by contractors over the years and need to be integrated and standardized to provide a better and more efficient user experience, as well as to provide automated processes to interface with partner systems. Additionally, without the addition of this position, many of the desired future enhancements such as potential parent access will not be able to be developed.

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 28

AGENCY: Office of the State Board of Education

FUNCTION: OSBE Administration

ACTIVITY: Creating North Branch of the Idaho Museum of Natural History at UI

Agency No.: 513

Function No.:

3000

Activity No.:

FY 2026 Request

Page ___ of ___ Pages

Original Submission X or

Revision No. ___

A: Decision Unit No: 12.01		Title: IMNH North Branch at U of I		Priority Ranking 1 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	3.00				3.00
PERSONNEL COSTS: (ongoing)					
1. Assistant Curator	\$93,400				\$93,400
2. Education Curator	54,600				54,600
3. Associate Director	106,900				106,900
	254,900				254,900
2. Benefits (UI Staff rate at 40.1%)	102,200				102,200
TOTAL PERSONNEL COSTS:	\$357,100				\$357,100
OPERATING EXPENDITURES by summary object:					
1. Travel (ongoing)	\$3,500				\$3,500
2. Materials & Supplies (ongoing)	9,900				9,900
TOTAL OPERATING EXPENDITURES:	\$13,400				\$13,400
CAPITAL OUTLAY by summary object:					
1. Capital Outlay (OT)	\$14,800				\$14,800
TOTAL CAPITAL OUTLAY:	\$14,800				\$14,800
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$385,300				\$385,300

Request Narrative

1. Explain the request and provide justification for the need.

The Idaho Museum of Natural History (IMNH) in Pocatello, ID engages over 8,600 visitors each year with 1.5 million objects in collections. The goal of the museum is to create unforgettable educational experiences through the exploration and preservation of

Idaho’s natural history. This addition will promote the State’s land grant mission, inspire curiosity for Idaho’s natural history, and increase access of northern Idaho K-12 youth and the surrounding community in science.

Current outreach efforts across the state are a challenge, especially considering the 600-mile distance from southern Idaho to the northern panhandle. Our state museum is funded by appropriations through Special Programs; the Museum requests three full time positions, capital outlay, and operating expenditures to expand our campus to include a North Branch in Moscow, ID to serve the Museum’s mission (Idaho Code 33-3012). The goals of this proposal are to increase: 1) preservation of world-class state collections, 2) Idaho based STEM education in northern Idaho, 3) connections to the mining industry for job pathways, 4) economic efficiency of being on the University of Idaho campus by leveraging existing infrastructure, and 5) the nucleus for tourism and economy growth in the northern part of the state.

2. If a supplemental, what emergency is being addressed?

NA

3. Specify the authority in statute or rule that supports this request.

Idaho Code 33-3012.

4. Indicate existing base of PC, OE, and/or CO by source for this request.

FY25 Budget for Idaho Museum of Natural History

Personnel Cost	Operating Expenditures	Capital Outlay	TOTAL
\$723,900	\$24,800	\$0	\$748,700

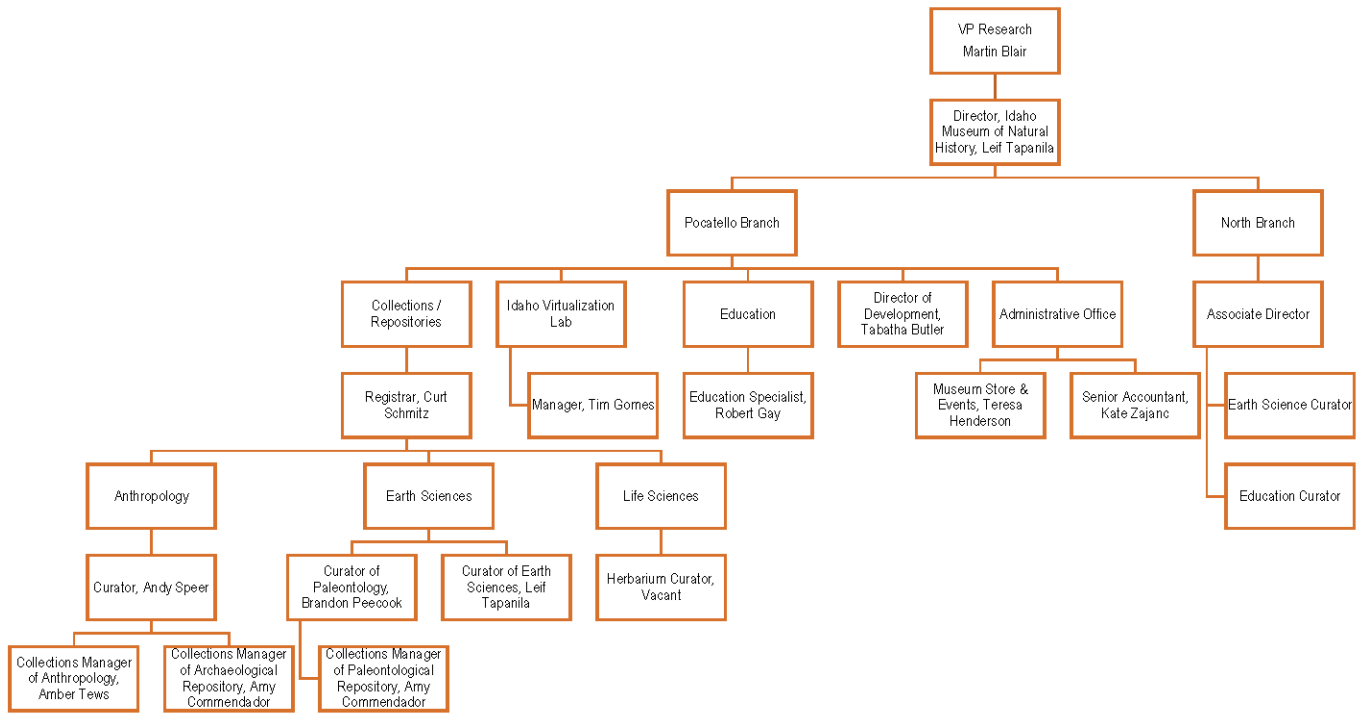
5. What resources are necessary to implement this request?

The Idaho Natural History Museum plans to work in partnership with the University of Idaho (Moscow, ID), similarly to how it partners with Idaho State University (Pocatello, ID). Idaho State University provides the museum with space required for collections and displays. The University of Idaho Earth and Spatial Sciences Department has agreed to dedicate 4,908 square feet of space to the proposed North Idaho Branch of the Idaho Natural History Museum. See below for specific buildings/spaces on the University of Idaho campus.

Room	Use	Square feet
McClure 207	Community Gallery	272
McClure 303A	Office	134
McClure 307D	Office	134

Mines 114 (incl A and B)	Prep/Receiving/Collections	529
Mines 223	Collections	222
Mines 204 (incl A)	Lab/Collections/Gallery	710
Mines 206	Collections	75
Mines 207 (incl A)	Collections	367
Mines 2nd floor gallery	Gallery	1,835
Mines 225	Education and Outreach	225
Mines 221	Prep/Outreach	405
Total square feet		4,908

The Idaho Natural History Museum Director will oversee the new staff at the North Idaho Branch. Please see organizational chart below:



List positions, pay grades, full/part-time status, benefits, terms of service.

Three full-time ongoing positions are being requested to manage the North Idaho Branch. These positions will be renewed annually.

Position 1 Associate Director: This full-time position will be the administrator of the North Idaho Branch (50%) oversee and curate paleontology collections (25%) and will perform education and outreach duties (25%). See below for position duties.

Position 2 Earth Science Curator: This full-time position will maintain equipment and facilities (30%), oversee and curate minerals and mining collections (30%), and perform education and outreach duties (40%). The education and outreach component will better connect the mining industry with students of all ages. They will act as a liaison between mining professionals and career-technical educational paths in the industry. See below for more specific position duties.

Position 3 Education Curator: This full-time position will manage and implement education programs both at the University of Idaho campus and outreach activities offsite. Job responsibilities will be to deliver engaging activities and events for K-12 schools, the community, and locally at the university (60%), create and assemble new interactive components of museum displays (20%), and perform educational research and grant writing (20%). See below for more specific position duties.

%	Associate Director	%	Earth Science Curator
50	Administration and management	30	Maintaining/Assembling Equipment and Displays
	Administrative and management duties pertinent to the North Idaho Branch		Maintaining and assembling equipment and displays as needed in the North Idaho Branch
	Leader and spokesperson for engaging the community with the museum	30	Minerals and Mining Collections Management and Research
25	Paleontology Collections Management and Research		Developing State of Idaho mineral catalog, including REE, critical minerals, and display collections from each mine
	Curation, organization, and digitization of paleontology collections		Organizing, cataloging, and digitizing mineral and mining collections
	Grant writing, field work, and producing publications on collections		Grant writing, field work, producing publications, and facilitating visiting scientists
	Facilitating visiting research scholars to work in collections	40	Outreach and Education
25	Outreach and Education		Facilitating partnerships with mining industry for sponsorships and networking support
	Public lectures for museum engagement		Aid in the creation of K-12 pathways to career-technical jobs in Idaho
	Behind-the-scenes collection tours		Helping to organize summer workshops and field trips for students and community
	Leading summer workshops in the field and at the University of Idaho		Facilitating partnerships with mining industry for sponsorships and networking support
	Engaging the community with field trips/talks and other activities		Organizing displays to educate and engage students on rocks and minerals

%	Education Curator
60	On-site and Offsite Outreach and Education
	Organizing displays to educate and engage students in earth sciences
	Organizing North Branch Museum site visits and other university events
	Providing K-12 and community demonstrations and workshops
	Helping to organize summer workshops and field trips for students and community
	Engaging the community with field trips/talks and other activities
	Interactive outreach to other community events as they are available
20	Education Research
	Grant writing and producing publications regarding educational component of museum business
	Providing statistical analysis of effectiveness of museum educational efforts
20	Interactive Display Creation and Design
	Creating and developing new interactive components of museum displays that can also be used off-site

6. Will staff be re-directed? If so, describe impact and show changes on org chart.

No staff will be re-directed in the creation of the North Branch. The Idaho Museum of Natural History Director will oversee the new employees hired to the North Branch. Existing staff at the Pocatello Branch will collaborate with new staff at the North Branch.

7. Detail any current one-time or ongoing OE or CO and any other future costs.

Included with this request are both one-time and ongoing OE and CO. Part of this request is for an ongoing increase to the Operating Expenditure budget and personnel costs to serve the needs of the new North Branch. The other part of this request is for one-time capital outlay for the new branch.

Two annual trips are planned for a staff member from one Branch to travel to the other Branch (return travel between Pocatello and Moscow). The database licensing will be at

a reduced cost and will be an addition onto the preexisting license that the Pocatello Branch uses. If funded, this request would increase the museum FTE by 1/3.

Personnel costs (ongoing)

Salary for 3 FTE	\$254,900	
Fringe for 3 FTE	\$102,200	
		\$357,100

In-state travel (ongoing)

Roundtrip miles (1272 miles x \$.66/mile x 2 trips)	\$1,700	
Hotel (\$90 x 13 nights)	\$1,200	
Per diem (\$45/day x 14 days)	\$600	
		\$3,500

Materials and Supplies (ongoing)

Office supplies	\$1,100	
Shipping	\$1,800	
Database software license	\$2,000	
Facilities and machinery repair	\$5,000	\$9,900

TOTAL ongoing request **\$370,500** Ongoing

Capital outlay (one-time)

Desks (3)	\$1,800
Chairs (4)	\$1,000
Computers (3)	\$4,500
Printer	\$500
Signage	\$2,500
Shelving (3)	\$4,500

TOTAL one-time request **\$14,800** One-Time

TOTAL request (ongoing and one-time combined)

TOTAL request **\$385,300**

8. Describe method of calculation (RFI, market cost, etc.) and contingencies.

See table below for comparison analysis of salaries of similar positions to directors and curators in Idaho. These will be 12-month positions and fringe has been calculated at staff rates at 40.1%. The average salary was applied to each of the proposed positions.

Position	Institution	FY Salary	
ASST PROF/ASST CUR VERT PALEON	IDAHO STATE UNIV	\$75,181.00	Assistant Curator
HYDROGEOLOGIST	UNIVERSITY OF IDAHO	\$78,083.20	

REGULAR FACULTY/ASST PROF	UNIVERSITY OF IDAHO	\$109,491.20	
REGULAR FACULTY/ASST PROF	UNIVERSITY OF IDAHO	\$105,580.00	
REGULAR FACULTY/ASST PROF	UNIVERSITY OF IDAHO	\$98,155.20	
INBRE PROGRAM SUPERVISOR	UNIVERSITY OF IDAHO	\$91,041.00	
HERBARIUM CURATOR	IDAHO STATE UNIV	\$96,000.00	
		\$93,361.66	
UI EDUCATIONAL SPECIALIST - TRIO-INSPIRE	UNIVERSITY OF IDAHO	\$51,542.40	Education Curator
COMMUNITY OUTREACH COORDINATOR	UNIVERSITY OF IDAHO	\$49,462.40	
STUDENT SERVICES COORDINATOR	UNIVERSITY OF IDAHO	\$52,499.20	
LEADERSHIP COORDIN. - MCCALL FIELD CAMPUS	UNIVERSITY OF IDAHO	\$60,985.60	
EDUCATION COORDINATOR - COLLEGE OF HEALTH	IDAHO STATE UNIV	\$59,485.00	
MUSEUM EDUCATION SPECIALIST	IDAHO STATE UNIV	\$56,103.00	
DIRECTOR OF MARKETING/COLLECTIONS	IDAHO STATE UNIV	\$51,794.00	
		\$54,553.09	
ASSOC PROFESSOR/CURATOR	IDAHO STATE UNIV	\$99,666.00	Associate Director
IDAHO SPACE GRANT ASSOCIATE DIRECTOR	UNIVERSITY OF IDAHO	\$89,065.60	
CDAR ASSOCIATE DIRECTOR AND ASSIST PROF	UNIVERSITY OF IDAHO	\$112,257.60	
INSTITUTIONAL RESEARCH ASSOC. DIRECTOR	IDAHO STATE UNIV	\$124,554.00	
EISU ASSOCIATE DIRECTOR	IDAHO STATE UNIV	\$102,123.00	
REGULAR FACULTY/UG RESEARCH DIRECTOR	UNIVERSITY OF IDAHO	\$121,264.00	
DIRECTOR (INTERMOUNT. FORESTY COOP, CNR)	UNIVERSITY OF IDAHO	\$95,368.00	
PROGRAM DIRECTOR (UI EXP FOREST)	UNIVERSITY OF IDAHO	\$97,406.40	
DIRECTOR DEVELOPMENT	UNIVERSITY OF IDAHO	\$100,380.80	
DISTRICT DIRECTOR (UI EXTENSION)	UNIVERSITY OF IDAHO	\$115,336.00	
DIRECTOR/STATE GEOLOGIST, IGS	UNIVERSITY OF IDAHO	\$118,060.80	
		\$106,862.02	

The estimates for the OE budget *do not* include educational programs, public events, and research expenses, which will be funded by user fees, external grants, sponsorships, and donations.

9. Provide detail about the revenue assumptions supporting this request.

Education programming activities at North Branch will be funded through service fees, sponsorships, and other grants. In addition, donations will be received through the UI foundation by way of the Earth and Spatial Sciences Department at the University of Idaho.

10. Who is being served by this request and what is the impact if not funded?

The Idaho Museum of Natural History serves the citizenry of Idaho by inspiring appreciation and curiosity for Idaho’s natural history through its exploration and preservation. This proposal greatly expands the IMNH’s capacity to deliver statewide service by leveraging the University of Idaho’s excellent heritage collections, local expertise, student body, and community partnerships. If this request is not funded,

northern Idaho will continue to have limited educational resources regarding Idaho's natural heritage, and its irreplaceable artifacts will remain unprotected. Students of all ages and northern Idaho's residents will be impacted by this request. This request encompasses five powerful reasons for expansion of the IMNH:

1. Preservation of world class state collections

Idaho's natural history collections at the University of Idaho need protection. The primary mission of the IMNH is to preserve the natural heritage collections in the state. This proposed North Branch of the IMNH will protect the world class collections at the University of Idaho, that include over 16,000 plant fossils, 63,000 fossil invertebrates and 10,000 mineralogy samples associated with old and current mining sites across Idaho. The development of the North Branch of the IMNH ensures that these important collections will remain accessible for future generations. The museum will connect mineral exhibits collected throughout the state with UI's Digital Archives and serve as a focal point to educate Idahoans about our mining legacy and future directions of the industry in the state.

2. Idaho based STEM education in northern Idaho

The IMNH does not currently have an outreach post in northern Idaho. This limits the potential for engaging STEM education for students of all ages in this part of the state. The new North Branch IMNH staff will have access to spectacular outdoor field sites to enhance educational opportunities.

For example, the Clarkia Fossil Beds of northern Idaho are world renowned for their spectacular fossils. Between exceptional preservation and accessibility, researchers and educators from around the world visit this fossil site. This fossil site and others are not being utilized to their full potential. The North Branch is essential for increasing the visibility and usability of education that sites like these provide. Fossils are a gateway outreach tool that helps to engage young kids in the sciences.

The University of Idaho currently has a rotating museum display from the Idaho Natural History Museum, which displays sharks through geologic time. This display is already being used to educate young kids; over 30 different K-12 school groups have interacted with the display from northern Idaho just this year in the first 3 months of 2024. We want to increase efforts like these to engage students of all ages in STEM.

3. Connections to the mining industry for career-technical job pathways

Idaho is at the forefront of the mining industry. With increased demand for domestic sources of critical minerals, including rare earth elements, Idaho's mining industry is ramping up because the state is one of the few places that contains such minerals in the world. One of the positions for this is for a minerals curator/mining specialist to better connect STEM education and outreach of the IMNH to the criticality of these resources. Many students in Idaho seek to obtain career-technical degrees and the University of Idaho's new Sustainable Mining degree can be directly connected to well paying, in-demand jobs within the state.

In addition, the universities are continuing to build collaborations and long-lasting relationships with Idaho's mining companies and this new position will aid in this outreach.

4. Economic efficiency of being on the University of Idaho campus:

The branch will be located within space shared by the Department of Earth and Spatial Sciences at the University of Idaho and consist of a walk-through gallery, an activity space, and several working research and collection rooms. The proposed location at the University of Idaho offers infrastructure, connections, and collections already in place. The level of impact far exceeds the cost of creating this North Branch; the main Pocatello Branch will share resources and displays for the North Branch.

This proposed North Branch leverages state funding; with the addition of just two employees, another large sector of the state will be impacted. The North Branch will easily extend outreach to K-12 students in northern Idaho. Currently, the main museum branch in Pocatello has 8.2 FTE. By expanding the outreach locations, the museum will then have two main locations in the State of Idaho, with only the addition of 3 FTE.

5. Building a nucleus for future museum and tourism

The North Branch of the Idaho Museum of Natural History will increase access to science by creating unforgettable educational experiences for Idahoans of all ages. The branch will work with northern Idaho schools and the surrounding communities to expand hands-on experiences and provide pathways for science-based careers. The closest natural history museum in Idaho to Moscow, ID is 300 miles to the south in Caldwell (Museum of Western Idaho), and the Main Branch of the Pocatello IMNH is 550 miles away. Additionally, since Moscow is in the Idaho panhandle, the closest museum in nearby Washington State (Burke Museum of Natural History) is 300 miles and Moscow is 450 miles from the closest natural history museum in Montana (Museum of the Rockies). The northern part of the state and this part of the country is missing this educational resource. The IMNH in Pocatello, ID is a nucleus for tourism and, by increasing its outreach to the north, we anticipate the same result in Moscow, ID. This branch builds on the state-wide mission of the museum by serving all of Idaho and will be a nexus for international researchers to learn more about the past to apply it to the future.

The main branch generates profit, creates jobs, contributes to taxes, and provides educational experiences that are unique and rare. According to the American Alliance of Museums, Idaho is in the top ten for the contribution the state's museums to Idaho's economy. This proposed North Branch will be a tourist attraction and will also contribute to the state's economy.

IT Narrative (If applicable): N/A

AGENCY: Office of the State Board of Education
FUNCTION: OSBE Administration
ACTIVITY: Mobile Museum Education

Agency No.: 513
 Function No.: 3000
 Activity No.:

FY 2026 Request
 Page ___ of ___ Pages
 Original Submission or
 Revision No. ___

A: Decision Unit No: 12.02		Title: Mobile Museum Education			Priority Ranking 2 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.00
PERSONNEL COSTS:					
1. Salary (12-month term)	\$54,500				\$54,500
2. Benefits (ISU rate at 39%)	21,300				21,300
TOTAL PERSONNEL COSTS:	\$75,800				\$75,800
OPERATING EXPENDITURES by summary object:					
1. Travel (ongoing)	\$22,000				\$22,000
2. Materials & Supplies (ongoing)	5,000				5,000
TOTAL OPERATING EXPENDITURES:	\$27,000				\$27,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:	\$0				\$0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$102,800				\$102,800

Request Narrative

1. Explain the request and provide justification for the need.

Geography is the greatest barrier to providing educational opportunities, especially to rural Idaho. As a State agency, the IMNH serves all of Idaho, but our reach from Pocatello (orange-shaded counties) limits our capacity to serve a growing need.

The Mobile Museum Concept can meet this need by bringing our quality education programming to the students where they live. Travel education programs

are very successful for other State Museums. For example, the Natural History Museum of Utah's *Museum on the Move* is a State-funded program that delivers 4th Grade education to every school district across Utah at least every 3 years. Following a similar model of success, Idaho could provide impactful education to the State by investing in the Mobile Museum concept at IMNH. Changing educational themes might include Exploring Idaho's State Dinosaur; How Idaho's Phosphorus Feeds the World; or Ice Age Idaho. The programing will be set to State learning standards and bring real natural history objects to students.

2. If a supplemental, what emergency is being addressed?

NA

3. Specify the authority in statute or rule that supports this request.

Idaho Code 33-3012.

4. Indicate existing base of PC, OE, and/or CO by source for this request.

FY25 Budget for Idaho Museum of Natural History

Personnel Cost	Operating Expenditures	Capital Outlay	TOTAL
\$723,900	\$24,800	\$0	\$748,700

5. What resources are necessary to implement this request?

The Idaho Natural History Museum recently received grant support to purchase a Mobile Museum van and two years of part-time educator funding. This proposal seeks to secure sustainable funding for our Mobile Museum educator and travel expenses to service Idahoans across the state.

The traveling program requires sustained funding for a vehicle, an educator and travel costs. To reach school and library districts across the state on a 3-year interval we anticipate focusing on different regions of Idaho not currently served by us.

List positions, pay grades, full/part-time status, benefits, terms of service.

Mobile Educator position: 12-month, full time

Salary	Benefits	TOTAL
\$54,500	\$21,300	\$75,800

This position will travel to schools and community locations across Idaho to deliver impactful and relevant natural history education. The Mobile Educator will serve Idaho

communities with interactive displays created by the Idaho Museum of Natural History and designed to be hands-on and give all Idahoans a chance to experience and understand the importance of our shared natural history.

6. Will staff be re-directed? If so, describe impact and show changes on org chart.

No staff will be re-directed. The Education Curator at IMNH will oversee activities and schedule of the new Mobile Educator position.

7. Detail any current one-time or ongoing OE or CO and any other future costs.

This request includes OE for annual travel expenses and vehicle maintenance. In FY24 alone, IMNH traveled nearly 3,000 miles to deliver programming across the state without a dedicated museum education vehicle, up 150% from FY23. With a dedicated Mobile Museum, we expect our mileage-to-programs to at least double to 6000 miles annually. We anticipate a utilization rate of 80% (42 weeks / year) with associated travel costs of approximately \$22,000 (per diem, hotels, federal mileage rate). Sustainability of the program requires \$5,000 annual in vehicle and travel equipment maintenance.

8. Describe method of calculation (RFI, market cost, etc.) and contingencies.

See table below for comparison analysis of salaries of similar positions to educators in Idaho. This will be 12-month position and fringe has been calculated at staff rates for ISU employees at 39%. The average salary to the proposed position.

UI EDUCATIONAL SPECIALIST - TRIO-INSPIRE	UNIVERSITY OF IDAHO	\$51,542.40	Mobile Educator
COMMUNITY OUTREACH COORDINATOR	UNIVERSITY OF IDAHO	\$49,462.40	
STUDENT SERVICES COORDINATOR	UNIVERSITY OF IDAHO	\$52,499.20	
LEADERSHIP COORDIN. - MCCALL FIELD CAMPUS	UNIVERSITY OF IDAHO	\$60,985.60	
EDUCATION COORDINATOR - COLLEGE OF HEALTH	IDAHO STATE UNIVERSITY	\$59,485.00	
MUSEUM EDUCATION SPECIALIST	IDAHO STATE UNIVERSITY	\$56,103.00	
DIRECTOR OF MARKETING/COLLECTIONS	IDAHO STATE UNIVERSITY	\$51,794.00	
		\$54,500	

9. Provide detail about the revenue assumptions supporting this request.

The estimates for the OE budget *do not* include direct educational program expenses, which will be funded by user fees, external grants, sponsorships, and donations. The Mobile Museum will be available for reservation by schools and community groups, in addition to the IMNH-directed travel and programming. Groups requesting the IMNH Mobile Museum will pay a reservation and travel fee to help support ongoing and future

programming. This fee structure will be based on the Idaho Department of Education region system, and the fee will reflect the distance traveled from the IMNH.

10. Who is being served by this request and what is the impact if not funded?

Museum education is growing to meet demand. In the past year, the Idaho Museum of Natural History successfully delivered educational programs to over 10,000 children, primarily in southeast Idaho. Our efforts include on-site education programming, tours, summer camps, and major annual events (*Science Trek* and *Fall Fossil Fest*), combined with regional partnerships with 41 diverse entities that provide service to schools, communities, nonprofits, and homeschooling groups across SE Idaho. Creating accessibility for learning, we are proud to report that in 2023, >90% of our programming was offered at a participant cost under \$5, and *70% of programming was entirely free* to learners, ensuring taxpayers are able to receive services without incurring additional costs.

The Mobile Museum Educator proposal provides sustainable access to quality education for rural Idahoans by expanding both the frequency and geographic reach of Museum education beyond southeast Idaho. Grant funding for the current part-time Mobile Educator ends in spring of 2027. If the program is not funded, rural communities across Idaho will have less access to grant and taxpayer-funded natural history education resources from the IMNH. Capital assets (travel van) acquired through philanthropic funding will have limited use without sustained OE for maintenance.

IT Narrative (If applicable)

NA

BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 21, 2024

ATTACHMENT 30

Agency: Special Programs

Agency No. 516

FY 2026 Request

Function: Small Business Development Center

Function No. 05

Decision Unit No: 12.01

Title: Business Development

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries - part-time, non-benefited (0.5 FTP) Rural Business Consultant in Southwest Idaho	\$ 21,975.00				\$ 21,975.00
2. Benefits - variable fringe	\$ 4,506.00				\$ 4,506.00
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$ 26,481.00				\$ 26,481.00
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$ 26,481.00				\$ 26,481.00

Agency: Special Programs

Agency No. 516

FY 2026 Request

Function: Small Business Development Center

Function No. 05

Decision Unit No: 12.01

Title: Business Development

1. Explain the request and provide justification for the need.

This request for a **part-time Rural Business Consultant** in the rural Southwest Idaho aligns with our stakeholders:

- Governor Little's initiatives for economic development in rural areas of Idaho.
- The State Board of Education's objectives for innovation and economic development, and the increase of access to education for all Idahoans regardless of socioeconomic status, age, or geographic location.
- Boise State University's core theme of community commitment.
- Boise State University, College of Business and Economics' mission to create societal impact that supports the economic health and vibrancy of communities.
- The host college and university goals for outreach to communities and support of economic development.

Description

The Idaho Small Business Development Center (SBDC) has been providing no-cost consulting and coaching to Idaho's small businesses and entrepreneurs since 1986 through a network of six Service Centers hosted by Idaho's colleges and universities that serve all 44 counties in the state. The Idaho APEX Accelerators is co-located with the SBDC and has also been assisting businesses with government procurement since 1986.

Demand for the Idaho SBDC's professional consultants has increased by 90% over 2019 and is up 26% over 2022. This significant and sustained increase in demand requires our network to expand to meet this need, particularly in rural areas of Idaho.

The Idaho SBDC has a proven track record of utilizing state and federal funds to deliver solid results for Idaho's economy. (Table 1 below) We have optimized our regional offices across the state and have the opportunity to focus on rural Idaho, which needs additional resources to effectively reach Idaho's rural areas. The targeted area for this request is fast-growing rural Southwest Idaho.

Table 1			
Idaho SBDC Statewide Impact Data	2021	2022	2023
Jobs Created	736	787	925
Clients Served	2,066	1,949	2,410
Business Starts	95	92	122
Sales Growth	\$56M	\$72M	\$107M
Capital Raised	\$53M	\$48M	\$64M
Training Hours	7,226	8,841	5,735
Consulting Hours	24,197	19,038	19,004

Agency: Special Programs

Agency No. 516

FY 2026 Request

Function: Small Business Development Center

Function No. 05

Decision Unit No: 12.01

Title: Business Development

Idaho SBDC Rural Impact

Rural clients comprise about a quarter of the Idaho SBDC clients. The consulting hours dedicated to rural clients create impact for rural Idaho. (Table 2 below). While these metrics are encouraging, there is need and opportunity for improvement.

Even with its strong track record of performance, the Idaho SBDC has not been able to significantly increase these measures under the current resources. To effectively reach rural business owners with one-on-one consulting and high-quality training, the SBDC needs to expand its presence and awareness in rural Idaho.

This request focuses on placing a part-time business consultant in rural Southwest Idaho. It is part of an ongoing initiative to significantly increase the availability of business consultants and services to rural parts of Idaho.

Table 2 Historical Data for Idaho SBDC Rural Client Impact			
	2021	2022	2023
Rural Clients as a percentage of total clients served statewide	24%	23%	23%
Rural Percentage of Total Impact in Idaho			
<i>Business Starts</i>	25%	23%	31%
<i>Capital Raised</i>	25%	44%	37%
<i>Jobs Created</i>	19%	20%	15%
<i>Sales Growth</i>	21%	22%	14%

2. If a supplemental, what emergency is being addressed?

Not applicable to this request

3. Specify the authority in statute or rule that supports this request.

- a. The SBDC Program is sponsored and partially funded by the U.S. Small Business Administration (SBA). The SBDC Program is governed by Section 21 of the Small Business Act, 15 U.S.C. §648, and Federal regulations, 13 CFR Part 130.
- b. SBDCs, under Section 21 of the Small Business Act, are required to provide counseling and training to small businesses. SBDCs are required to provide on a non-fee basis, one-on-one confidential counseling/consultation.

- i. **Specific areas listed in the SBDC Statutorily Required Services that support this request:**

- 1. **5.1.4.3 - Rural Assistance -**

Agency: Special Programs

Agency No. 516

FY 2026 Request

Function: Small Business Development Center

Function No. 05

Decision Unit No: 12.01

Title: Business Development

- a. Assisting small businesses in **rural areas** in an effort to increase their participation in exporting, government procurement, tourism, access to credit, incubators, innovation and technology and other small business programs, in cooperation with the U.S. Department of Commerce, the U.S. Department of Agriculture and other relevant Federal Agencies; and
- b. The SBDCs may develop marketing and production strategies that will enable the **rural businesses** to better compete in the domestic market, provide technical assistance needed by **rural small businesses**, make available managerial assistance to **rural small business** concerns, and provide information and assistance in obtaining financing for business startups and expansion.

2. 5.1.5.3 - Emerging Markets

- a. Provide outreach and service delivery to entrepreneurs of all demographics, backgrounds and locations, inclusive of urban and **rural populations**, new immigrant populations and members of Reserve Components of the U.S. Military and National Guard and their spouses.

4. Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

The first-year priority for this request is to increase **Consulting Hours** in rural Southwest Idaho. as reported in the performance measurement report (PMR). Increased consulting hours, in turn, will increase PMR goals 1. Capital raised by clients 2. Client sales growth, and 3. Jobs created by clients.

The primary objective for the first year of this initiative is to expand the availability of consulting hours in rural Southwest Idaho, as outlined in the performance measurement report. By augmenting consulting hours, we aim to achieve the specific goals outlined in the performance measurement report.

1. Capital Raised by Clients: providing more consulting support will help clients secure additional funding for their ventures.
2. Client Sales Growth: enhanced consulting services will equip clients with strategies to drive sales growth.
3. Jobs Created: expanding consulting hours will assist clients in growing their businesses, leading to the creation of new job opportunities.

5. What is the anticipated measured outcome if this request is funded?

This request's initial anticipated measured outcome is to increase the number of rural consulting hours dedicated to rural Southwest Idaho by 600 hours annually. For each hour of rural consulting, there is an opportunity for increased rural impact for new business starts, new jobs, sales growth, and capital infusion.

The Idaho SBDC has a robust onboarding process for new business consultants. As business consultants gain experience, their consulting hours generate greater impact per consulting hour.

Agency: Special Programs

Agency No. 516

FY 2026 Request

Function: Small Business Development Center

Function No. 05

Decision Unit No: 12.01

Title: Business Development

6. Indicate existing base of PC, OE, and/or CO by source for this request.

There is no existing base for this specific request for rural Southwest Idaho.

7. What resources are necessary to implement this request?

This request will provide the resources necessary to place a part-time Rural Business Consultant in rural Southwest Idaho.

8. List positions, pay grades, full/part-time status, benefits, terms of service.

One part-time Rural Business Consultant (.5 FTP), non-benefited.
\$21,975 salary with \$4,506 fringe.

9. Will staff be re-directed? If so, describe impact and show changes on org chart.

No.

10. Detail any current one-time or ongoing OE or CO and any other future costs.

There are no ongoing OE or CO to support this ongoing PC request of \$26,481 for a SBDC Rural Business Consultant in Southwest Idaho.

11. Describe method of calculation (RFI, market cost, etc.) and contingencies.

This request is based on a market rate calculation for business consultants.

12. Provide detail about the revenue assumptions supporting this request.

Every dollar invested into the SBDC provides a sizable return to the state of Idaho in tax revenue based on new jobs created in the state. Additionally, each State dollar invested into the SBDC network can be leveraged to increase Federal grants that support the economic development of Idaho. In 2023, the SBDC created a **17:1** return on investment for Idaho State funds put into the network. We expect this return ratio to continue upon this increase in base funding.

13. Who is being served by this request and what is the impact if not funded?

The request is designed to serve rural small businesses in Southwest Idaho.

If this request is not funded, the Idaho SBDC will continue serving businesses in the rural parts of the state in a limited capacity. However, without additional funding, we expect to deliver a fraction of the impact to small businesses that is possible in rural communities, thus not realizing the potential for increased growth of Idaho's small businesses.

AGENCY: Special Programs

Agency No.: 516

FY 2026 Request

FUNCTION: TechHelp

Function No.: 08

Page ___ of ___ Pages

ACTIVITY:

Activity No.:

Original Submission ___ or

Revision No. ___

A: Decision Unit No: 12.01		Title: Center Director			Priority Ranking of 1 o 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	.1		.49		.5
PERSONNEL COSTS:					
1. Salaries	\$10,318		\$52,182		\$62,500
2. Benefits	\$2,993		\$15,133		\$18,126
TOTAL PERSONNEL COSTS:	\$13,311		\$67,315		\$80,626
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. Operating					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$13,311		\$67,315		\$80,626

Request Narrative

1. Explain the request and provide justification for the need.

This funding request is to support a small portion of a key staff position providing leadership in TechHelp’s “studio\Blu” Center. This position is foundational to leading the Center, which provides employment for 25 Boise State engineering and business students and five (5) professional staff working on design and prototyping, manufacturing processes, marketing, and business development projects for industry, research faculty and students. Annually, the Center serves over 300 students, dozens of faculty and over 50 industry clients.

This request to add studio\Blu staff at TechHelp at Boise State supports:

- Governor Little’s strategic investments supporting technical education and workforce development, including his initiative to diversify Idaho’s economy in rural areas.

- The State Board of Education's objectives around innovation and economic development, and the increase of access to education for all Idahoans.
- Boise State University's goals for: 1) Innovation and Institutional Impact, 2) Improve Educational Access and Student Success, 3) Advance Research and Creative Activity, and 4) Trailblaze Programs and Partnerships.
- The Boise State College of Business and Economics' goal to support economic development through collaboration with public and private organizations.

About TechHelp – TechHelp is Idaho's Manufacturing Extension Partnership (MEP) center and EDA University Center. From Boise State's College of Business and Economics (COBE) and the College of Engineering (COEN), TechHelp works in partnership with Boise State, the University of Idaho, Idaho State University and the Idaho Manufacturing Alliance. We provide technical assistance and training to Idaho manufacturers, food and dairy processors, engineering service companies and entrepreneurs to grow revenue, to increase productivity and performance, and to strengthen global competitiveness.

With our clients we use a team-based network of industry-experienced staff, proven partners and student employees. TechHelp currently has 12 full-time professional staff, 20 p/t staff, plus we contract with experts from private industry, Idaho's universities and the MEP National network to develop lasting, trusted-adviser relationships with leaders in Idaho manufacturing companies and communities.

Studio\Blu is a Boise State consortium that includes multiple colleges and TechHelp, which serves industry, faculty and students while providing real-world experiential learning to university students. Like TechHelp it is funded by multiple streams, including grants, state funding and client fees as a means of achieving financial sustainability. It houses TechHelp's New Product Development (NPD) client offering. The NPD team works from COEN to provide design and prototyping services to entrepreneurs and entrepreneurial manufacturers developing new products. TechHelp staff and NPD students have been integral to the success of Idaho-founded companies such as Rekluse Motorsports, In The Ditch Towing Products, House of Design Robotics, Lovevery and SGW Designworks. These companies' successes with investing in new products and processes, growing and retaining customer revenue, creating and retaining jobs – this is why TechHelp exists. Numerous Boise State COBE, COEN and TechHelp/NPD alumni have work at these companies; they are their talent pipeline.

Funding for professional staff will provide key leadership for studio\Blu. The center's student and staff employees work on client projects, with real budgets and real deadlines, projects that assist clients pursue their product development objectives. The projects lead to products and companies that support Idaho economic development, including new investment, new revenues, and new jobs in Idaho. Center customers include private industry, university faculty and researchers, and students. It serves all of Idaho, and includes rural students and rural industry partners. studio\Blu industry partners emphasize experiential learning both for

student employees and a broader user group of Boise State students, with the goal of providing a pipeline of workplace-ready professional talent for entrepreneurial companies across Idaho. It is run like a business and will be supported by multiple funding streams, much like TechHelp.

studio\Blu professional staff leadership are essential to the Center's support of Idaho STEM workforce needs to help fill projected labor shortfalls. Its experiential learning component is key to improving student graduation rates and retention of graduates from Idaho universities.

Focus and Results - The request focuses on two major areas: 1. increasing an entrepreneurial professional talent pipeline to Idaho, including rural student participation in studio\Blu and rural industry partner participation. 2. Increasing capacity and velocity of projects supporting industry product development, university research, and student projects, furthering TechHelp's positive economic impact on Idaho companies' sales, savings, investment and jobs.

TechHelp has a long history of leveraging state and federal funds to deliver impactful results for Idaho's economy. We have a history of successfully deploying experienced manufacturing specialists from regional offices across the state, to address the needs of Idaho's manufacturers and entrepreneurs. This funding request is key to addressing critical workforce shortages with these companies.

2. If a supplemental, what emergency is being addressed?

- a. NA

3. Indicate existing base of PC, OE, and/or CO by source for this request.

- a. Ongoing funding is requested for one (1) existing positions to best serve industry, entrepreneurs, faculty, and students.
- b. studio\Blu's sustainability plan includes securing ongoing funding. This center will continue to have a sustained impact on industry and student real world experience. Sustained funding will allow the Center to increase our market penetration with industry and allow for the center to continue to build its student employee and leadership program with adequate professional staff mentoring, leadership, and strategic growth of the center.
- c. Currently, studio\Blu that has been supported with an EDA Venture award which expires in July 2024. State support is essential for base studio\Blu funding to help it match federal funding. EDA is no longer providing ongoing financial support to the Center since the grant is expiring.

4. What resources are necessary to implement this request?

TechHelp's studio\Blu program, located at Boise State's COBE and COEN, requests funding resources for partial funding of five full-time studio\Blu leadership positions with statewide responsibilities. Other TechHelp appropriation, client fee revenue and federal resources will support additional costs for operating expenses, including

student employees, professional staff, advertising, office supplies, computers, and training.

5. List positions, pay grades, full/part-time status, benefits, and terms of service.

FTP Level	<i>.1 FTP</i>				
Title	<i>Center Director</i>				
Role Description	<i>Partial funding for position supporting Studio/Blu</i>				
Personnel	\$10,318				
Fringe	\$2,993				
Total	\$13,311				

6. Will staff be redirected? If so, describe impact and show changes on org chart.

- a. No. The existing staff will remain in current position and expand duties to meet the needs of this Center. Duties will be completed by the one (1) positions requested above.

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

- a. \$13,311 is being requested to provide base funding for .1 FTP's for TechHelp's studio\Blu Center program. This is the maximum we could request although we need a full .5 FTP. This funding will allow the Center to match other funding to fully leverage available financial resources supporting workforce development. This position is necessary to continue the leadership, operation, and financial capabilities of the Center. These positions provide client business development and management, and student mentoring and technical support on projects.. The TechHelp Executive Director will supervise all positions within the studio\Blu Center.

In addition to this request TechHelp will also be supporting the Center with existing state funding, federal grant base funding, and anticipated future grant funding.

8. Describe method of calculation (RFI, market cost, etc.) and contingencies.

- a. Costs were calculated based on a market analysis of equivalent positions both from industry and other higher education institutions.

9. Provide detail about the revenue assumptions supporting this request.

- a. Like other TechHelp programs this Center will provide services to clients on a for fee basis. This revenue will be utilized for all costs not funded by appropriated and other funds. This Center will also pursue federal and state grant funding and corporate sponsorship as additional means to offset Center costs.

10. Who is being served by this request and what is the impact if not funded?

- a. Boise State students are being served by this request as both the primary delivery personnel as well as the customers for many projects.
 - i. Without funding for studio\Blu professional staff, this Center would likely operate at a fraction of capacity and decrease the number of students served by more than 50%. We would most likely need to reduce current staff dedicated to studio\Blu.
 - ii. Without funding, expansion of the center capabilities by way of a) integrating state-of-the-art product development and manufacturing practices, and b) creating employment opportunities for students in new academic areas (e.g., business and diverse engineering majors) will be severely constrained.
- b. Idaho entrepreneurs, manufacturers, and businesses will be served by this center via new product development projects completed by students both at the Center and in embedded positions in the companies that will allow for real-world experience and a workforce ready for hire after graduation.
 - i. Without this funding clients would not have access to studio\Blu resources, including embedded students in their companies resulting in workforce hiring challenges.
 - ii. Without funding, center capacity would be greatly decreased and projects would be turned away from potential clients.
- c. Research faculty will be served by gaining access to design, prototyping, and advanced manufacturing capabilities on campus supported by center staff, students, and equipment.
 - i. Without funding, the center would have less staff and students and would be unable to meet the needs of research faculty who seek design and prototype help via access to the capabilities of this center. Research Support may need to be removed from studio\Blu offering to faculty.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 32

AGENCY: Office of the State Board of Education

Approp Unit: EDAC

Title: **IT Systems
and Infrastructure
Engineer IV**

Decision Unit No: 12.01

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS					
1. Salaries	\$ 93,600				\$ 93,600
2. Benefits	\$ 34,462				\$34,462
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$ 128,062				\$ 128,062
OPERATING EXPENSES					
1. Office equipment & Technology	\$ 3,000				\$ 3,000
TOTAL OPERATING EXPENDITURES	\$ 3,000				\$ 3,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$ 131,062				\$ 131,062

Explain the request and provide justification for the need.

The agency is requesting funding from the General Fund for the addition of one FTP to provide an IT Systems and Infrastructure Engineer IV in order to provide adequate support for agency systems. In the 2020 legislative session, S1409 was enacted and included a move of education data and staff in order to “centralize IT and data management from the Department of Education to the Office of the State Board of Education.”

While at the SDE, the team had lost positions to other priorities and was operating beyond optimal capacity. When this team was moved, it did not gain any additional positions, but did gain responsibilities that have overloaded the team. The team had previously only supported the SDE, its staff, and systems as well as certain supports for integrations with LEA systems. After the move, the team continues to support all of those staff and systems, but also has been given the responsibility of supporting OSBE and IPCSC as well as all of their preexisting and new data systems. This additional responsibility has strained the team and impacted their ability to maintain operations and provide effective service levels to stakeholders, both internal and external.

In order to meet expectations, it is essential to add another highly skilled position to this team to support systems and initiatives.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

This position would provide support to the teams and programs that support all K-12 and postsecondary education agencies and stakeholders with technology systems authorized in Title 33, Idaho Code, including but not limited to § 33-101, § 33-102A, § 33-133.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This position would provide support for the systems containing the data used to support all of the Board’s goals and objectives in the strategic plan as well as the data behind each of the performance measures (1.A.1, 1.A.2, 1.B.1, 1.B.2, 1.C.1, 2.A.1, 2.B.1, 2.B.2, 2.C.1, 2.C.2, 3.A.1, 3.A.2, 3.B.1, 3.B.2, 3.C.1, 3.C.2).

What is the anticipated measured outcome if this request is funded?

It is anticipated that the addition of a position to the team will result in a reduced backlog of maintenance demands as well as improvement in the backlog of outstanding system modifications and updates that the team is unable to complete in a timely manner.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A – This request is for new funding for a position and supporting OE.

What resources are necessary to implement this request?

General funds for PC and OE to support the position.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
IT Systems and Infrastructure Engineer IV	\$ 93,600	N	1.0 (FT)	Yes	Permanent/Year-long

Will staff be re-directed? If so, describe impact and show changes on org chart.

No agency staff will be redirected from their current responsibilities. Rather, this position would reduce the extensive backlog of work that is unable to be completed with current staffing levels.

Detail any current one-time or ongoing OE or CO and any other future costs.

This request is for an ongoing, permanent FTP (salary and benefits). The request includes some OE to support the position. Of the OE costs requested, \$2,000 is for one-time costs to equip the position. The remaining \$1,000 of OE is ongoing to cover ongoing software licensing and cloud resource access.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculations were determined by reviewing existing positions located within other agencies who perform similar work. This requested salary is the average salary for incumbents with the same job title.

Provide detail about the revenue assumptions supporting this request.

The team has received an large increase in workload do to the addition of two additional agencies to support without any additional staff. The number of systems to support continues to grow.

Who is being served by this request and what is the impact if not funded?

This request will provide direct support for systems that impact the Idaho State Board of Education, Idaho Department of Education, Office of the State Board of Education, Idaho Public Charter School Commission and Division of Career Technical Education. In addition, these platforms and systems are directly accessed by K12 school staff, postsecondary institution staff, students, parents, and many other stakeholders.

If this position is not funded, the team will continue to struggle with a backlog of issues and projects that they are unable to complete. This not only jeopardizes various program initiatives, but puts the systems and their security at risk.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 33

AGENCY: Office of the State Board of Education

Approp Unit: EDAC

Decision Unit No: 12.02

Title: **IT Database
Admin Analyst IV**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS					
1. Salaries	\$ 104,000				\$104,000
2. Benefits	\$ 35,538				\$35,538
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$ 139,538				\$ 139,538
OPERATING EXPENSES					
1. Office equipment & Technology	\$ 3,000				\$ 3,000
TOTAL OPERATING EXPENDITURES	\$ 3,000				\$ 3,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	\$ 0				\$ 0
T/B PAYMENTS	\$ 0				\$ 0
GRAND TOTAL	\$ 142,538				\$ 142,538

Explain the request and provide justification for the need.

The agency is requesting funding from the General Fund for the addition of one FTP to provide a Database Admin Analyst IV (DBA IV) in order to support the data and system functions of the agency. The agency currently maintains dozens of databases and database-supported systems including the Idaho System for Education Excellence (ISEE) and the Postsecondary Measures of Academic Progress (PMAP).

The ISEE system is the K-12 data system that collects and stores the data used to inform K-12 decision-making and funding. The ISEE system is undergoing an extensive overhaul to make it more modern with the goal of delivering more timely, accurate, pertinent data and making it more transparent. The enhanced capabilities delivered with this modernization will allow the Board to provide more functionality to the postsecondary system as well and provide a better linkage to workforce data. The new automated tools being implemented and desire to provide more transparency and integration require additional work on the data layers to ensure that they are high-performing and secure.

The lack of a dedicated DBA means that current database work involving performance and security is performed by staff who are not dedicated to this specific work and for whom it is not their primary area of expertise. This position is critical to ensure that the data systems are tuned and secured to store and deliver data in the most effective way possible.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

This position would provide support to the teams and programs that support all K-12 and postsecondary education agencies and stakeholders with data and systems authorized in Title 33, Idaho Code, including but not limited to § 33-101, § 33-102A, § 33-133.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This position would improve the capabilities, availability, and security of the entire data system used to provide the data used to support all of the Board's goals and objectives in the strategic plan as well as the data behind each of the performance measures (1.A.1, 1.A.2, 1.B.1, 1.B.2, 1.C.1, 2.A.1, 2.B.1, 2.B.2, 2.C.1, 2.C.2, 3.A.1, 3.A.2, 3.B.1, 3.B.2, 3.C.1, 3.C.2).

What is the anticipated measured outcome if this request is funded?

If the request is granted, it is anticipated that the primary work of analyzing, designing, implementing, tuning, and securing the agency’s databases will be performed by this individual. This will reduce the burden on the existing staff, allowing them to focus more time on their primary responsibilities, and will add expertise to the team that does not currently exist. This will result in data systems that are more performant and secure, allowing the Board to layer more functionality on top allowing for better access and transparency.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A – This request is for new funding for a position and supporting OE.

What resources are necessary to implement this request?

General funds for PC and OE to support the position.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
IT Database Administration Analyst IV	\$ 104,000	N	1.0 (FT)	Yes	Permanent/Year-long

Will staff be re-directed? If so, describe impact and show changes on org chart.

No agency staff will be redirected from their current responsibilities. However, this will allow the agency to reduce reliance on an existing contractor who assists with some of these services. The DBA IV will handle all primary database management functionality for the agency. This will reduce the burden on the existing full-stack software developers and Enterprise Infrastructure Manager who are currently performing most of this work by providing them with an individual with the expertise to better design, implement, tune, and secure the many databases that the agency maintains.

Detail any current one-time or ongoing OE or CO and any other future costs.

This request is for an ongoing, permanent FTP (salary and benefits). The request includes some OE to support the position. Of the OE costs requested, \$2,000 is for one-time costs to equip the position. The remaining \$1,000 of OE is ongoing to cover ongoing software licensing and cloud resource access.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculations were determined by reviewing existing positions located within other agencies and Idaho education institutions who perform similar work. This requested salary is estimated to be right at the average for existing DBA IV positions at the time of hire.

Provide detail about the revenue assumptions supporting this request.

The state of Idaho has continued to see growth in the number of local education entities and other facilities whose data is maintained within agency databases, as well as a growth in the amount of data managed. These data systems are filled with extremely sensitive data that supports education in Idaho as well as provides the basis for calculating public school funding which accounts for a large portion of Idaho's general fund budget.

Who is being served by this request and what is the impact if not funded?

The Idaho state Board of Education and the agencies, institutions, and schools that it governs will be better served by improving the performance and security of the systems that manage the data. It is anticipated that the DBA IV will enable improvements in system performance, improve design and integration with other systems, and enhance the security structure of the system. This will ultimately benefit all Idaho students, parents, educators, administrators, agency staff, and policymakers.

If this position is not funded, software engineers, the infrastructure manager, and contractors will continue to perform the baseline level of work that is currently delivered, but the state would not see the desired improvements described above. This potentially leaves the systems underperforming and less secure than a dedicated individual would be able to deliver.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 34

AGENCY: 501

Approp
Unit: EDAA

Decision Unit No: 12.03

Title: **Education Effectiveness Program Manager**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1				1
PERSONNEL COSTS					
1. Salaries	\$82,492.80				\$82,492.80
2. Benefits	32,069.77				32,069.77
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$114,562.57				\$114,562.57
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$114,562.57				\$114,562.57

Explain the request and provide justification for the need.

This is a request for one (1) FTE to fulfill the Board's statutory requirement to review teacher preparation programs at the institutions of higher education and to subsequently support them in improving inputs and outcomes that better support K-12 student achievement as well as both teacher efficacy and teacher retention. The work of this employee will be focused on ensuring that Idaho's institutions of higher education directly serve the needs of Idaho's K-12 sector through improvement of teacher preparation programs.

The existing K-12 educator effectiveness position is focused on supporting in-service teachers and practices through the apprenticeship program, the mentorship program, and supporting effective teacher evaluation and providing effective support. The requested higher education educator effectiveness position would be focused on improving the quality of teacher education programs at our institutions of higher education and supporting the needs of pre-service teachers.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

33-1207A(1)(a) – “The state board shall review teacher preparation programs at the institutions of higher education.”

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Current strategic plan – adopted by board 2/2024 includes, Goal 1 – Educational Readiness, Objectives 1, Literacy; 2, Mathematics, and C – Graduation. Metrics in goal 1 consider the performance of students under the direction of teachers trained in higher education programs on literacy, ELA, and mathematics assessments.

In the previous plan, these measures correlate to Goal 1 – Educational Readiness, Objectives A – rigorous education, and B - School Readiness, which include the same literacy, ELA, and mathematics assessments.

What is the anticipated measured outcome if this request is funded?

Indicate existing base of PC, OE, and/or CO by source for this request.

What resources are necessary to implement this request?

Currently this work was brought into the Board office in 2023 and added to the already full time position of the existing K-12 education effectiveness program manager. As such, the work is not receiving sufficient attention, nor is it being conducted by an employee with experience working with higher education teams. The state of student outcomes, new teacher ability to instruct literacy effectively, and teacher retention (see educator pipeline report) are all in need of more effective support.

One additional FTE focused on supporting the efficacy of teacher preparation programs will have a positive impact on student outcomes, efficacy of new teacher preparation, and overall teacher retention.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
Education Effectiveness Program Manager	\$ 82,492	N	1.0 (FT)	Yes	Permanent/Year-long

Will staff be re-directed? If so, describe impact and show changes on org chart.

This would be a new position, reporting to the Chief Academic Officer.

Detail any current one-time or ongoing OE or CO and any other future costs.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Provide detail about the revenue assumptions supporting this request.

Who is being served by this request and what is the impact if not funded?

Students and K-12 educators are being served by this request. If not funded, teacher preparation programs at our institutions of higher education will continue to receive subpar support.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 35

AGENCY: 501

Approp
Unit: EDAA

Decision Unit No: 12.04

Title: **Policy Analyst**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1				1
PERSONNEL COSTS					
1. Salaries	\$63,107.20				\$63,107.20
2. Benefits	27,893.92				27,893.92
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$91,001.12				\$91,001.12
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$91,001.12				\$91,001.12

Explain the request and provide justification for the need.

The Board is requesting one (1) FTE to create a new Policy Analyst position in the Office of the State board of Education. This position would support OSBE’s educational policy team by providing policy monitoring, conducting research and drafting briefs on topics of interest, and assisting with prompt responses to stakeholder inquiries.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-101, Idaho Code – the Board is responsible for the general supervision, governance and control of the public school system. From time-to-time, the Office of the State Board of Education, as an executive agency, may propose legislation through the executive agency legislation process. The Board has authority to promulgate administrative rules under the Board and Department of Education (08), the Division of Vocational Rehabilitation (47), and the Division of Career Technical Education (55). Additionally, the board adopts policies and procedures that support the work of the agencies and institutions under its umbrella.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

The Board’s mission is to “Drive improvement of the K-20 education system for the citizens of Idaho, focusing on quality, results, and accountability.” All of the goals, objectives, metrics, and measures within the strategic plan and performance reporting structure benefit from quality policy research at the local, regional, and national level.

What is the anticipated measured outcome if this request is funded?

Indicate existing base of PC, OE, and/or CO by source for this request.

What resources are necessary to implement this request?

This new position would require a workstation from which to conduct policy research, draft briefings, and meet with stakeholders.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
Policy Analyst	\$ 63,107	L	1.0 (FT)	Yes	Permanent/Year-long

Will staff be re-directed? If so, describe impact and show changes on org chart.

This would be a new position reporting to the Chief Policy Officer.

Detail any current one-time or ongoing OE or CO and any other future costs.

NA

Describe method of calculation (RFI, market cost, etc.) and contingencies.

NA

Provide detail about the revenue assumptions supporting this request.

NA

Who is being served by this request and what is the impact if not funded?

This request will support the overall quality of OSBE's education policy team, provide more flexibility for responding to governor and legislative policy inquiries, and ensure that future policy, rule, and legislative proposals are aligned to best practices.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 36

AGENCY: State Board of Education

Approp
Unit: EDAE

Title: **See
Tell Now
Contract**

Decision Unit No: 12.05

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES	\$10,000				\$10,000
Service agreement: call center operations					
TOTAL OPERATING EXPENDITURES	\$10,000				\$10,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$10,000				\$10,000

Explain the request and provide justification for the need.

The confidential student safety tipline is a resource for all Idaho students to report threats to safety and security concerns to their local law enforcement and school administrators. Tipline active participants continue to increase each year and the total number of tips also continues to increase.

In order to ensure stability and continuity of operations the ISSSP office recently entered into a new contract for software support and for operations of the 24-hour call center. Call center costs have increased since the original competitive bid process in 2017.

This budget enhancement will cover the increase in the costs for call center operations for the next contract period.

If a supplemental, what emergency is being addressed?

Specify the authority in statute or rule that supports this request.

33-5902...

- (1) Promote the safety and security of the students attending the public educational institutions of the state;
- (3) Enhance the safety and security resources available to public educational institutions;
- (6) Promote the use of technical methods, devices and improvements to address school security;

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

ISSSP Strategic Plan 2024

Goal 3: Identify and implement multiple modes of support for the improvement of safety and security within schools. [33-5902] (1)(2)(3)(6)(7)

What is the anticipated measured outcome if this request is funded?

Continuation of the confidential reporting tipline.

Indicate existing base of PC, OE, and/or CO by source for this request.

None

What resources are necessary to implement this request?

\$10,000 ongoing general funds.

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No, existing staff will continue to support the tipline coordination. This increase is to cover contract cost increases only.

Detail any current one-time or ongoing OE or CO and any other future costs.

Current OE budget of \$74,000 will continue, and we are requesting a \$10,000 increase to the Year 2 contract cost of \$84,077.63.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Provide detail about the revenue assumptions supporting this request.

1 year contract with 4 optional 1 year extensions. Costs fixed at noted rates.

Year 1 Cost per Unit Number of Units Payment \$80,650.00

Year 2 Cost per Unit Number of Units Payment \$84,077.63

Year 3 Cost per Unit Number of Units Payment \$87,650.93

Year 4 Cost per Unit Number of Units Payment \$91,376.10

Year 5 Cost per Unit Number of Units Payment \$95,259.58

Who is being served by this request and what is the impact if not funded?

All students in the state of Idaho are able to use the confidential tipline to report threats or school safety related concerns and have them immediately communicated to local law enforcement and school officials. If this increase is not approved, the opportunity to report threats confidentially and quickly will be lost to all Idaho Students.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 37

AGENCY: Office of the State Board of Education

Approp Unit: EDAC

Decision Unit No: 12.06

Title: **Cybersecurity**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					0
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					\$ 0
OPERATING EXPENSES					
Cybersecurity Services/Solutions	\$ 35,000				\$ 35,000
TOTAL OPERATING EXPENDITURES	\$ 35,000				\$ 35,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$ 35,000				\$ 35,000

Explain the request and provide justification for the need.

OSBE is requesting an ongoing increase to its IT and Data Management appropriation to provide cybersecurity vulnerability assessment, monitoring, and penetration testing of its network and data systems. This increase will ensure that OSBE is able to perform the required cybersecurity assessments and monitoring per ITA policy P2045 in order to better secure its systems and the data contained within them.

OSBE collects and stores large amounts of data on Idaho's schools as well as Privately Identifiable Information (PII) about students including assessments, Special Education Data, etc. Additionally, these systems and data are used by the State Department of Education to calculate and fund Idaho's schools.

It is essential to ensure security of these systems and data to protect not only the PII of Idaho's citizens, but also to ensure continued operation of Idaho's schools.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code §67-833 authorizes the Idaho Technology Authority to set policies to govern state IT practices.

ITA Policy P2045 requires agencies to complete an independent third-party assessment including vulnerability assessment and penetration testing. Additionally, the policy states that it is the agency's responsibility to ensure that an appropriate budget amount is requested.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This request is not expressly identified in the agency's strategic plan or performance measurement report. However, appropriately ensuring security of agency IT resources directly impacts the agency's ability to meet each of the goals within its strategic plan.

What is the anticipated measured outcome if this request is funded?

A completed vulnerability assessment and penetration test of agency IT systems as well as ongoing monitoring and assessment of data system assets and web applications. This will provide agency staff with further visibility to potential risks and a list of priorities to improve system security.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

General funds for OE to perform ongoing cyclical cybersecurity vulnerability assessments and penetration testing.

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No agency staff will be redirected from their current responsibilities. The third-party assessments and ongoing vulnerability monitoring will be overseen by the agency's IT Security Coordinator in coordination with the Enterprise Infrastructure Manager.

Detail any current one-time or ongoing OE or CO and any other future costs.

This request is for \$35,000 in ongoing OE to support a cyclical cybersecurity assessment and monitoring program including vulnerability assessments and penetration testing. Vulnerability monitoring would be ongoing. Third-party network penetration testing would be performed every third year alternating with in-depth assessment and testing of web applications and data systems.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculations were based upon informal requests made by our IT Security Coordinator to other state agencies of similar size to ascertain approximate current expenditures for similar cybersecurity assessments and testing.

Provide detail about the revenue assumptions supporting this request.

Although it is likely that penetration testing and vulnerability assessment services and solutions will increase in cost over time, it is anticipated that \$35,000/year will cover the expected expenditures for the next three years.

Who is being served by this request and what is the impact if not funded?

Idaho's schools, postsecondary institutions, partner state agencies, policymakers, and citizens are all stakeholders relying on the systems that this request would secure to provide information for data-informed decision-making as well as to process funding for Idaho's public schools. If the request is not funded, agency systems could be at further risk from ever increasing cyber threats that are regularly compromising networks and systems.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 38

AGENCY: OSBE

Approp Unit: EDAA

Decision Unit No: 12.07

Title: **Board Initiative Outreach**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
Marketing Materials, flyers, posters, school events and other outreach expenditures	\$120,000				\$120,000
TOTAL OPERATING EXPENDITURES	\$120,000				\$120,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL	\$120,000				\$120,000

Explain the request and provide justification for the need.

To better support Board goals (Apply Idaho and FAFSA completion goals) the College & Career Access team needs funds to support increased understanding from the general population around Apply Idaho and FAFSA and to support schools in their application events (College Application Month and in-person FAFSA completion events).

If a supplemental, what emergency is being addressed?

n/a

Specify the authority in statute or rule that supports this request.

Idaho Opportunity Scholarship: Idaho Code 33-4303 / IDAPA Section 08.01.13

- Idaho Opportunity Scholarship required completion of the Federal Application for Student Aid (FAFSA)

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

GOAL 2: EDUCATIONAL ACCESS - Increase access to Idaho's robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.

Objective B: Student Engagement - Increase high-school student engagement in exploring postsecondary opportunities. HS R/A

Performance Measures:

I. Percent of Idaho public high school seniors who complete the Free Application for Federal Student Aid (FAFSA). Benchmark: 60% or more II.

II. Percent of Idaho public high school seniors who submit at least one application through Apply Idaho. Benchmark: New Measure

What is the anticipated measured outcome if this request is funded?

Additional applications to Idaho post-secondary institutions via Apply Idaho and increase statewide-FAFSA completion numbers.

Indicate existing base of PC, OE, and/or CO by source for this request.

This is a new funding request

What resources are necessary to implement this request?

Ongoing operating Costs: \$120,000 for marketing materials, flyers, posters, school events and other outreach expenditures

List positions, pay grades, full/part-time status, benefits, terms of service.

n/a

Will staff be re-directed? If so, describe impact and show changes on org chart.

n/a

Detail any current one-time or ongoing OE or CO and any other future costs.

Ongoing OE: \$120,000

Describe method of calculation (RFI, market cost, etc.) and contingencies.

We will use FY25 as a baseline (pre-intervention) to FY26 (post-intervention) to determine the return on investment of these funds. Details for each program are included below:

- # students submitting at least one college application via Apply Idaho in FY25 v FY26
- #FAFSA completions in FY25 v FY26
- # of Idaho Op FY25 v FY26rtunity Applications FY25 v FY26
- # Next Steps Idaho accounts created in FY25 v FY26
- # of school events/parent nights supported FY25 v FY265

Provide detail about the revenue assumptions supporting this request.

These funds will be used to increase student, parent and educator understanding of the federal student aid process, increase awareness and understanding of the state's Idaho Opportunity Scholarship as well as the free state common application to 10 in-state postsecondary institutions.

These efforts are to support Idaho through the application and enrollment process as they pursue post-secondary education & training programs that will prepare them to enter the workforce and contribute to the economic growth of Idaho effectively and efficiently.

Who is being served by this request and what is the impact if not funded?

These funds will help ensure more Idaho students have the information they need make informed decisions about their postsecondary education & training options and to ensure they are aware of and can access ALL state and federal financial aid to support them as they move beyond high school into a career that help them achieve their personal goals and support the broader Idaho economy.

Without these positions, Idaho will maintain the status quo when it comes to pursuing postsecondary opportunities and completing aid applications like Idaho Opportunity Scholarships.

AGENCY: 501

Approp
Unit: EDAA

Decision Unit No: 12.08

Title: **Empowering Parents Program Specialist**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)	1				1
PERSONNEL COSTS					
1. Salaries	\$55,702				\$55,702
2. Benefits	25,675				25,675
3. Group Position Funding					
TOTAL PERSONNEL COSTS	\$81,377				\$81,377
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS	(\$81,377)				(\$81,377)
GRAND TOTAL	\$0				\$0

Explain the request and provide justification for the need.

This is a request for one (1) FTE to increase OSBE's support of the Empowering Parents microgrant program. While Empowering Parents provides for one (1) FTE, that position has been entirely focused on customer service and has not has sufficient opportunity to manage the contract, support marketing efforts, or work toward future success of the program. An additional FTE, funded by the existing grant appropriation focused on customer service, would allow the higher level program manager to focus on higher level work, allowing for a more proactive and ultimately more successful approach to managing this grant. A similar program, MySpark, in Colorado (which distributes \$1M annually) is staffed by five (5) FTE. Providing for two (2) FTE total for the administration of this program would have a significant impact on customer experience.

If a supplemental, what emergency is being addressed?

NA

Specify the authority in statute or rule that supports this request.

Section 33-1030 through 33-10-34, Idaho Code establishes the Empowering Parents microgrant program.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

This program is not aligned to the Board’s strategic plan, but rather is special project assigned to the Board by the legislature.

What is the anticipated measured outcome if this request is funded?

Improved customer experience and faster liquidation of grant funds through the program.

Indicate existing base of PC, OE, and/or CO by source for this request.

Empowering Parents ongoing appropriation. \$30,000,000 OE.

What resources are necessary to implement this request?

No additional resources are needed. A new employee will require a workstation. This position would be primarily focused on customer service.

List positions, pay grades, full/part-time status, benefits, terms of service.

Title	Salary	Pay Grade	FT or PT	Benefit Eligible	Term Service
Program Specialist	\$ 55,702	K	1.0 (FT)	Yes	Permanent/Year-long

Will staff be re-directed? If so, describe impact and show changes on org chart.

A new position will be posted.

Detail any current one-time or ongoing OE or CO and any other future costs.

There would be no impact to current appropriations.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Provide detail about the revenue assumptions supporting this request.

The position is proposed to be funded from the existing and ongoing appropriation for the Empowering Parents microgrant program.

Who is being served by this request and what is the impact if not funded?

By increasing the staffing assigned to this work, Idaho taxpayers will be served by improved functionality of this program.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 40

AGENCY:

Approp
Unit: EDAA

Decision Unit No: 12.09

Title: **Independent
Study Idaho**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS	\$350,000				\$350,000
GRAND TOTAL	\$350,000				\$350,000

Explain the request and provide justification for the need.

Independent Study Idaho (ISI) is a 50-year old Board initiative in course sharing that supports hundreds of place-bound and time-bound learners throughout Idaho and beyond to access college courses in a highly flexible way, helping them progress in study, work, and life. ISI is housed at the University of Idaho but delivers courses from all public four-year institutions. ISI is entirely self-sustaining through user fees, but its business model is not sustainable due to a lack of base funding and relies on students registering but not completing their courses. This request will provide ongoing base-funding to allow ISI to revise their business model and more reliably serve Idahoans for the next 50 years. Funding will support the operational costs of developing, improving, cataloging and delivering courses in a highly flexible manner to students throughout Idaho.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

N/A

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

State Board of Education Strategic Plan Goal 2: Educational Access, Objective B: Student Engagement - Increase high-school student engagement in exploring postsecondary opportunities and Objective C: College-Going – Increase the rate at which high school graduates pursue postsecondary opportunities.

What is the anticipated measured outcome if this request is funded?

Growth of enrollment in ISI courses and growth in participation by the community colleges.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

\$350,000 ongoing general funds to support staff overseeing independent study

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No.

Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

Describe method of calculation (RFI, market cost, etc.) and contingencies.

N/A

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

Place-bound and time-bound Idahoans who would otherwise be cost-prohibitive to serve by our existing colleges and universities are served by ISI. If this request is not funded, fewer of these people will have access to educational opportunities that can help them thrive in work and life.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 41

AGENCY: State Board of Education

Approp
Unit: EDAE

Title: **Don't
Tread on
Me Fire
Safety
Grant**

Decision Unit No: 12.10

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES		\$34,000			\$34,000
TOTAL OPERATING EXPENDITURES		\$34,000			\$34,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL		\$34,000			\$34,000

Explain the request and provide justification for the need.

S1317 created a new grant program for schools to develop and implement firearm safety training using proceeds from the sale of Gadsden Flag License Plates. Since funds from the sale of the plates is limited by statute to grant awards only budget enhancements are needed to support a new iteration of the current grant management software and a part-time contract position to support the administration of the grant programs.

The part-time contract position will be tasked with grant administration and program accountability to ensure that funds are spent according to statutory requirements.

If a supplemental, what emergency is being addressed?**Specify the authority in statute or rule that supports this request.**

S1317 now I.C. 49-402.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

No current performance measure report

Since this is a new responsibility for the Office of the State Board, performance measures will be updated to reflect the new statutory responsibilities in the next update cycle. Performance measures will be reported to the legislature in future ISSSP Legislative reports.

What is the anticipated measured outcome if this request is funded?

To increase the number of K-12 schools offering optional firearm safety classes taught by qualified instructors using approved curriculum.

Indicate existing base of PC, OE, and/or CO by source for this request.

None

What resources are necessary to implement this request?

Grant Management System capacity increase, management contractor services PSA.

List positions, pay grades, full/part-time status, benefits, terms of service.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No. Contractor will operate at the direction and control of the ISSSP Office Manager

Detail any current one-time or ongoing OE or CO and any other future costs.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Provide detail about the revenue assumptions supporting this request.

Who is being served by this request and what is the impact if not funded?

All Idaho citizens benefit from a strong firearm safety education program. Death and injury due to negligent and accidental discharges would likely be reduced with the full implementation of the program. Negligent and accidental discharge of firearms is a statistically greater risk to Idahoans than mass casualty shooting incidents.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 42

AGENCY: State Board of Education

Approp
Unit: EDAE

Decision Unit No: 12.11

Title: **3
Replacement
Vehicles**

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES					
TOTAL OPERATING EXPENDITURES					
CAPITAL OUTLAY		\$99,000			\$99,000
TOTAL CAPITAL OUTLAY		\$99,000			\$99,000
T/B PAYMENTS					
GRAND TOTAL		\$99,000			\$99,000

Explain the request and provide justification for the need.

Regular replacement of high-mileage vehicles. (3 small SUV's)

Replacing 2x 2015 Ford Escape with >125k miles

Replacing 1x 2013 Ford Escape with >125k miles

If a supplemental, what emergency is being addressed?

Specify the authority in statute or rule that supports this request.

33-5904(2)

The Executive Director of the Office of the State Board of Education and the manager and other personnel of the school safety and security program may enter all public educational facilities in this state at reasonable times to conduct annual assessments for consistency with the school safety and security guidelines developed by the Idaho School Safety and Security Advisory Board.

Vehicles are necessary for field analysts to complete the statutory mandate of the office.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

Performance Measure #1

To develop and execute a program of vulnerability assessments in all publicly funded educational institutions throughout the state, including entering into the facilities at regular times to conduct on-site vulnerability assessments.

What is the anticipated measured outcome if this request is funded?

Continuing to conduct regular vulnerability assessments in all publicly funded educational facilities throughout the state.

Indicate existing base of PC, OE, and/or CO by source for this request.

No existing Base for replacement vehicles.

What resources are necessary to implement this request?

\$99,000 in one-time general funds.

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

N/A

Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Current DOP fleet vehicle pricing

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

Analysts will not be able to complete their statutory-mandated support to schools throughout the state. Most significantly impacted are rural and remote schools.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 43

AGENCY: State Board of Education

Approp
Unit: EDAE

Title: **See
Tell Now
Marketing
Update**

Decision Unit No: 12.12

	General	Dedicated	Federal	Other	Total
FULL-TIME POSITIONS (FTP)					
PERSONNEL COSTS					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS					
OPERATING EXPENSES		\$12,500			\$12,500
Marketing materials					
TOTAL OPERATING EXPENDITURES		\$12,500			\$12,500
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
T/B PAYMENTS					
GRAND TOTAL		\$12,500			\$12,500

Explain the request and provide justification for the need.

The confidential student safety tipline is a resource for all Idaho students to report threats to safety and security concerns to their local law enforcement and school administrators. Tipline active participants continue to increase each year and the total number of tips also continues to increase.

Marketing is a critical component of an effective confidential reporting system. Without broad-based student awareness of the existence of a tipline, it ceases to provide its vital function. A student who has information on an impending school threat will not be able to communicate it if they are not aware of the means of communication through the tipline.

This budget enhancement will cover the costs associated with updating marketing materials available to all students throughout the state. Marketing materials have not been updated since the inception of the program in 2017 and are no longer attractive or compelling to students.

If a supplemental, what emergency is being addressed?**Specify the authority in statute or rule that supports this request.**

33-5902...

- (1) Promote the safety and security of the students attending the public educational institutions of the state;
- (3) Enhance the safety and security resources available to public educational institutions;
- (6) Promote the use of technical methods, devices and improvements to address school security;

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

ISSSP Strategic Plan 2024

Goal 3: Identify and implement multiple modes of support for the improvement of safety and security within schools. [33-5902] (1)(2)(3)(6)(7)

What is the anticipated measured outcome if this request is funded?

Increasing the information related to threats and student safety concerns yielded through the confidential reporting process of the tipline.

Indicate existing base of PC, OE, and/or CO by source for this request.**What resources are necessary to implement this request?**

\$12,500 ongoing general funds for updated marketing materials and focused video content.

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No, existing staff will continue to support the tipline marketing. This increase is to cover materials updates only.

Detail any current one-time or ongoing OE or CO and any other future costs.

Current OE will continue at budgeted rate.

Describe method of calculation (RFI, market cost, etc.) and contingencies.**Provide detail about the revenue assumptions supporting this request.**

We assume that the number of participating schools will continue to increase as well as the number of tips received.

Who is being served by this request and what is the impact if not funded?

All students in the state of Idaho are able to use the confidential tipline to report threats or school safety related concerns and have them immediately communicated to local law enforcement and school officials. Student participation is the lynchpin of the effectiveness of the program. We have observed that schools with a high emphasis on building student awareness received much better, quality tips as well as more tips allowing Law Enforcement and School Administrators to address threats and vulnerabilities.

We have also observed that schools without sufficient marketing materials or institutional commitment have seen overall lower participation rates and fewer threats and vulnerabilities reported to local authorities for remediation.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 44

FORM B8.1: PROGRAM REQUEST BY DECISION UNIT					
Agency/Department:	Public Broadcasting			Request for Fiscal Year :	2026
Function/Division:	Idaho Public Broadcasting			Agency Number:	520
Activity/Program:	Idaho Public Broadcasting			Function/Activity Number:	01
				Budget Unit:	EDKA
Original Request Date:	Revision Request Date:			Page:	1 of 6
August 30, 2024					
Decision Unit Number:	12.55	Descriptive Title:	Network Operation Center (NOC) Automation - General Fund - OT		
Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1.					
2.					
3.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. 778500 - Communication Equip - OT	\$ 300,000				\$300,000
2.					
3.					
TOTAL CAPITAL OUTLAY:	\$300,000				\$300,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000

Explain the request and provide justification for the need.

During the FY 2022 budget year IdahoPTV took a step back and paused any capital requests to formulate a 10-year capital replacement plan that would serve as the overall guide for our system health. Once we finished with our initial plan, it confirmed our suspicions that much of our broadcast infrastructure was at or past its operational lifespan. For instance, transmitters and translators were no longer supported, and replacement parts were no longer being manufactured.

The plan demonstrated that we have not had (either received or requested) enough ongoing funds to replace capital items, on an industry standard cycle, within the complex systems that run and distribute to our broadcast distribution system.

There are three systems of equipment that the plan focuses on:

- 1) Network Operations Center - These systems include equipment that record, organize and playout content to our system as well as cable, satellite and online platforms. This system includes handling of all emergency alerts.
- 2) Broadcast Distribution System - This massive system includes five high-power transmitters, 46 translators/repeaters, microwaves, studio-to-transmitter links, towers and antennas that connect and distribute our signal throughout our state.
- 3) Production Control and Field Production - These systems and individual items are for IdahoPTV staff to produce local content. Control rooms are the areas where live and recorded programming is produced. Field cameras, associated equipment, edit servers and edit systems are where the footage is gathered and edited into long and short-form content for all platforms.

There are multiple fund pools that IdahoPTV accesses to replace equipment in these three areas. It has been widely communicated and accepted that our privately raised funds, including donations and grants, pay for local production content related activities (3) which includes the purchase of equipment meant to produce local content. State General Funds have been accessed for upkeep of the network operations and broadcast infrastructure (1 and 2). Only state requests will be seen in this form.

During FY 2023 and FY 2024 IdahoPTV received funding from the Permanent Building Fund (PBF) for projects totaling \$5.6 million. These funds will go a long way to update IdahoPTV's broadcast infrastructure by replacing four (4) of our five (5) high power transmitters, and replace their related waveguide and antennas. In addition, it has allowed us to make any necessary repairs to our broadcast towers. We expect this equipment to come online in FY 2025 and FY 2026.

While the investment is substantial, the PBF is limited by statute on which type of assets they can fund and there is a lot more to broadcasting technology than transmitters and antennas.

Therefore, IdahoPTV has a need for state General Funds to replace network operations and broadcasting infrastructure equipment that does not qualify for PBF funding. This equipment includes items such as network operations center automation, additional equipment to distribute emergency alerts in a second language, central equipment to process and add regional emergency alerts into our broadcast stream, IP routers and switches for statewide distribution.

The IdahoPTV network operations and broadcast infrastructure system is a complicated and interconnected system. One mission critical component of this system is the following:

- **Network Operation Center (NOC) Automation - \$300,000 – One-time – General Fund:**
 - The automation system is critical to the operation of the NOC.
 - Its function is to:
 - Control multiple devices that record, playback, route and switch programs to our broadcast delivery system
 - Ensures delivery of programming to our five channels which includes our statewide broadcast system, cable systems around the state, satellite platforms and live online platforms such as YouTube TV, Hulu Live, Local Now and so on.
 - The sheer quantity of programming, channels and delivery platforms makes it impossible for any number of technical staff members to make it work seamlessly.

- This system consists of eight (8) devices that run on Windows OS devices, each having a 5-year life cycle. The servers control other devices (recorder, players and video switchers).
- If replaced in SFY 2026 the current piece of equipment will have been in service for nine (9) years which is 4 years past its useful life
- The main controller that is running on a Windows server 2007 operating system is beyond end of life for support,
- Other devices of the system that contain proprietary software also run on unsupported operating systems:
 - The server that sends commands to the players, recorders and switchers operates on server 2008,
 - Air Client, which runs the play and record lists, runs on Windows 7 Pro, these must all be replaced as a system to function as designed.
- Due to equipment failures, we are operating on an unofficial hybrid provided to us by the manufacturer to hold us over until replacement funding can be secured.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

IdahoPTV is a State educational agency (Idaho Code §67-5302 (33) (e)) under the governance of the Idaho State Board of Education. This equipment is critical for IdahoPTV to efficiently fulfil its role as an educational agency.

We need this funding in order to help us sustain a stable broadcast infrastructure for viewers who rely on our programming for education and news and public affairs.

While Title 31 Chapter 48 – Emergency Communications Act does not specifically call out IdahoPTV, it does imply the need for the role IdahoPTV plays in the emergency broadcast system. The Idaho Military Division considers IdahoPTV a key partner in their public safety work. Section 31-4801 states, in part, the following:

PURPOSE. The legislature recognizes that providing consolidated emergency communications systems and interoperable public safety communications and data systems is vital in enhancing the public health, safety, and welfare of the people in the state of Idaho. The legislature further finds that there is an obvious need for providing a means to finance the initiation, maintenance, operation, enhancement and governance of interoperable and consolidated emergency communications systems.

IdahoPTV is closely coordinating with the Idaho Office of Emergency Management to build upon existing strategies and explore emerging technologies in emergency communication, an area of mutual interest. This effort seeks to leverage best practices and technological advances to ensure that within their shared service areas, the public

is provided with vital emergency information and crisis related communication such as: providing live broadcast and media pool coverage of disaster related events. Our current broadcasting standard is ATSC 1.0 which allows for the distribution of Emergency Alert System (EAS) notifications, and distribution of the Wireless Emergency Alert (WEA) signal as back up for all wireless carriers, called the Wireless Alert Response Network (WARN) which is administered by PBS and distributed to public television stations across the United States.

We need this funding in order to help us sustain a stable broadcast infrastructure for the safety of Idaho residents, especially those in rural areas.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

If funded, this request will help us meet the following performance goals for IdahoPTV:

- Percentage of Idaho's population within our signal coverage area – 98.9%
 - Whole communities, especially rural ones, rely on IdahoPTV's high quality educational programming and may be in danger of not receiving Amber, weather and other emergency alerts if the broadcast system was to experience an outage.
- Since this equipment feeds our entire broadcast delivery system, when it is down, more than just over-the-air broadcast is affected. All cable and satellite providers (Dish and DirecTV) will be affected as well as all online streaming platform delivery. No programming means:
 - Less visits to the IdahoPTV/PBS online player
 - Less programming delivered to alternative platforms

What is the anticipated measured outcome if this request is funded?

There are many possible measurable outcomes if this request is funded. Although the equipment requested does not transmit a signal, staff use the technology to manipulate and send data for the pipeline of programming that people ultimately watch. If we have problems or there are inconsistencies in getting programs to viewers there will be less viewers watching. There must be consistency.

- Automation is a key to the long chain of equipment that controls what is on the air. With this equipment replacement it is expected that we will keep the following measured outcomes constant:
 - The percentage of Idaho's population served by our over-the-air broadcast signal.
 - Number of visitors access the IdahoPTV/PBS online video player
 - Number of alternate delivery platforms to which our content is delivered. Without programming IdahoPTV would be removed from the platform.
 - And although we have performance measures based on types of programs a more encompassing measure can be the total broadcast hours uptime when

compared to the totals possible broadcast hours (5 channels x 24 hours x 7 days x 52 weeks = 43,680 hours).

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

N/A

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No, staff will not be redirected.

Detail any current one-time or ongoing OE or CO and any other future costs.

Our current on-going General Fund appropriation does not allow us to keep up with all maintenance and capital replacement costs as we should. But IdahoPTV uses its funding wisely and prioritizes needs to keep the statewide broadcast system operating. If equipment is maintained correctly during its useful operational lifespan, we believe maintenance costs will not substantially impact our ongoing General Fund operating budget.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The cost of this equipment is based on what we paid for the previous system and a list price from a proposed manufacturer. The pricing reflects savings on licensing costs, since we own the licensing that works with the equipment we are requesting.

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

As mentioned above, IdahoPTV's over-the-air signal is vitally important for urban and rural areas alike. Idaho viewers access us over-the-air more than in most other states due to many factors. Geography and the rural nature of our state plays a role in this. Roughly 62% of Idahoans watch IdahoPTV on a regular basis. About 1/3 of the population watches over-the-air using a standard antenna. The remaining percentage of viewers access us via cable and satellite operators around the state, much of which

is fed by our over-the-air signal. A small but growing percentage watch us live via streaming or use our on-demand streaming service.

Without this equipment programming on all our channels and all our viewing platforms would be affected.

In short, if programming is not being broadcast, people are not watching. If people are not watching, they will cease to donate. In addition, if they are not watching, they will not see EAS alerts. Broadcasters are not mandated to carry all local EAS alerts, only national presidential alerts. IdahoPTV carries all EAS alerts to all our broadcast areas.

Based on our growing partnership with the Idaho Office of Emergency Services, IdahoPTV must have reliable equipment to distribute regionally focused emergency alerts and be able to offer live broadcast of emergency events from the state officials whenever needed.

What are the consequences if this project is not funded?

IdahoPTV is Idaho's only statewide broadcaster. Aging equipment leads to signal failures and prolonged outages. All parts of the system (network operations, transmitters, translators) must be functioning to have engaged viewers and to send any EAS alert.

Our network operations, and to a large extent, our broadcast infrastructure system, feed cable, satellite, IP-based cable, online streaming services and more. If parts of the interdependent system are not working, we risk our signal not being available to one or all of these platforms that viewers use to receive the IdahoPTV signal. On many platforms this would include emergency alerts.

In addition, this function is critical to the operation and operating without it would set us back 25 years. We would not be capable of broadcasting across our 5 linear channels in 5 markets serving 50 communities spread across 2 time zones with only one master control operator. We would be relegated to manually run one service across the state. We would also require a second operator to ingest and play out content. This would be a very inefficient and costly process.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 45

FORM B8.1: PROGRAM REQUEST BY DECISION UNIT					
Agency/Department:	Public Broadcasting			Request for Fiscal Year :	2026
Function/Division:	Idaho Public Broadcasting			Agency Number:	520
Activity/Program:	Idaho Public Broadcasting			Function/Activity Number:	01
				Budget Unit:	EDKA
Original Request Date:	Revision Request Date:		Page: 1 of 4		
August 30, 2024					
Decision Unit Number:	12.56	Descriptive Title:	IT Infrastructure and Misc. Equipment - General Fund - OT		
Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1.					
2.					
3.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. 778500 - Communication Equip - OT	\$70,000				\$70,000
2.					
3.					
TOTAL CAPITAL OUTLAY:	\$70,000				\$70,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

Explain the request and provide justification for the need.

During the FY 2022 budget year IdahoPTV took a step back and paused any capital requests to formulate a 10-year capital replacement plan that would serve as the overall guide for our system health. Once we finished with our initial plan, it confirmed our suspicions that much of our broadcast infrastructure was at or past its operational lifespan. For instance, transmitters and translators were no longer supported, and replacement parts were no longer being manufactured.

The plan demonstrated that we have not had (either received or requested) enough ongoing funds to replace capital items, on an industry standard cycle, within the complex systems that run and distribute to our broadcast distribution system.

There are three systems of equipment that the plan focuses on:

- 1) Network Operations Center - These systems include equipment that record, organize and playout content to our system as well as cable, satellite, and online platforms. This system includes handling of all emergency alerts.
- 2) Broadcast Distribution System - This massive system includes five high-power transmitters, 46 translators/repeaters, microwaves, studio-to-transmitter links, towers and antennas that connect and distribute our signal throughout our state.
- 3) Production Control and Field Production - These systems and individual items are for IdahoPTV staff to produce local content. Control rooms are the areas where live and recorded programming is produced. Field cameras, associated equipment, edit servers and edit systems are where the footage is gathered and edited into long and short-form content for all platforms.

There are multiple fund pools that IdahoPTV accesses to replace equipment in these three areas. It has been widely communicated and accepted that our privately raised funds, including donations and grants, pay for local production content related activities (3) which includes the purchase of equipment meant to produce and distribute content. State General Funds have been accessed for upkeep of the network operations and broadcast infrastructure (1 and 2). Only state requests will be seen in this form.

During FY 2023 and FY 2024 IdahoPTV received funding from the Permanent Building Fund (PBF) for projects totaling \$5.6 million. These funds will go a long way to update IdahoPTV's broadcast infrastructure by replacing four (4) of our five (5) high power transmitters and replacing their related waveguide and antennas. In addition, it has allowed us to inspect and make any necessary repairs to our broadcast towers. We expect this equipment to come online in FY 2025 and FY 2026.

While the investment is substantial, the PBF is limited by statute on which type of assets they can fund and there is a lot more to broadcasting technology than transmitters and antennas.

Therefore, IdahoPTV has a need for state General Funds to replace its broadcasting equipment that does not qualify for PBF funding. This equipment includes items such as network operations center automation, additional equipment to distribute emergency alerts in a second language, central equipment to process and add regional emergency alerts into our broadcast stream, IP routers and switches for statewide distribution.

An important component of this system is the following:

- **IT Infrastructure and Misc. Equipment - \$70,000 – OT General Fund:**
 - Much of this proposal is to cover the NetApp SAN (Storage Area Network). The server provides shared storage that can be partitioned to serve thirteen (13) different areas of our operation needing mass storage for video and other critical data. The list of servers reliant on this SAN operating systems for IPTV's exchange, web services and the program Science Trek. It allows for the migration of critical data with very little downtime. The server eliminates the need for Network Attached storage (NAS) on each system. We would incur additional cost and lesson efficiency. Our current system will reach industry standard life cycle replacement in FY26. Its support has expired as of April 2024 which leaves us vulnerable to failure of drives or software updates such as security patches. In the event of a failure recovery would take days from archived backup and recent data that may not have been archived would be lost.
 - The other portion of the request is for Firewall Hardware. Because we operate several remote sites outside the state network it is crucial to maintain secure connectivity using Firewall devices. These "edge devices" are required by the state to maintain secure access to remote sites.

If a supplemental, what emergency is being addressed? N/A

Specify the authority in statute or rule that supports this request.

IdahoPTV is a State educational agency (Idaho Code §67-5302 (33) (e)) under the governance of the Idaho State Board of Education. This equipment is critical for IdahoPTV to efficiently fulfil its role as an educational agency.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

While this request is not meant to increase any performance goal it is a replacement of outdated equipment. As this equipment is shared for different uses it would impact the following performance goals:

- Percentage of Idaho's population within our signal coverage area – 98.9%
 - If not funded, data for programming playout may be compromised and reduce our current standard.
- Whole communities, especially rural ones, rely on IdahoPTV's high quality educational programming
- Number of visitors to our websites
 - Without data availability our IdahoPTV and Science Trek websites will not function properly

What is the anticipated measured outcome if this request is funded?

There are many possible measurable outcomes if this request is funded. This equipment is foundational to our business and cannot be tied to any one performance standard. It is simply a device where IdahoPTV staff can store and retrieve information and files for use to conduct its business including shared files. The replacement of this equipment will allow us to continue to serve broadcast viewers and website users as we have in the past.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

N/A

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No, staff will not be redirected.

Detail any current one-time or ongoing OE or CO and any other future costs.

Our current on-going General Fund appropriation does not allow us to keep up with all maintenance and capital replacement costs as we should. But IdahoPTV uses its funding wisely and prioritizes needs to keep the statewide broadcast system operating. If equipment is maintained correctly during its useful operational lifespan, we believe maintenance costs will not substantially impact our ongoing General Fund operating budget.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The cost of this equipment is based on what we paid for the previous system and a list price from a proposed manufacturer. The pricing reflects savings on licensing costs, since we own the licensing that works with the equipment we are requesting.

Provide detail about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

It is simply a device where IdahoPTV staff can store and retrieve information and files for use to conduct its business including shared files. The replacement of this equipment will allow us to continue to serve broadcast viewers and website users as we have in the past.

As mentioned above, IdahoPTV's over-the-air signal is vitally important for urban and rural areas alike. Idaho viewers access us over-the-air more than in most other states due to many factors. Geography and the rural nature of our state plays a role in this. Roughly 62% of Idahoans watch IdahoPTV on a regular basis. About 1/3 of the population watch over-the-air using a standard antenna. The remaining percentage of viewers access us via cable and satellite operators around the state. A small but growing percentage watch us live via streaming or use our on-demand streaming service.

What are the consequences if this project is not funded?

Website users and viewers will not be able to access the IdahoPTV and Science Trek websites. Staff work with very large video files that are accessed and move around. Not having this technology will stop employees from doing their jobs. Other current business efficiencies will be lost.

Agency/Department:	Public Broadcasting	Request for Fiscal Year :	2026		
Function/Division:	Idaho Public Broadcasting	Agency Number:	520		
Activity/Program:	Idaho Public Broadcasting	Function/Activity Number:	01		
		Budget Unit:	EDKA		
Original Request Date:	Revision Request Date:	Page:	1 of 5		
August 30, 2024					
Decision Unit Number:	12.57	Descriptive Title:	Studio to Transmitter Link microwave - General Fund - OT		
Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1.					
2.					
3.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. 778500 - Communication Equip - OT	\$180,000				\$180,000
2.					
3.					
TOTAL CAPITAL OUTLAY:	\$180,000				\$180,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$180,000				\$180,000

Explain the request and provide justification for the need.

During the FY 2022 budget year IdahoPTV took a step back and paused any capital requests to formulate a 10-year capital replacement plan that would serve as the overall guide for our system health. Once we finished with our initial plan, it confirmed our suspicions that much of our broadcast infrastructure was at or past its operational lifespan. For instance, transmitters and translators were no longer supported, and replacement parts were no longer being manufactured.

The plan demonstrated that we have not had (either received or requested) enough ongoing funds to replace capital items, on an industry standard cycle, within the complex systems that run and distribute to our broadcast distribution system.

There are three systems of equipment that the plan focuses on:

- 1) Network Operations Center - These systems include equipment that record, organize and playout content to our system as well as cable, satellite and online platforms. This system includes handling of all emergency alerts.
- 2) Broadcast Distribution System - This massive system includes five high-power transmitters, 46 translators/repeaters, microwaves, studio-to-transmitter links, towers and antennas that connect and distribute our signal throughout our state.
- 3) Production Control and Field Production - These systems and individual items are for IdahoPTV staff to produce local content. Control rooms are the areas where live and recorded programming is produced. Field cameras, associated equipment, edit servers and edit systems are where the footage is gathered and edited into long and short-form content for all platforms.

There are multiple fund pools that IdahoPTV accesses to replace equipment in these three areas. It has been widely communicated and accepted that our privately raised funds, including donations and grants, pay for local production content related activities (3) which includes the purchase of equipment meant to produce and distribute content. State General Funds have been accessed for upkeep of the network operations and broadcast infrastructure (1 and 2). Only state requests will be seen in this form.

During FY 2023 and FY 2024 IdahoPTV received funding from the Permanent Building Fund (PBF) for projects totaling \$5.6 million. These funds will go a long way to update IdahoPTV's broadcast infrastructure by replacing four (4) of our five (5) high power transmitters and replacing their related waveguide and antennas. In addition, it has allowed us to inspect and make any necessary repairs to our broadcast towers. We expect this equipment to come online in FY 2025 and FY 2026.

While the investment is substantial, the PBF is limited by statute on which type of assets they can fund and there is a lot more to broadcasting technology than transmitters and antennas.

Therefore, IdahoPTV has a need for state General Funds to replace its broadcasting equipment that does not qualify for PBF funding. This equipment includes items such as network operations center automation, additional equipment to distribute emergency alerts in a second language, central equipment to process and add regional emergency alerts into our broadcast stream, IP routers and switches for statewide distribution.

One important component of this system is the following:

- **Studio to Transmitter Link (STL) microwave - \$180,000 – OT General Fund:**

The microwave serves as the “last mile” of the delivery system to the transmitter broadcast signal. It connects the KAID Network Operating Center (NOC), KISU and KUID studios, as well as the Public Safety Communication distribution microwave to the transmitters. Each STL is critical to delivery of the broadcast signal to the region. Not staying within the industry replacement life cycle, we would not be able to deliver continued content to our viewers including news and public information. Without signal delivery, Emergency Alerts cannot be transmitted.

- Our current system does not include IP-based microwaves for all locations. This is a critical component of our broadcast signal and improving our ability to enhance broadcast capabilities. Currently we are transmitting in ATSC 1.0 but we must plan for ATSC 3.0, for Next Gen TVs. The data insertion capabilities of ATSC 3.0 affords a unique opportunity to deliver situational data not only to first responder but to the public as well.
- There are five (5) segments to this system, and they will cost approximately - \$36,000 each. We do not need to replace all five segments at one time.

If a supplemental, what emergency is being addressed? N/A

Specify the authority in statute or rule that supports this request.

IdahoPTV is a State educational agency (Idaho Code §67-5302 (33) (e)) under the governance of the Idaho State Board of Education. This equipment is critical for IdahoPTV to efficiently fulfil its role as an educational agency.

We need this funding to help us sustain a stable broadcast infrastructure for viewers who rely on our programming for education and news and public affairs.

While Title 31 Chapter 48 – Emergency Communications Act does not specifically call out IdahoPTV, it does imply the need for the role IdahoPTV plays in the emergency broadcast system. The Idaho Military Division relies on our partnership for public safety. Section 31-4801 states, in part, the following:

PURPOSE. The legislature recognizes that providing consolidated emergency communications systems and interoperable public safety communications and data systems is vital in enhancing the public health, safety, and welfare of the people in the state of Idaho. The legislature further finds that there is an obvious need for providing a means to finance the initiation, maintenance, operation, enhancement and governance of interoperable and consolidated emergency communications systems.

Please identify the performance measure, goal, or priority this request is intended to improve in the strategic plan or performance measurement report.

While this request is not meant to increase any performance goal since it is a replacement of outdated equipment, it is meant to maintain our current performance measures.

In addition, if funded, this request will help us meet the following performance goals for IdahoPTV:

- Percentage of Idaho’s population within our signal coverage area – 98.9%
 - Whole communities, especially rural ones, rely on IdahoPTV’s high quality educational and news and public affairs programming.
 - Without coverage they may not be receiving Amber, weather and other emergency alerts if the broadcast system was to experience an outage.
- Since this equipment feeds our entire broadcast delivery system, when it is down, more than just over-the-air broadcast is affected. Some cable and satellite providers (Dish and DirecTV) will be affected as well as all online streaming platform delivery.

What is the anticipated measured outcome if this request is funded?

There are many possible measurable outcomes if this request is funded.

- The percentage of Idaho's population served by our over-the-air broadcast signal.
- And a new measure can be the total broadcast hours uptime when compared to the totals possible broadcast hours (5 channels x 24 hours x 7 days x 52 weeks = 43,680 hours).
- Number of alternate delivery platforms to which our content is delivered.

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

N/A

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No, staff will not be redirected.

Detail any current one-time or ongoing OE or CO and any other future costs.

Our current on-going General Fund appropriation does not allow us to keep up with all maintenance and capital replacement costs as we should. But IdahoPTV uses its funding wisely and prioritizes needs to keep the statewide broadcast system operating. If equipment is maintained correctly during its useful operational lifespan, we believe maintenance costs will not substantially impact our ongoing General Fund operating budget.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

The cost of this equipment is based on what we paid for the previous system and a list price from a proposed manufacturer.

Provide details about the revenue assumptions supporting this request.

N/A

Who is being served by this request and what is the impact if not funded?

As mentioned above, IdahoPTV's over-the-air signal is vitally important for urban and rural areas alike. Idaho viewers access us over-the-air more than in most other states due to many factors. Geography and the rural nature of our state plays a role in this. Roughly 62% of Idahoans watch IdahoPTV on a regular basis. About 1/3 of the population watch over-the-air using a standard antenna. The remaining percentage of

viewers access us via cable and satellite operators around the state. A small but growing percentage watch us live via streaming or use our on-demand streaming service.

Here's what the Broadcast System Carries:

IdahoPTV carries education, entertainment and news and information programming for free for all Idahoans. We also broadcast emergency alerts signals (EAS) in several regions of the state to make alerts more applicable to the viewer. Multiple agencies feed into the EAS system including National Oceanic and Atmospheric Administration (NOAA), Federal Emergency Management Agency (FEMA), Amber Alerts and mandatory federal alerts.

IdahoPTV's broadcast system serves as the backup carrier for wireless emergency alerts or WEA signals to Idaho's wireless carriers.

Based on our growing partnership with the Idaho Office of Emergency Services, IdahoPTV must have reliable equipment to distribute regionally focused emergency alerts and be able to offer live broadcast of emergency events from the state officials whenever needed.

What are the consequences if this project is not funded?

IdahoPTV is Idaho's only statewide broadcaster. Aging equipment leads to signal failures and prolonged outages. All parts of the system (network operations, transmitters, translators) must be functioning to send any EAS alert.

Our viewers expect programming to be delivered consistently, in high quality and on time. If we fail to deliver on these promises, then we will lose viewers and donations. Over time we could lose the reason people watch.

Our network operations, and to a large extent, our broadcast infrastructure system, feed cable, satellite, IP-based cable, online streaming services and more. If parts of the interdependent system are not working, we risk our signal not being available to one or all of these platforms that viewers use to receive the IdahoPTV signal. On many platforms this would include emergency alerts.

Whole communities, especially rural ones, rely on IdahoPTV's high quality educational programming and may be in danger of not receiving Amber, weather and other emergency alerts.

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SUBJECT

FY 2026 Capital Budget Requests

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.B.8. and Section V.K.

BACKGROUND/DISCUSSION

The capital projects request process is separate from the line-item budget request process. The Permanent Building Fund Advisory Council (PBFAC), which is supported by the staff of the Division of Public Works (DPW), has three major areas of focus when it considers and develops recommendations on institutional and agency requests for fiscal year construction projects: a) major new construction or remodeling projects, typically costing well over \$1M (referred to as “Capital” or “Part A” projects); b) smaller alteration and repair projects (referred to as “A&R” or “Part B” projects); and c) projects to comply with the Americans with Disabilities Act (“ADA” projects). The institutions must provide their detailed requests to DPW by August 1, accompanied by updates to the institutions’ rolling six-year capital project budget (“Part C”) plans. The PBFAC will hear agency/institution capital project, A&R, and ADA requests in October. Subsequently, DPW and the PBFAC will review all requests for projects involving Permanent Building Fund (PBF) dollars and will develop a list of recommended projects for all state entities to fit the projected available Permanent Building Funds for the upcoming legislative cycle. DPW will work with the Division of Financial Management (DFM) and the Legislative Services Office (LSO) to develop, in turn, the Governor’s recommendation and the Legislature’s appropriation for capital, A&R, and ADA projects. The construction and maintenance needs of the higher education institutions (with deferred maintenance needs estimated in hundreds of millions of dollars) far exceed the Permanent Building Funds available for rationing by the PBFAC, Governor, and Legislature.

This agenda item deals with Board approval only for the capital project (Part A) requests and projected six-year capital project plans (Part C) from the four-year institutions. Summaries of the community colleges’ capital project requests are provided for information only—those requests are vetted by the community colleges’ local boards of trustees prior to submission to PBFAC. This agenda item does not deal with A&R and ADA requests. Projects shown have been prioritized by each institution. The project descriptions provided below were prepared by the institutions.

In addition to A&R projects, the following capital requests were appropriated in the FY 2025 PBF budget (S1197):

Boise State University	13,000,000
Idaho State University	7,000,000
University of Idaho State	4,000,000
Lewis-Clark State College	6,115,000

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College of Western Idaho: Student Learning Center

10,700,000

FY2026 Capital Project Requests:

Boise State University (BSU) has two major capital projects.

BSU's first project is for the 3rd Floor Labs buildout of the additional funding for the buildout of the 3rd floor labs in the Micron Center for Materials Research. The unfinished portion of the third floor was approximately 8,470 gross square feet with a layout allowing for 11 future research lab modules. BSU received PBF funding in FY22 and FY24 to build out a portion of the space for research labs. Those funds are currently assisting a project that's underway, which will finish 3,650 square feet and provide five new research labs. Additional FY2025 funding has been awarded which will allow the university to finish out another 1-2 labs and shared equipment space (approx. 2,000 square feet). This FY26 funding request will finish out the remainder of the shelled space (approximately 2,000 square feet) providing 1-3 additional labs.

BSU's second project is renewal of Building 034 (Riverfront Hall). The building is approximately 67,000 gross square feet and was built in 1971. The building has served the campus community for over 50 years and the university intends to continue using the building into the foreseeable future. In order to ensure future use of the building, a renewal and refresh of the building is warranted. Project funds will support the entire scope of the building renewal, with a goal of consolidating the School of Public Service in the renewed building. BSU is requesting \$15M in PBF funds in FY 26.

Idaho State University (ISU) has two major capital projects.

The first project is a new Life Science Complex which will create essential and modern teaching and research facilities to train the next generation of Biological Sciences researchers and Health Sciences professionals. The proposed complex will be 108,000 gross square feet gross square feet including site preparation, FF&E, and all soft costs. ISU is requesting \$42M in PBF funds in FY26.

ISU's second project is the new Sports and Orthopedic Center. This project will renovate the existing Sports and Orthopedic Center and enhance ISU's ability to serve the well-being and training needs of ISU student athletes. ISU is not requesting PBF funds since institutions funds will pay for this project.

University of Idaho (UI) has three major capital projects.

UI's first priority is for new Joint Military Science and Veterans Assistance Center. The project request consists of two main components:

1. Component 1: Renovation of, and minor addition to the existing Targhee Hall to create a Joint Military Science Education and Training Center Facility and Veterans Assistance Center Facility.

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2. Component 2: Creation of a new Parking Facility with Court Sport and Recreational Opportunities.

The total cost of the project is \$15.84M and UI is requesting \$8M in PBF funds in FY 26.

UI's second priority is for the Broadband Infrastructure Security and Resiliency Improvements. First the university seeks to design and construct a comprehensive and complete set of improvements to the campus fiber data and communications infrastructure associated with the main campus of the university in Moscow, Idaho. Second the university seeks to design and construct a secure Open Top Secret (OTS) facility. Such an OTS facility is required by the university's increasing research in Cybersecurity and related field. Third, the university seeks to partner with a third-party, non-profit organization to locate an Internet Exchange Point (IXP) facility on the campus of the University of Idaho.

The total cost of the project is \$12.25M and UI is requesting all in PBF funds in FY 26.

UI's third priority is for the Science and Engineering Research Complex. This project constructs a new four-story state of the art laboratory facility to promote robust, multi-disciplinary research programs across the Colleges of Engineering and Science. These programs further integrate innovative research systems capable of transcending college boundaries to identify solutions to grand challenges in innovation and discovery. The facility is approximately 100,000 GSF and includes both modular and traditional laboratory spaces needed to accelerate existing research strengths and enhance our ability to retain of our world class faculty while increasing our ability to attract and recruit leaders in specific fields critical to solving the challenges facing Idaho today and tomorrow.

The total cost of the project is \$100M and UI is requesting all in PBF funds in FY 26.

Lewis-Clark State College (LCSC) has two major capital projects.

LCSC's first priority is the Mechanical-Technical Building HVAC Upgrades. The system has been identified as end-of-life by an independent deferred maintenance study. Replacement parts are becoming increasingly difficult to source, and Physical Plant staff expend increasing amounts of labor hours in keeping the systems running. Manufacturer support and parts for these systems will soon be unavailable. LCSC is requesting \$5.568M in PBF funds in FY26.

LCSC's second priority is for the Sam Glenn Complex Remodel. This project involves replacing the failing plumbing, electrical, building insulation and HVAC systems as well as ceiling tile structure, installing new flooring/carpeting, window replacement, enlargement and additions, and addresses other minor repairs and

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needed painting. The ceiling tiles have a flaw in the design with the fixture method and need to be repaired as tiles are currently dislodging and falling at random times. This will be accomplished one floor at a time with the top floor being accomplished first. LCSC is requesting \$8.35M in PBF funds in FY26.

The College of Eastern Idaho's (CEI) request is for Welding Program upgrades. This will include changing Sessions Building room 150 from Diesel Mechanics to Welding. This requires expanding the ventilation system, increasing the electrical capacity, and remodeling other aspects of the room to accommodate welding booths.

College of Southern Idaho has one major capital project.

The Shields Academic Building Renovation project will be a comprehensive renovation to reinforce structural systems; repair and upgrade aging communication, electrical, plumbing, and HVAC systems; replace worn finishes; remedy accessibility issues; and replace life safety systems. The building is 55 years old and is approximately 49,300 SF.

The Shields Building houses programs such as Mathematics, English, and Biology. Renovating this building will increase the number of students we can serve by facilitating more on-line hybrid classes and increasing computer labs. It will replace obsolete infrastructure in biology laboratories. It will also provide ADA accessible work and study spaces in lecture halls and laboratories.

College of Western Idaho (CWI) has three major capital projects.

CWI's first request is to develop the CWI Main and Whitewater campus - Phase 1 in Boise. This building will contain multiple classrooms, I.T. labs, One stop services (admissions, registration, counseling and financial aid), Library, Tutoring Services and office space for staff and faculty. It is also anticipated that surface parking will be provided during this initial phase. CWI is requesting \$10M from PBF with CWI contributing \$20M for a total project cost of \$30M.

CWI's second request is for the Health Science Building 2nd floor shell and core space. CWI is requesting funding to complete the build out of the core & shell space constructed in Phase 1 of the Health & Science building. Additional space will allow CWI to relocate and expand the current Occupational Therapy Assist and Physical Therapy Assist programs into the new building which will further support synergies around CWI's Health & Science programs. CWI is requesting \$2.85M from PBF with CWI contributing \$.15M for a total project cost of \$3M.

CWI's third request is for the Health Science Building Phase 2. This additional funding will be used to construct a Phase 2 expansion of the recently funded Phase 1 Health & Science building (currently in progress under a Design/ Build agreement with DPW). The Phase 2 space will allow additional Health and Science programs including Medical Assist and Certified Nursing Assist to be moved onto the main

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Nampa campus in the new Health & Science building. Additionally, large capacity classroom space will be developed to support the growth of Health and Science programs. Bringing these additional programs into the Health Science building will allow an increase in collaboration between Health and Science disciplines. Additionally, this will provide recruiters and employers a central location for future student recruitment. CWI is requesting \$8M from PBFAC with CWI contributing \$2M for a total project cost of \$10M.

North Idaho College (NIC) request is for a new Post and Emergency Responder Training Facility. This project is a training facility on land already owned by North Idaho College. The facility would include training space for first responders including a classroom, skid pad, indoor shooting range and EVOG (emergency vehicle training) driving course.

IMPACT

Only Board-approved major capital projects can be forwarded to the PBFAC. Following Board approval, DPW, PBFAC, DFM, and LSO will be informed of the Board's recommendations. A Board representative will brief the PBFAC on the Board's decision and any comments at the October PBFAC meeting, prior to agency presentations of their FY 2026 requests.

Board Policy V.K. requires institutions to bring their six-year capital project plans to the Board for review and approval at its regularly scheduled August meeting. These plans span six fiscal years going forward, starting with the upcoming fiscal year (FY 2026). Board approval of a six-year plan constitutes advance 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 the institution plan. The institutions can, and very frequently do, update years two through six components of their six-year plans, based on the approved funding and outcomes of their year one requests. Board approval of the six-year plans also allows the institutions to solicit and accept gifts in support of the projects listed in the approved plans.

ATTACHMENTS

- Attachment 1 - FY 2026 Major Capital Request Summary
- Attachment 2 - Boise State University Six-year Plan
- Attachment 3 - Idaho State University Six-year Plan
- Attachment 4 - University of Idaho Six-year Plan
- Attachment 5 - Lewis-Clark State College Six-year Plan
- Attachments 6-20 - Capital Project Summaries for agencies & institutions

STAFF COMMENTS AND RECOMMENDATIONS

Although current levels of funding from the PBF and other sources are not sufficient to meet the facility needs of the institutions, it is appropriate for the institutions and the Board to highlight the most urgent infrastructure needs in the system. An effective review and rationing system is in place to allocate available dollars to the highest need projects for the FY 2026 budget cycle. The FY 2026

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capital project requests from the institutions are reasonable, and they reflect continuity with previous capital planning efforts. The longer-term wish lists in the rolling six-year capital plans, while largely hypothetical, are a useful advance planning tool.

The attached six-year capital project plans include new projects as well as updated cost estimates.

Staff recommends approval of the institutions' FY 2026 capital project requests and their six-year capital project plans.

BOARD ACTION

I move to approve the capital projects listed in the table in Attachment 1 from Boise State University, Idaho State University, University of Idaho, and Lewis-Clark State College and to submit projects requesting Permanent Building Funds to the Permanent Building Fund Advisory Council for the FY 2026 budget cycle.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve the Six-Year Capital Improvement Plans for FY 2026 through FY 2031 for Boise State University, Idaho State University, the University of Idaho, and Lewis-Clark State College, as provided in attachments 2 - 5.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**State Board of Education
FY26 Major Capital Request Summary
(\$ in thousands)**

Board Priority	Institution/Agency & Project	Attachment	Total Project Cost		FY 2026 Request
			Perm. Building Fund	Total Funds	
	Boise State University				
1	Micron Center for Materials Research - 3rd Floor Labs Buildout	6	3,750.0	4,750.0	3,750.0
3	Riverfront Hall Renewal	7	15,000.0	25,000.0	15,000.0
	Idaho State University				
1	New Life Science Complex	8	42,000.0	127,700.0	42,000.0
2	Sports and Orthopedic Center	9	-	10,500.0	-
	University of Idaho				
1	Joint Military Science and Veterans Assistance Center Broadband Infrastructure Security and Resiliency	10	8,000.0	15,840.0	8,000.0
2	Improvements	11	12,250.0	17,250.0	12,250.0
3	Science and Engineering Research Complex	12	100,000.0	100,000.0	100,000.0
	Lewis-Clark State College				
1	Mechanical-Technical Building HVAC Upgrades	13	5,568.0	5,568.0	5,568.0
2	Sam Glenn Complex Remodel	14	8,350.0	8,350.0	8,350.0
	College of Eastern Idaho				
1	Bldg #1, Remodel and Ventilation - Welding Tech Program	15	1,324.0	1,324.0	1,324.0
	College of Southern Idaho				
1	Shields Academic Building Renovation		25,000.0	25,000.0	25,000.0
	College of Western Idaho				
1	Develop CWI Main and Whitewater campus Phase 1	16	10,000.0	30,000.0	10,000.0
2	Health Science Building, phase 1	17	2,850.0	3,000.0	2,850.0
3	Health Science Building, phase 2	18	8,000.0	10,000.0	8,000.0
	North Idaho College				
	Post and Emergency Responder Training Facility	19	12,000.0	12,000.0	12,000.0
	Total		\$ 254,092.0	\$ 396,282.0	\$ 254,092.0

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ATTACHMENT 2

SIX-YEAR CAPITAL IMPROVEMENT PLAN								
FY 2026 THROUGH FY 2031								
Institution: Boise State University								
Project Title	Est. Cost	Prev. Fund.	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
			Total	Total	Total	Total	Total	Total
Centennial Plaza	2,000,000	0	2,000,000					
MCMR - Third Floor Laboratories	7,000,000	0	7,000,000					
First Year Student Housing	59,550,000	49,550,000	10,000,000					
Construction Management Building*	8,000,000	0	6,000,000	2,000,000				
Faculty and Staff Housing Development*	12,000,000	0	8,000,000	4,000,000				
Science Research Building	120,000,000	30,936,000	32,000,000	30,000,000	27,064,000			
Athletic Facilities and Title IX Upgrades	5,000,000	0	5,000,000					
Albertsons Stadium - North End Zone Expansion**	65,000,000	5,000,000	45,000,000	15,000,000				
Auxiliary Gym Renovation**	12,000,000	0	6,000,000	6,000,000				
Biomechanics Research Lab	8,000,000	0	4,000,000	4,000,000				
Lusk Area Development*	10,000,000	0		10,000,000				
Riverfront Hall - Remodel and Renewal	25,000,000	0		25,000,000				
HML Addition and Renovation	3,000,000	0		3,000,000				
University Drive Improvements	4,800,000	0		2,550,000	2,250,000			
Campus Operations Building - Phase 2	20,000,000	0		20,000,000				
Parking Structure	50,000,000	0			25,000,000	25,000,000		
Student Academic and Welcome Center	90,000,000	0			40,000,000	50,000,000		
Upper Grade Level Student Housing*	10,000,000	0			10,000,000			
Hemingway Building - Remodel and Renewal	5,800,000	0				5,800,000		
Morrison Center Addition and Renovation	45,000,000	0					45,000,000	
Existing Science Building Renovation	30,000,000	0			5,000,000	25,000,000		
Health Sciences Building	55,000,000	0						55,000,000
Deferred Maintenance	90,000,000	30,000,000	30,000,000	30,000,000				-
Total	737,150,000	115,486,000	155,000,000	151,550,000	109,314,000	105,800,000	45,000,000	55,000,000

*May entail a non-State Entity and/or public-private partnership delivery model. **Component of the Athletics Master Village Plan

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ATTACHMENT 3

FY 2026

ISU Six Year Capital Improvement Budget - proposed priority order

6/21/2024

Description	FY2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Life Science Complex	\$127,700,000					
Sports and Orthopedic Center *	\$10,500,000					
Remodel RFC for COH Nursing, Rad Tech, and other KDHS - PH 1		\$32,880,816				
New Housing Apartment Building (350 beds) *		\$72,100,000				
ISU Health and Wellness Center (Clinic Consolidation)		\$60,623,640				
Greenhouse Addition, Plant Sciences			\$2,233,464			
Remodel Basement Space, Eli Oboler Library			\$3,003,000			
Phase 2 HVAC Upgrades, Administration			\$3,648,427			
Research Lab Renovations, College of Pharmacy, Meridian			\$6,860,700			
Meridian Dental Hygiene Expansion			\$5,082,000			
Meridian Master Plan Expansion on Locust Grove (Phased project - PH1)				\$50,000,000		
Holt Arena Phase 2 and 3: Spine and Basketball Arena*				\$97,828,500		
Gravelly Hall - Upgrade the heating and cooling system					\$3,652,688	
Vocarts - Replace, HVAC, Fire Alarm & ADA restrooms					\$2,218,092	
Campus Housing Renovations & Remodeling					\$12,705,000	
University Place Building					\$67,499,250	
Academic Building						\$31,762,500
Six Year Capital Improvement Plan Total	\$138,200,000	\$165,604,456	\$20,827,591	\$147,828,500	\$86,075,030	\$31,762,500

* Agency or Donor Funded

 New Capital Projects

Notes: Modifications from 2025

Removed DM projects, added new projects this year, added Master plan projects

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 4

**SET C: SIX YEAR CAPITAL IMPROVEMENT PLAN
(Major Capital Projects greater than \$1 mil Total Project Cost)
FY 2026 THROUGH FY 2031
(\$ in 000's)**

Institution: University of Idaho
FY2026 FINAL Submittal 17 Jul 24

Project Title	Est. Cost	Prev. Fund.	FY 2026			FY 2027			FY 2028			FY 2029			FY 2030			FY 2031		
			PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total
1 Idaho Center for Agriculture, Food, and Environment (CAFE) Research Dairy, Rupert, Ph. 1 CP200007, DPW 18-257	25,497	25,497	In Const Status as of 1 Jul 24																	
2 J.W. Martin Lab Building Systems Improvements CP230000, DPW 23-250	4,491	4,491	In Const Status as of 1 Jul 24																	
3 Energy Plant Wood Fuel Handling System Upgrades CP230026, MIED1/SPUPI FY2023 CapEx 23-107	3,056	3,056	In Const Status as of 1 Jul 24																	
4 FY2023 Deferred Maintenance Funds, Original UI Allocation of \$41 mil per DPW. After distribution to existing projects, the remaining amount is \$25.343 mil, placed into DPW PN 23-882. Note: This effort is delivered as a single project with multiple Task Orders.	25,343	25,343	In Const Status as of 1 Jul 24																	
5 Ag Science Building HVAC, Phase 2 CP230055, DPW 23-256	14,743	14,743	In Award Status as of 1 Jul 24																	
6 Idaho Center for Agriculture, Food, and Environment (CAFE) Research Dairy, Rupert, Ph. 2 CP200007, DPW 18-257	12,374	12,374	In Award Status as of 1 Jul 24																	
7 Meat Science and Innovation Center, FY2025 Maj Cap Request Priority 01 CP200032 Note: In Award Status as of 1 Jul 24. UI is requesting Additional Authorization at the August 2024 Meeting of the Board based on actual bids as received. If the Additional Authorization is accepted, the project cost will increase to \$17.2 mil.	14,100	14,100	In Bid Status as of 1 Jul 24																	
8 Nez Perce Drive Reconfiguration and Rebuild CP240003, DPW 24-253	2,097	2,097	In Design Status as of 1 Jul 24																	
9 Huckabay Medical Education Building Expansion CP240022	4,500	4,500	In Design Status as of 1 Jul 24																	
10 McCall Field Campus Improvements, Dining Lodge and Kitchen, CP240011, DPW 24-261	6,350	6,350	In Design Status as of 1 Jul 24																	
11 FY2024 Deferred Maintenance Funds, Original UI Allocation of \$51.55 mil per DPW. After distribution to existing projects, the remaining amount is \$25.343 mil, placed into DPW PN 23-882. Note: This effort is delivered as a single project with multiple Task Orders.	47,575	47,575	In Design Status as of 1 Jul 24																	
12 Housing and Auxiliary Facilities Improvements Initiative Initial Design and Development with the Master Builder	12,000	12,000	In Design Status as of 1 Jul 24																	
13 South Hill Neighborhood Development, Family Housing Housing and Auxiliary Facilities Improvements Initiative Priority 1.A, Const. Phase	38,000	Inc. Above	0	38,000	38,000															
14 South Hill Neighborhood Development, Graduate Student and Prof Housing Housing and Auxiliary Facilities Improvements Initiative Priority 1.B, Const. Phase	50,000	Inc. Above	0	50,000	50,000															
15 Wallace Residence Center Renovations and Improvements Housing and Auxiliary Facilities Improvements Initiative Priority 1.C, Const. Phase	15,000	Inc. Above	0	15,000	15,000															
16 Theophilus Tower Renovations and Improvements Housing and Auxiliary Facilities Improvements Initiative Priority 1.D, Const. Phase	16,000	Inc. Above	0	16,000	16,000															
17 Joint Military Science Education & Training and Veterans Assistance Center FY2026 Maj Cap Request Priority 01	15,840	0	8,000	7,840	15,840															
18 Broadband Infrastructure Education and Research Security and Resiliency FY2026 Maj Cap Request Priority 02	17,250	0	12,250	5,000	17,250															
19 Science and Engineering Research Complex FY2026 Maj Cap Request Priority 03	100,000	0	100,000	0	100,000															
20 ASUI Kibbie Activity Center Electrical Service Replacement CP230047, MIED1/SPUPI FY2023 CapEx 23-317	4,685	177	0	4,507	4,507															

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 4

SET C: SIX YEAR CAPITAL IMPROVEMENT PLAN
(Major Capital Projects greater than \$1 mil Total Project Cost)
FY 2026 THROUGH FY 2031
(\$ in 000's)

Institution: University of Idaho
FY2026 FINAL Submittal 17 Jul 24


Project Title	Est. Cost	Prev. Fund.	FY 2026			FY 2027			FY 2028			FY 2029			FY 2030			FY 2031		
			PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total
21 Energy Plant Ash Handling System Upgrades UI CP240017, MIED1/SPUPI FY2023 CapEx 23-102	2,809	256	0	2,553	2,553															
22 Energy Plant Boiler Controls Modernization UI CP240018, MIED1/SPUPI FY2023 CapEx 23-109	4,659	440	0	4,219	4,219															
23 Wood Boiler Capital Renewal Phase 1 UI CP240069, MIED1/SPUPI FY2025 CapEx 25/1-101	3,264	363	0	2,901	2,901															
24 Domestic Waterline Replacement on Blake Avenue UI CP TBD, MIED1/SPUPI FY2025 CapEx 25/4-047	2,876	351	0	2,525	2,525															
25 South Hill Housing Utilities Improvements UI CP240069, MIED1/SPUPI FY2025 CapEx 25/1-101	TBD	0	0	TBD	TBD															
25 West Farm Primary Distribution Improvements Proposal A UI CP TBD, MIED1/SPUPI PN TBD	11,104	546				0	10,559	10,559												
26 McCall Field Campus Improvements Teaching and Learning Center #	5,300	0				0	5,300	5,300												
27 Wallace Residence Center Electrical Service Replacement (Proposal A) UI CP TBD, MIED1/SPUPI FY2025 CapEx 25/3-088	3,259	268							0	2,991	2,991									
28 Idaho Center for Agriculture, Food, and Environment (CAFE), Food Processing Pilot Facility at CSI, Twin Falls	5,000	0							0	2,500	2,500		2,500	2,500						
29 Undergraduate Apartment Housing # Housing and Auxiliary Facilities P3 Priority 2	TBD	0																		
Totals:	467,174	174,528	120,250	148,546	268,796	0	15,859	15,859	0	5,491	5,491	0	2,500	2,500	0	0	0	0	0	0

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024
CAPITAL BUDGET REQUEST
SIX-YEAR PLAN FY 2026 THROUGH FY 2031
CAPITAL IMPROVEMENTS**

ATTACHMENT 5

AGENCY: Lewis-Clark State College

PROJECT DESCRIPTION/LOCATION	FY 2026 \$	FY 2027 \$	FY 2028 \$	FY 2029 \$	FY 2030 \$	FY 2031 \$
MTB HVAC Upgrades	\$5,568,000					
Sam Glenn Complex Remodel	\$8,350,000					
Talkington Hall Remodel		\$14,818,000				
Meriwether Lewis Hall Updates		\$23,447,500				
Administration Building Updates		\$3,528,000				
Center for Student Athlete Success			\$33,016,000			
Reid Centennial Hall Remodel			\$21,137,000			
Central Heat Plant				\$35,280,000		
Living/Learning Center & General-Purpose Facility					\$29,400,000	
CTE/WFT						\$29,400,000
TOTAL	\$13,918,000	\$41,793,500	\$54,153,300	\$35,280,000	\$29,400,000	\$29,400,000

Agency Head Signature: 

Date: 07/16/2024

MAJOR CAPITAL BUDGET REQUEST #1

FY 2026

CAPITAL IMPROVEMENT PROJECT DESCRIPTION
(New Buildings, Additions or Major Renovations)

Project Title: Third Floor Labs Buildout - Building 393 (MCMR)

Institution/Agency: Boise State University

Brief Description:

Boise State University continues to experience increased demand for facilities that support laboratory-based instruction and research. The requested funds will provide additional research laboratory spaces in a portion of the third-floor shelled space in Building 393, the Micron Center for Materials Research (MCMR). Completing this space in the MCMR building will enable programmatic growth and relieve existing space constraints.

Project Scope:

Construction of New Science Research and Academic Building

Estimated Project Size: 2,000 Square Feet

Project Components:

1-3 state-of-the-art research labs to include:

- Laboratory casework
- Chemical fume hoods
- Wall and ceiling finishes
- Utilities including electrical, lighting, HVAC, plumbing, data and specialized systems

Estimated Project Cost:

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$3,750,000
Bond, Donor and other University Funds	\$1,000,000
Total Estimated Cost	\$4,750,000

1. Project Description and Justification

During the initial construction, the third floor of MCMR was shelled out for future occupancy. This unfinished area was approximately 8,470 gross square feet with a layout allowing for up to 11 future research lab modules. The university received PBF funding in FY22, FY24 to build out a portion of the space for research labs. Those funds are currently assisting a project with a summer of 2024 completion, which will finish out 3,650 square feet and provide five new research labs. Additional FY2025 funding has been awarded which will allow the university to finish out another 1-2 labs and shared equipment space (approx. 2,000 square feet). This FY26 funding request will finish out the remainder of the shelled space (approximately 2,000 square feet) providing 1-3 additional labs.

As the university continues to experience growth in the student population, we also experience growth in our research mission. From our Strategic Plan, *Blueprint for Success*, the university is committed to “fostering an environment where research and creative activity thrive” and creating a “vibrant research community where all undergraduate students can engage in high impact research and creative experiences.” New research space is needed to support this critical activity.

This project supports various Strategic Planning goals, especially those that relate to the institution’s focus on STEM-related fields. However, Goal 3 to “Advance Research and Creativity Activity” is closest aligned. The strategies supporting that goal are:

1. Provide the physical space, policies, information systems, technology, budgetary and human resources to sustain and grow research and creative activities.
2. Develop an integrated, transdisciplinary, and accessible research ecosystem dedicated to student excellence and success.

2. Project Components

This project will install wall and ceiling finishes, electrical power, lighting, HVAC, plumbing, data outlets, laboratory cabinets and chemical fume hoods in the laboratory spaces to create advanced wet labs, which are in high demand on the university’s campus. With this funding, the university hopes to complete the buildout of the third floor.

3. Alternatives

The current and future shortage of quality research spaces impinges on the university’s ability to attract and retain new faculty and grant funding. If the university is not able to finish out these spaces, opportunities for research growth will be constrained.

4. Vacated Space

A recent space utilization study indicated a significant shortfall in research spaces at the university. The study assessed peer universities, as well as Boise State’s ratio of space

available for active researchers. A portion of the new labs will be used to support Biology and/or Chemistry, potentially creating vacant space in Building 072 (existing Science Building), of which may be repurposed for new research faculty or teaching labs.

5. Images

The labs that are currently funded and slated to be completed in the near future are shown in blue on the image to the left. The area that will be constructed with the FY2025 funding are shown in orange and the remainder of the work to be completed with FY2026 funding is shown in green.

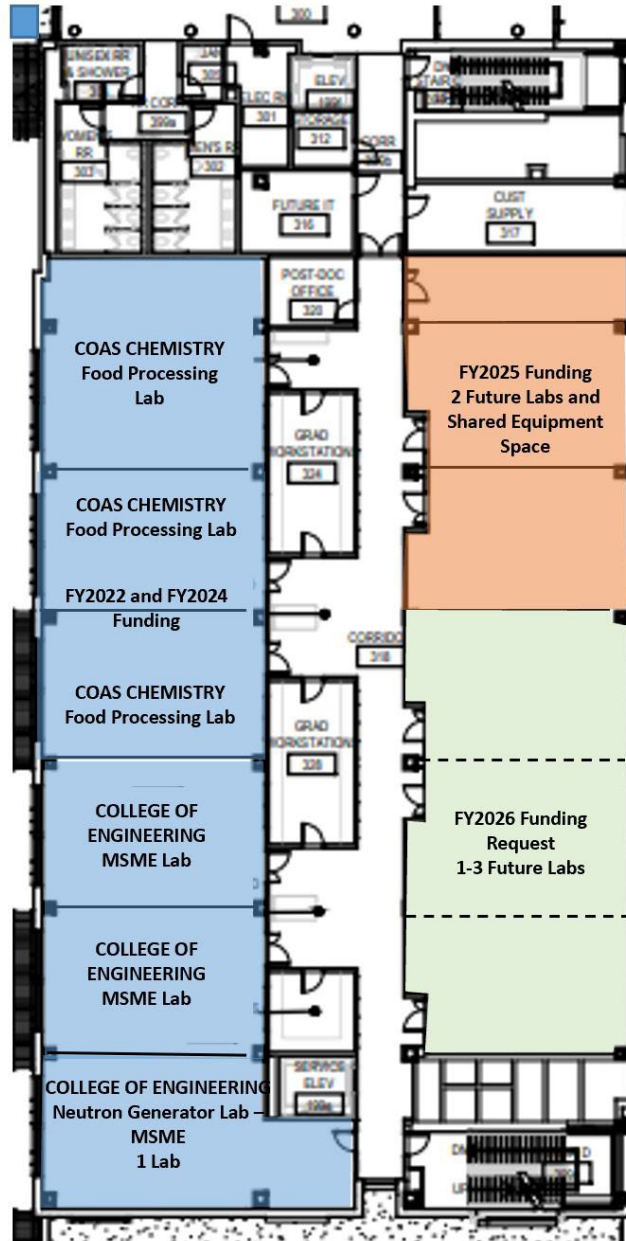


Fig. 1: MCMR Third Floor Occupants June 2024



Fig. 2: Southeast Portion of Third Floor to Be Completed in FY2026



Fig. 3: Unfinished Space and Exposed Utilities of Third Floor to Be Completed in FY2026



Fig. 4: Additional Unfinished View of Third Floor to Be Completed in FY2026

MAJOR CAPITAL BUDGET REQUEST #2

FY 2026

CAPITAL IMPROVEMENT PROJECT DESCRIPTION
(New Buildings, Additions or Major Renovations)

Project Title: Building 034 (Riverfront Hall) Renewal

Institution/Agency: Boise State University

Brief Description:

Building 034, Riverfront Hall, is approximately 67,000 gross square feet and was built in 1971. The building has served the campus community for over 50 years and the university intends to continue using the building into the foreseeable future. To protect the longevity and future use of the building, a renewal and refresh is warranted. Project funds will support the entire scope of the building renewal, including elements that support the consolidation of the School of Public Service within.

Project Scope:

Renovation and Renewal

Estimated Building Size: 67,000 GSF

Project and Building Components:

- Space reconfigurations and renovations
- Mechanical, electrical, plumbing and data infrastructure upgrades
- Building system upgrades, including the exterior envelope
- Lighting, floor and wall finish upgrades
- Address building code and ADA deficiencies
- Repair of the upper exterior plaza

Estimated Project Cost:

Total Project Cost

<u>Fund Source</u>	Amount
Permanent Building Fund	\$15,000,000
University Funds	\$10,000,000
Total Estimated Cost	\$25,000,000

1. Project Description and Justification

A number of facilities on Boise State's campus have reached an age of 50 or more years. Several of these aging buildings are strong candidates for capital renewal, whereby major systems are upgraded and spaces throughout are modernized. This process 'resets the

clock' on a building, giving it another 40 or more years of programmable use. Based on current construction market conditions, the cost to build a new building of this size is estimated between \$45 million to \$50 million and would take 4-5 years to plan and construct. When factoring the cost of new construction, the central campus location, and the numerous classrooms and functions that are already programmed within, Riverfront Hall is a prime candidate for a full building renewal.

Project funds will support the entire scope of the renewal, with a primary goal of preserving classroom spaces and consolidating the School of Public Service in the renewed building. The School of Public Service is one of Boise State's premier programs, but the College is located in multiple buildings across campus, creating numerous challenges for operations and growth. A co-location at Riverfront Hall would negate the need to build a new standalone facility – a prior capital improvement request from Boise State.

2. Project Components

The project is a building renewal and refurbishment with extensive renovations. The scope includes remodeling to accommodate the School of Public Service and to address building code and ADA deficiencies, infrastructure system upgrades (mechanical, electrical, lighting, plumbing and data); repairs to the exterior envelope and finish upgrades/replacement (floors, walls, ceilings) throughout. In addition, the upper exterior plaza will be repaired and resurfaced. Opportunities to enhance the building's interface with the Boise River and Greenbelt will also be evaluated.

3. Alternatives

If the renewal does not occur, deferred maintenance and the need for an extensive capital renewal at Riverfront Hall will be postponed, ultimately increasing the long-term expense of the facility and increasing the possibility of costly unexpected failures. Additionally, the university will have to identify another facility (or construct a new facility) to accomplish the co-location of the School of Public Service.

4. Vacated Space

The building is currently fully occupied; however, there is an opportunity to relocate some of the office/administrative spaces to the periphery of campus in buildings that are suitable for these functions. In addition, three Biology Teaching Labs will be relocated once a new Science Research Building is constructed. A co-location of the School of Public Service in this building will free up space in the Environmental Research Building as well as several other locations around campus, creating occupancy opportunities for existing and new academic programs in need of additional space.

5. Images



Fig. 1: Riverfront Hall Facade



Fig. 2: Exterior Structural Damage



Fig. 3: Dated Interior at Entrance Lobby



Fig. 4: Poor Lighting in Stairwells

CAPITAL BUDGET REQUEST FY 2026
CAPITAL IMPROVEMENT PROJECT DESCRIPTION

(New Buildings, Additions or Major Renovations)

AGENCY: Idaho State University AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION: New Life Science Complex

CONTACT PERSON: Mark Andersen TELEPHONE: 208-282-4086

PROJECT JUSTIFICATION:

(A) Concisely describe what the project is.

A state-of-the-art Life Sciences Complex designed to attract and retain top students and world-class faculty to ISU.

The Complex will create essential and modern teaching and research facilities to train the next generation of Biological Sciences researchers and Health Sciences professionals.

Idaho State University's program for their New Life Science Building includes Anatomy & Physiology, Biology, Organismal, Microbiology/Biochemistry/Molecular, Classrooms, Research Labs & Faculty, Teaching Labs, Greenhouses, Animal Care, Molecular Research, and Administration.

Collaboratively, ISU's program group discussed high-utilization, flexible spaces, multi-use areas and interdepartmental space sharing. The proposed complex will be 108,000 SF costing \$98,570,000 for construction including site work, and \$21,708,000 for soft costs for a total of \$120,270,000 escalated cost based on bidding in 2028.

(B) What is the existing program and how will it be improved?

The 50-year-old Gale Life Science building requires extensive remodeling, repair and replacement. Many of the building systems and equipment pieces are original and beyond their useful life. ISU's previous master planning effort and facilities conditions audit with CSHQA Architects has identified the need to replace 21 separate infrastructure systems and modernize the existing labs, offices, and teaching spaces in the building. The recommendations included a building addition of 2,400 sq. ft. to house a new accessible entrance and elevator attached to each floor. The cost identified with these repairs nearly reached the cost of building new, and would require remodels phased over six years while the building remains occupied, causing extended stress and interruption for students and faculty.

(C) What will be the impact on your operating budget?

Operating costs within the new building will be reduced based on more energy efficient lighting and HVAC systems and a large reduction of deferred maintenance will be realized as we currently repair the Gale Life Science building bi-weekly for leaks and other issues.

(D) What are the consequences if this project is not funded?

The spaces and systems will continue to function at a substandard level and negatively impact our ability to recruit and retain students and faculty. The system components will wear out and ISU is already challenged to locate or fabricate parts to rebuild and repair equipment. Building systems and infrastructure and equipment will have to be replaced piece meal, and possibly at inopportune times to continue to utilize the facility. This may result in emergency repairs, and severe interruptions to research and classroom spaces.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

<p>ESTIMATED BUDGET:</p> <p>Land \$ 0</p> <p>A/E fees \$ 7,000,000</p> <p>Construction \$ 98,570,000</p> <p>5% Contingency \$ 4,928,500</p> <p>F & E \$ 12,201,500</p> <p>Other (soft costs) \$ 5,000,000</p> <p>Total \$127,700,000</p>	<p>FUNDING: (The project will be funded by a combination of Agency, State appropriations, and bonding.)</p> <p>PBF: \$42,000,000</p> <p>General Account</p> <p>Agency Funds: \$35,700,000</p> <p>Federal Funds</p> <p>Bonding: \$50,000,000</p> <p>Total \$ 127,700,000</p>
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Agency Head Signature: _____

Date:

CAPITAL BUDGET REQUEST FY 2026
CAPITAL IMPROVEMENT PROJECT DESCRIPTION
(New Buildings, Additions or Major Renovations)

AGENCY: Idaho State University AGENCY PROJECT PRIORITY: 2

PROJECT DESCRIPTION/LOCATION: Sports and Orthopedic Center

CONTACT PERSON: Mark Andersen TELEPHONE: 208-282-4086

PROJECT JUSTIFICATION:

(A) Concisely describe what the project is.

This project will renovate the existing Sports and Orthopedic Center and enhance ISU's ability to serve the well being and training needs of ISU student athletes.

Currently, the existing Sports and Orthopedic Center is adjacent to the ICCU Dome but is owned and largely operated by Portneuf Medical Center (PMC). As our official sports medicine providers and team physician group, PMC wish to elevate Idaho State Athletics and provide the best care possible for Bengal student athletes. PMC has preliminarily agreed to gift the Sports and Orthopedic Center building to ISU via the ISU Foundation. ISU Athletics will raise funds to complete a major renovation of the facility, which will be a DPW managed project.

(B) What is the existing program and how will it be improved?

The proposed priorities of space to be renovated and created in the Center include:

- An updated Athletic Training Room, including
 - Athletic Training Coach Offices
 - Director of Sports Medicine/Head Team Physician Space
 - Hydrotherapy Center
 - Exam Rooms for us by Team Physician and Care Providers
 - Space for Diagnostic and Imaging Equipment
- Nutrition and Fueling Station
 - Office for Nutritionist
 - Office for Insurance Specialist
- Expanded Strength and Conditioning Center
- Large Football Team Film Room
- Small Olympic Sports Team Film Room/Position Film Room
- 4 or more Meeting Rooms, Classroom Style, may double as Study Space
- Student Athlete Lounge Space
- High Level of ISU identity Throughout
- Exterior Branding and Aesthetic Work
- Additional Coaching/Administrative Office Space

(C) What will be the impact on your operating budget?

Currently, ISU utilizes significant portions of this facility through the State leasing program. As the facility is gifted to ISU, the maintenance, upkeep, and operational costs of the facility will become the responsibility of Idaho State University. Operating costs will be reduced as systems in the building are upgraded to more efficient units, lighting, and space usage. Currently we do maintain the spaces that ISU leases.

(D) What are the consequences if this project is not funded?

No Permanent Building Funds are requested for this project. Funding for the entire renovation of this project will be provided through philanthropic gifts and strategic partner support. The project will represent a significant enhancement in ISU's ability to recruit and retain our student athletes. Peer institutions that have completed such projects have seen dramatic improvements in recruiting, the student experience, and team outcomes. This is an impactful and meaningful project for Idaho State University Athletics.

ISU's failure to complete this project will result in significant difficulties to recruit and develop student athletes, particularly as other Big Sky Conference peers continue to invest in these exact types of facilities.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING: (The project will be 100% funded by donor funds.)	
Land	\$ 0	PBF:	\$0
A/E fees	\$ 700,000	General Account	
Construction	\$ 7,735,000	Agency Funds:	\$10,500,000
5% Contingency	\$ 1,155,000	Federal Funds	
F &E(not part of total)	\$1,500,000	Bonding:	\$0
Other soft costs	\$455,000		
	Total	Total	\$ 10,500,000
\$10,500,000			

Agency Head Signature: _____

Date: _____

OFFICE OF THE STATE BOARD OF EDUCATION

SET A

PROJECT SUMMARY

Project Title: 01, Joint Military Science and
Veterans Assistance Center

Institution/Agency: University of Idaho



Joint Military Science Education & Training and Veterans Assistance Center Facility, Southeast view, Architect's Concept.

Brief Description:

With this project request, The University of Idaho desires to address multiple long-identified academic and campus planning issues and concerns in a strategic and integrated manner.

This project seeks to create a facility which will serve as a Joint Military Science Education & Training Center facility and Veterans Assistance Center facility. This new facility will both better serve the needs and requirements of the existing Reserve Officer Training Corps (ROTC) detachments of the various branches of the U.S. Armed Forces which are currently hosted at the University of Idaho and provide an

improved center to serve the needs of Veterans of the U.S. Armed Forces and their dependents during their time at the University of Idaho. The Joint Military Science Education & Training Center facility will provide opportunities for academic, educational, and training synergy, and will raise the profile of the university’s ROTC programs. The Veteran’s Assistance Center will provide better customer assistance, support, and access to programs, wellness services, and other services offered by the University of Idaho to veterans and their dependents during their academic career at the university.

In addition, this project seeks to build upon the new Military Science Education & Training Center and Veterans Assistance Center to leverage the investment by making additional improvements in the Nez Perce neighborhood, increasing functionality, improving aesthetics and the environment of the neighborhood, increasing the vitality of the neighborhood, and providing greater connections to the academic heart of the campus.

This project request seeks to work in a coordinated and integrated manner with additional project requests within the Alterations and Repair Category, funded in FY2024, to improve the overall environment of the neighborhood in alignment with the residential campus, transportation, and academic core goals of the university’s Long Range Campus Development Plan (LRCDP).

The two funded FY2024 projects are:

- DPW 24-253 E. Nez Perce Dr Parking Rebuild/ Reconfiguration, \$990,000
- DPW 24-254 W. Nez Perce Dr Parking Rebuild/ Reconfiguration, \$1,107,400

This project aligns with the goals and objectives of the FY2024-2029 State Board of Education Strategic Plan by creating a new facility and a campus environment which will support educational programs which equip students with skills future success.

Project Scope:

**Renovation and limited addition to the existing Targhee Hall
to develop a facility to serve two functions:**

GSF

1. Provide for a Joint Service Military Science Education & Training Center Facility
2. Provide for an expanded and improved Veterans Assistance Center

Building size:

16,500

Renovations and improvements of existing;
Limited scope addition;
Building Systems replacement and
Improvements; Site and utility
infrastructure as required;
Fixtures and equipment;
All project fees and related expenses;
Complete and functional facility

(existing plus addition)

Creation of new Parking Facility

Lot size:

Creation of new, fully developed and landscaped paved parking facility; To include all requisite and necessary access pathways, walks and stairs; Safety and security lighting; Landscape Islands and buffers; Court sports opportunities, Drill field for ROTC functions, Signage; and all necessary appurtenances for safe and functional operation.

Stalls
180 to 200
(target)

Estimated Total Cost:

Source of Project Funds (by fund source and amount):

Total Project Cost

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 8,000,000
Federal Funds	\$ 0
Bond Funds	\$ 0
Other (UI)	
Gifts and Developed Funds	\$ 6,840,000
University Funds	\$ <u>1,000,000</u>
	Total: \$ 15,840,000

Previous Appropriations

<u>Fund Source</u>	<u>Amount</u>
All Sources Secured to Date	
Gifts and Developed Funds to Date	\$ 6,840,000
University Funds	\$ <u>1,000,000</u>
	Total: \$ 7,840,000

Budget Year Request (FY2026)

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 8,000,000

Date Approved by State Board of Education:

Inclusion on the University of Idaho 6 Year Plan, FY2023, submitted July 1, 2021.

FY2026 represents the fourth year of request to the Permanent Building Fund for this project effort.

1. PROJECT DESCRIPTION AND JUSTIFICATION

There are several drivers behind this project request as the university seeks to address multiple long-identified academic and campus planning issues and concerns in a strategic and integrated manner.

First, the university seeks to combine and integrate the existing Reserve Officer Training Corps (ROTC) detachments of the various branches of the U.S. Armed Forces which currently exist at the University of Idaho. The university currently hosts detachments of the U.S. Army, U.S. Air Force, and U.S. Navy/Marines. These Reserve Officer Training Corps programs train students to become commissioned officers in the United States Armed Forces. Classroom instruction, physical fitness and practical exercises are used to develop college students into leaders, capable of leading their fellow Americans efficiently and effectively. College students enrolled in ROTC programs are provided with and develop leadership, resource management and communication skills which prepare them for success in any competitive environment. These programs continue a long-standing legacy and history of support of the U.S. military services at the University of Idaho.

However, these ROTC programs are scattered in three different facilities across campus, and opportunities for academic and program synergy are potentially lost. Further, the Navy/Marines ROTC unit has been displaced since a fire took place damaging their small facility beyond repair. The university desires to co-locate some, or all, of these functions in a single facility which will provide for opportunity, synergy, and greater visibility and potentially enhance recruitment and retention.

Second, the university seeks to provide for an improved, expanded, and dedicated space to house programs and staff dedicated to supporting U.S. Armed Forces Veterans during their academic career at the University of Idaho. Veterans' Services are currently located in approximately 500 nsf within one of the eight residential buildings which comprise the Living Learning Center on campus. Space in this existing facility is limited and this in terms limits staff and personnel available to provide programs and services to Veterans.

The university desires to improve customer service greatly and improve access to support and assistance programs by providing a dedicated, visible Veterans Assistance Center. Spaces within the desired Center include sufficient offices for staff, counselors, and certifying offices, Counseling Space and Rooms, Student Study Areas, Socializing Space, TRIO Program Space, Space for Veteran Success on Campus and VA VR&E Counselors, and a Wellness Center.

Locating this desired Veterans Assistance Center within the same structure as the Joint Military Science Education & Training Center facility will provide for synergy between the programs, opportunities for joint and shared learning experience, and raise the visibility of both programs, as well as enhance recruitment and retention of veterans as University of Idaho students.

Third, the university seeks to develop this new Joint Military Science Education & Training and Veterans Assistance Center facility in such a manner that it better anchors the southeast corner of the Nez Perce neighborhood and better ties this neighborhood to the academic core of campus. In terms of straight-line distance, the Nez Perce neighborhood is immediately adjacent to the Administration Lawn, the Heart of the Moscow Campus of the University of Idaho. Yet in terms of perceptions, it feels more remote. The intent of this project effort is to invest in this neighborhood and in a manner which results in increased student activities and general education use, providing life and energy in the neighborhood.

Last, the university seeks to upgrade and improve the aesthetics and environment within the greater Nez Perce neighborhood by investing in improved landscape and grounds, creating better connections to campus in general, providing improved parking opportunities, providing recreational and court sport opportunities, providing an outdoor space for use by the ROTC units for training, and improving service functions.

2. PROJECT COMPONENTS

The project request consists of two main components:

Component 1: Renovation of, and minor addition to the existing Targhee Hall to create a Joint Military Science Education and Training Center Facility and Veterans Assistance Center Facility

Targhee Hall was constructed in 1958 as a residential facility. It is of concrete frame construction with infill of concrete masonry unit (CMU) partitions. It consists of a two story residential wing with a single story space which served as dining hall and commons space. There is a full height basement under approximately half of the residential wing.

University Residences left the building in the late-2000's and it has remained unoccupied since. Most recently, Targhee hall was pressed into temporary service as an isolation facility as part of the university's response to the Covid Pandemic.

The facility is structurally sound and the university's campus comprehensive plan, the LRCDP, identifies it as a facility to be kept and one worthy of investment. However, many of its building systems need repair or replacement. Because of the structural concrete frame, the structure supports removing some of the CMU partitions to allow for the creation of more open spaces as required.

Targhee Hall is approximately 13,500 gsf, and approximately 11,000 nsf.

The project anticipates the necessary improvements and upgrades to Targhee Hall necessary to allow it to function as a Joint Military Science and Veterans Assistance Center facility. The intent and desire is to bring components of the university's Navy, and Air Force ROTC detachments together in a single facility which will allow for greater opportunities for academic, program and training synergies, and which will raise the profile and visibility of these detachments on campus. Currently, these ROTC detachments are dispersed across campus in various facilities. Such a new, renovated, combined, and more desirable and aesthetic facility will both anchor the university's investment in the Nez Perce neighborhood, but will also provide opportunities for ROTC program expansion, and enhance recruitment and retention efforts.

In addition, the university also intends to develop an improved and expanded Veterans Assistance Center at the former Targhee Hall, co-located with the Joint Military Science facility. Currently the university offers veteran's assistance and support programs from limited facilities with the Living Learning Center residential community. The limitations of the existing space limit the quantity and quality of the support programs the university currently offers. The university envisions an improved, expanded facility with greater visibility which will raise the profile of the Veteran's Assistance Center and expand the offerings and support it provides to the community it serves.

The exact mix of programmatic elements to be housed in the new facility is yet to be determined. While the desire is to create a facility of the greatest synergy possible, certain programmatic elements, such as the Army's Combat Arms Training Range currently located in the basement of the memorial Gymnasium is of a character and nature which cannot be supported in Targhee Hall. It is anticipated that an early architectural programming activity will need to be prerequisite to the design phase to seek out and determine the proper mix of services, classrooms, offices, administrative suites, cadet areas support areas and supply functions are best supported at Targhee Hall, either fully within the existing footprint and/or with a small scope addition.

Component 2: Creation of a new Parking Facility with Court Sport and Recreational Opportunities

Currently located behind Targhee Hall and below the Greek residences of the university's Nez Perce Greek residential neighborhood is a largely unused field resource formerly known as the "Band Field" due the use of it by the University of Idaho Marching Band for practice activities. With the completion of the Student Activity Fields in 2004/05, marching band practice has shifted to that new facility, leaving the "Band Field" unused.

The University of Idaho campus master plan, the LRCDP, anticipates the opportunity to convert this field to serve as a fully developed and landscaped parking resource to better support and serve parking needs in this neighborhood, reduce on-street parking on Nez Perce Drive, and provide a way to better facilitate and support the service requirements of the Greek residences in the neighborhood. Specifically, this parking facility will allow for the creation of screened dumpster locations below the Greek residences, removing the unsightly dumpsters from the front yard on Nez Perce Drive.

In addition, the planning for this parking resource anticipates the creation of court sport opportunities and an opportunity to create a mid-sized turf field which can support both pick-up recreation and the drill activities of the ROTC detachments in Targhee Hall.

This element of the project works in partnership with improvements to Nez Perce Drive and the creation of the Joint ROTC facility to vastly improve the functionality, aesthetics, and environment of the greater Nez Perce neighborhood.

Lastly, the creation of this parking resource anticipates the ability to create opportunities for three new Greek residences – 1 at the site of a former residence which was demolished in 2014/15, and two new sites on Blake Avenue, between Farmhouse residence and the new Joint Joint Military Science Education & Training and Veterans Assistance Center facility in the improved Targhee Hall.

3. ALTERNATIVES

Four alternatives have been studied to date.

Alternative 1: No Action

This alternative provides for no investment in either the ROTC facilities, the existing Veterans Services Center, or the greater Nez Perce neighborhood. The ROTC detachments would remain in their existing facilities, scattered across campus. The Veterans Services Center would remain in limited space within the Living Learning Center residential community. The majority of these facilities need repair and investment, and they are currently filled to maximum capacity, allowing no potential for expansion.

Additionally, there would be no investment in the environment of the Nez Perce neighborhood. The Nez Perce neighborhood currently suffers in perception as compared to the Elm Street Greek neighborhood, and this investment is required to improve the desirability of the Nez Perce neighborhood. Not making an investment in the Nez Perce neighborhood limits the opportunity for recruitment of new Greek organizations.

For these reasons, the university rejected this alternative.

Alternative 2: Renovations of the Existing Facilities

This alternative consists of an attempt to design and construct meaningful renovations of the existing spaces currently occupied by the ROTC detachments. While this is technically feasible, it leads to increased costs as the entirety of the existing facilities would require renovations, not just the spaces occupied by the ROTC unit, lest a disparity of condition of spaces within these facilities be the result.

Further, all opportunity for synergy amongst and between the service detachments would be lost, and the overall profile of the combined ROTC program would not be raised.

In regard to the existing Veterans Services Center, its current location in limited space does not allow for the necessary expansion required to offer a fuller range of services and support to veterans of the U.S. Armed Forces. Renovations are not needed, what is needed is additional space.

For these reasons, the university rejected this alternative.

Alternative 3: Construction of an all new Joint Military Science Education & Training and Veterans Assistance Center facility

While the construction of a completely new, purpose-built Joint Military Science Education & Training facility and purpose-built Veterans Assistance Center might be attractive, it would certainly be much more costly than renovation of the existing Targhee Hall. The opportunity to take advantage of the existing structure, and the existing investment in that structure would be lost. Additionally, demolition costs of Targhee Hall would need to be factored into the project costs.

For these reasons, the university rejected this alternative.

Alternative 4: Renovation and Conversion of the existing Targhee Hall and Construction of the Proposed new Parking facility.

This option would entail renovating Targhee Hall to serve as the joint Military Science and Veterans Assistance Center facility and constructing a fully developed and landscaped Parking facility as described herein.

The overall project expenses are expected to be less under this approach and the expectation is that it will result in an integrated, coordinated set of improvements which will support the needs and functions of the ROTC detachments, support the needs and functions of the Veterans Assistance Center, provide the opportunity for programmatic synergy and joint learning experiences, vastly improve the character and nature of the Nez Perce neighborhood, conform with the goals and objectives of the Long Range campus Development Plan, and support the improved recruitment and retention efforts of the university.

For these reasons, this is the university's preferred alternative.

4. VACATED SPACE

Depending upon the programmatic mix of units selected to be housed within the proposed Joint Military Science Education & Training Facility in the current Targhee Hall building, there is the potential for creation of vacated spaces in various facilities across campus. These spaces tend to be office spaces and suites within older facilities which might be suitably repurposed for use by other campus units.

As noted herein before, Air Force ROTC currently occupies approximately 1,200 nsf in Shoup Hall and Navy ROTC currently occupies approximately 6,000 nsf in Hays Hall. The university's current Veterans Services Office occupies approximately 500 nsf within the Living Learning Community

Specific uses and potential tenants for these spaces have yet to be identified.

The office, classroom, supply, and other general education functions of Army ROTC currently occupies approximately 4,300 nsf over and above the Combat Arms Training Range within Memorial Gymnasium. However, it is the intent that the Army ROTC detachment will remain in their existing, assigned spaces.

5. IMAGES

The following conceptual images of the proposed Joint Military Science Education & Training and Veterans Assistance Center and the development of a new parking facility to support the Nez Perce neighborhood were prepared in the spring of 2024.



Existing Condition, Targhee Hall



Joint Military Science Education & Training and Veterans Assistance Center, Southeast view, Architect's Concept.



Joint Military Science Education & Training and Veterans Assistance Center, Northwest view, Entrance to the Veterans Assistance Center, Architect's Concept.



Joint Military Science Education & Training and Veterans Assistance Center, Northeast view, Entrance to the Joint Military Science Education & Training Facility, Architect's Concept.



Existing conditions, Nez Perce neighborhood.



Conceptual rendering of the proposed new Parking Lot, Field/Drill/Training Space, and Court Sports facilities in the Nez Perce neighborhood.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 10

**SET A
PROJECT APPROVAL FORM**

CAPITAL PROJECT COST AND FUNDING SOURCE SUMMARY

Project Title: 01 Joint Military Science Education & Training Center and Veterans Assistance Center Building Statistics:

NASF: TBD
GSF: 16,000
Net to Gross 70% Targeted
Stalls, Target: 200

	Estimated Total Cost	Prior to Budget Year	1st Year FY26	2nd Year FY27	3rd Year FY28	4th Year FY29	5th Year FY30	6th Year FY31
PROJECT SUMMARY:								
A. Arch. & Engr. (Project Planning & Pre-Design)	167,111	0	167,111	0	0	0	0	0
Schematic Design	167,111	0	167,111	0	0	0	0	0
Design Development	334,194	0	334,194	0	0	0	0	0
Construction Documents*	584,840	0	391,843	192,997	0	0	0	0
Bid & Award Phase*	83,549	0	0	83,549	0	0	0	0
Construction Supervision**	334,194	0	0	110,284	223,910	0	0	0
B. Asbestos Abatement Arch/Eng/Hygienist Fees	15,000	0	0	15,000	0	0	0	0
C. Tests, Permits, Fees, Etc.	40,000	0	10,000	28,000	2,000	0	0	0
SUBTOTAL ARCH. & ENGR.	1,726,000	0	1,070,260	429,830	225,910	0	0	0
D. Moving, Administration	10,000	0	2,000	3,000	5,000	0	0	0
E. Asbestos Abatement	0	0	0	0	0	0	0	0
F. Construction*** (Inc. Const. Cont.)	13,329,200	0	0	4,398,636	8,930,564	0	0	0
G. Owner Construction Costs	19,500	0	2,925	15,600	975	0	0	0
H. Furnishings/Moveable Equipment	0	0	0	0	0	0	0	0
I. Contingency (Project)	755,300	0	151,060	453,180	151,060	0	0	0
TOTAL PROJECT REQUEST	15,840,000	0	1,226,245	5,300,246	9,313,509	0	0	0

SOURCE OF FUNDS:

Permanent Building Fund	8,000,000	0	8,000,000	0	0	0	0	0
General Education	0	0	0	0	0	0	0	0
Federal	0	0	0	0	0	0	0	0
Bond Sale	0	0	0	0	0	0	0	0
Bond Reserve	0	0	0	0	0	0	0	0
Parking Funds	0	0	0	0	0	0	0	0
Other Funds, including Gifts (UI Funds)	6,840,000	0	6,840,000	0	0	0	0	0
Dedicated Insurance Settlement Proceeds	1,000,000	0	1,000,000	0	0	0	0	0
TOTAL	15,840,000	0	15,840,000	0	0	0	0	0

Utilities TBD
Custodial TBD
Repairs & Maintenance TBD

PROPOSED SOURCE OF OPERATING FUNDS (If more than one source, please show relative percentages.): Joint ROTC Facility, General Education Funds; Nez Perce Neighborhood Parking Facility, Parking Permit and Enforcement Revenues

* Includes Reimbursable Expenses
** Includes Fees for On-Site Observation
*** Inc. Const Contingency

OFFICE OF THE STATE BOARD OF EDUCATION

SET A

PROJECT SUMMARY

Project Title: 02, Broadband Infrastructure Security and Resiliency Improvements

Institution/Agency: University of Idaho

Brief Description:

This project request seeks to design and construct an integrated solution to the University of Idaho's needs for secure and resilient facilities and infrastructure required to support current and anticipated education and research communication needs. The scope of the project includes two items for which the university is seeking funding support by the State of Idaho Permanent Building Fund (PBF), and a third item which the university anticipates will be funded by a third-party and leveraged by the university as part of a comprehensive solution.

First the university seeks to design and construct a comprehensive and complete set of improvements to the campus fiber data and communications infrastructure associated with the main campus of the university in Moscow, Idaho. This effort will replace the current, aging fiber infrastructure installed over 30 years ago with a current fiber infrastructure and equipment necessary to support education and research communications and activities. This new fiber infrastructure will provide the bandwidth anticipated as necessary for the growth in the university's education and research needs, and the resilience required for secure communications necessitated by the university's research partners and granting agencies in a variety of research fields. This includes the university's leadership in the area of Cybersecurity and related fields.

Second the university seeks to design and construct a secure Open Top Secret (OTS) facility. Such an OTS facility is required by the university's increasing research in Cybersecurity and related field. Many of the university's research partners and granting agencies in these areas require the use of such a facility to support communications between themselves and the university. Many grant opportunities are conditioned upon the ability to communicate through an OTS facility.

Third, the university seeks to partner with a third-party, non-profit organization to locate an Internet Exchange Point (IXP) facility on the campus of the University of Idaho. This IXP facility will be constructed by, owned, and operated by the third-party, 501(c)(3) non-profit organization, and will serve as a regional internet hub. Locating such an IXP facility on the University of Idaho campus will benefit the university greatly in the increase in bandwidth and reduction in latency such a facility provides. Research in the areas of precision agriculture, drones, artificial intelligence, virtual reality, autonomous vehicles, etc., will benefit from the low latency connections which are facilitated via IXP connectivity.

This project supports, and is alignment with, the University of Idaho Strategic Plan and the university's Long Range Campus Development Plan (LRCDP). In addition, this project aligns with the goals and

objectives of the FY2024-2029 State Board of Education Strategic Plan by providing the infrastructure necessary to support the education and research programs necessary to which equip students with skills future success.

Project Scope	NASF	GSF
1. Improvements to the University of Idaho Main Moscow Campus Fiber Backbone		
2. Design and Construction of an Open Top Secret (OTS) facility		
Building size:	6,200	7,500
Site and Utility infrastructure		
All project fees and related expenses		
<i>Fixed Research Equipment NIC</i>		
<i>Movable Furnishings, Fixtures and Equipment NIC</i>		
3. Design and Construction of an IXP facility (by third party 501(c)(3) non-profit organization)		
Building size:	4,200	5,000
Site and Utility infrastructure		
All project fees and related expenses		
<i>Fixed Research Equipment NIC</i>		
<i>Movable Furnishings, Fixtures and Equipment NIC</i>		

Estimated Total Cost:

Source of Construction Funds (by fund source and amount):

Total Project Cost University/PBF Effort (Fiber Infrastructure and OTS Facility)

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund Federal Funds	\$ 12,250,000
Federal Funds	\$ 0
Bond Funds	\$ 0
Other	\$ <u>0</u>
 Total	 \$ 12,250,000

Total Project Companion IXP Effort

<u>Fund Source</u>	<u>Amount</u>
501(c)(3) non-profit organization TBD	\$ 5,000,000

Previous Appropriations

<u>Fund Source</u>	<u>Amount</u>
No Previous Appropriations	\$ 0

Budget Year Request

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 12,250,000

Date Approved by State Board of Education:

Initial inclusion on the University of Idaho FY2026 6 Year Plan, submitted July 2024.

First request of the Permanent Building Fund (PBF), FY2026, July 2024

1. PROJECT DESCRIPTION AND JUSTIFICATION

The University of Idaho requires an overhaul and upgrade of the Moscow campus fiber network. The most current comprehensive fiber installation on the Moscow campus was completed 31 years ago, using multi-mode fiber with speeds of 1 Gbps or 100 Mbps. With greatly increased network traffic and needs for speeds up to 100 Gbps (1000x faster than 100Mbps) required to support UI’s research enterprise, replacement of the existing multi-mode fiber with new single-mode fiber is needed to meet the needs of the university now and in the future. Additionally, the existing multi-mode fiber type has exceeded its common life span of 20-30 years. Some of the aged fiber cables are now physically brittle and introduce risk when handling them is required, such as during new construction or renovation activities. Currently only 28% of buildings on the Moscow campus are connected via single-mode fiber.

The proposed fiber infrastructure work will consist of replacing existing fiber within existing conduit, where required creating new underground conduit and installing fiber, building, or improving splice points, adding necessary 100 Gbps-capable equipment, and installing or replacing fiber inside many buildings to take advantage of the new capabilities.

This investment in the improved fiber backbone and infrastructure will provide the bandwidth and resilience capacity envisioned to serve the university well for the next 20 to 30 years and position UI for success in research, teaching, learning, living and administrative activities while also assisting in recruitment and retention of faculty and students.

In addition to the new fiber backbone and Infrastructure, the University of Idaho proposes the design and construction of a new Open Top Secret (OTS) facility on campus. It is anticipated that this new OTS facility will support increasing research in the areas of Cybersecurity and related fields, Engineering, Sciences, and Precision Agriculture. Increasingly, federal and private sector granting agencies require the ability to communicate in a secure manner as a condition of a myriad of research grants and opportunities. The envisioned OTS facility will increase the University of Idaho's competitiveness and research capacities in these emerging and growing fields of research. The ability to provide these secure communications is central to the university's aspirations for success in these fields and the achievement of R1 Research University status.

The university seeks to leverage the investment by the State of Idaho in the Improved Fiber Infrastructure and the proposed Open Top Secret facility by hosting an Internet Exchange Point (IXP) facility on the main campus of the University of Idaho. The vision is that the IXP facility will be funded, designed, constructed, operated, and maintained by a third-party, 501(c)(3) non-profit organization. The XP facility will benefit the university by providing additional bandwidth and reduced latency in the university's internet connectivity and connections.

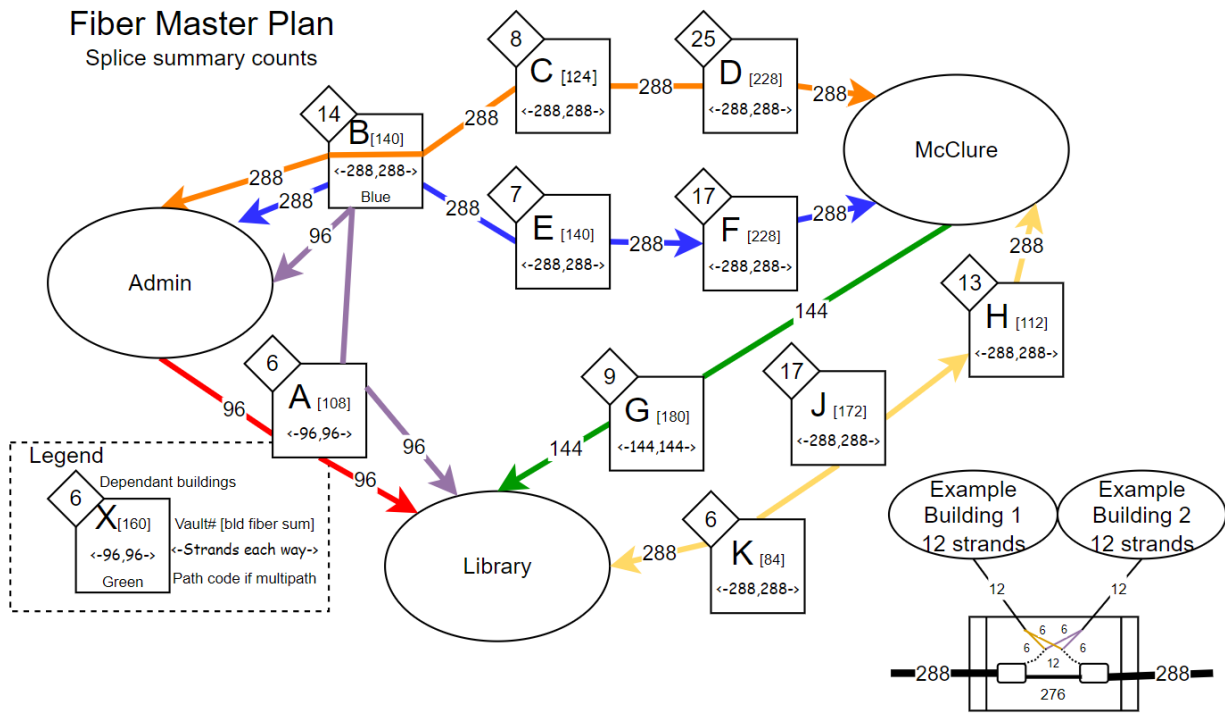
2. PROJECT COMPONENTS

The overall vision is of a comprehensive set of three projects which form an initiative aimed at supporting the university's future education and research communications and internet connectivity needs. Two of the projects are envisioned to be supported by the State of Idaho in terms of funding for design and construction. The capabilities of these two projects will be leveraged and enhanced by a third, companion effort to be funded, designed, constructed, operated, and maintained by a third-party, 501(c)(3) non-profit organization.

1. University of Idaho Main Campus Fiber Backbone Infrastructure Improvements

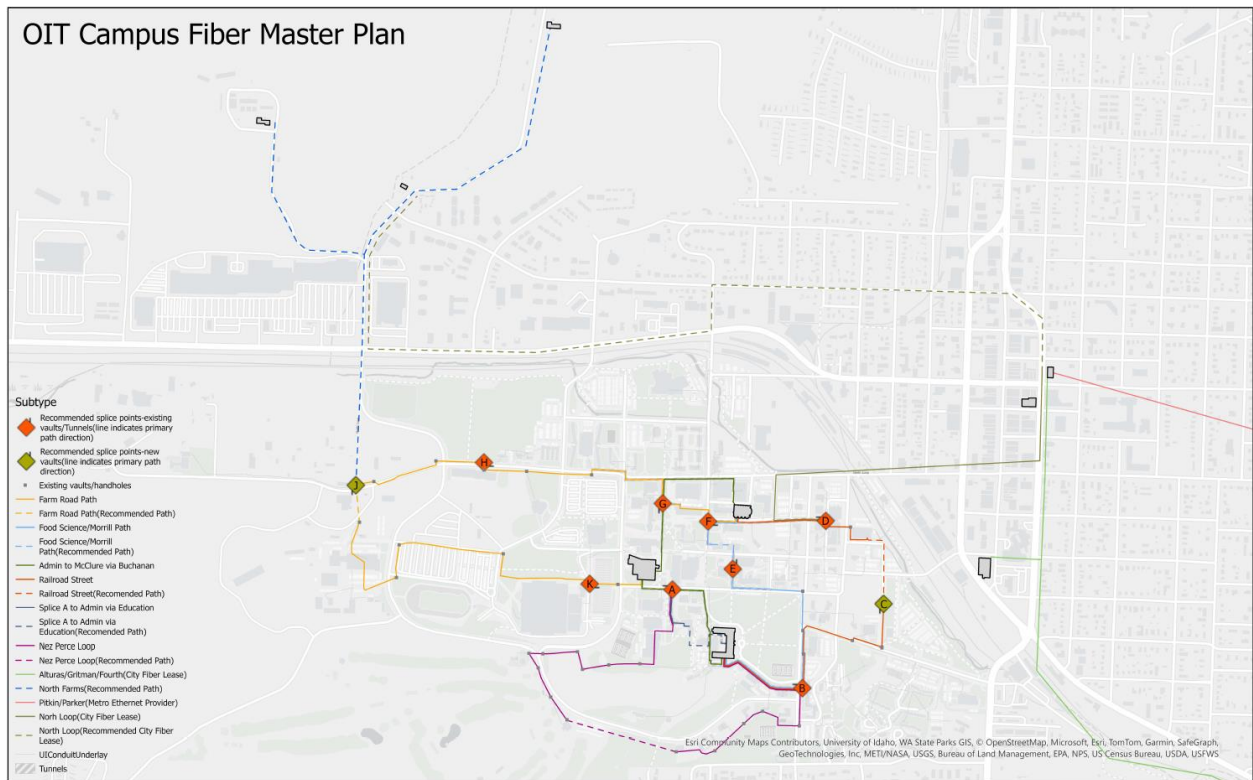
The University of Idaho installed the existing campus fiber backbone for data communications connectivity for all Moscow campus facilities over thirty years ago. The original University fiber standard was to install a primary "multi-mode" (OM1, 62.5µm diameter) fiber type to all facilities to support 10 megabit and later 100-megabit speeds to/from the campus backbone routers. This fiber type has reached end-of-life for the university needs at this time. Industry standard network speeds have evolved to faster 1 gigabit, 10 gigabit, and even 100 gigabit today. The project will install "single-mode" (OS2, 9µm diameter) fiber in existing and new pathways, together with related equipment and splice points. This new fiber type is required to support this growth in bandwidth for our service delivery.

It is our current standard of the university to install single mode fiber for any capital remodel or new construction projects. Single Mode fiber type is required in order to increase capacity past 1 gigabit speeds. As of 2022, the Moscow campus core network is operating at 100 gigabit and 10 gigabit is the standard building uplink speed. The recent upgrades have driven the need to update the campus intra and inter-building cabling standards. Fortunately, some buildings have been upgraded to the single-mode fiber type. However, approximately 65% of the facilities on campus require the upgrade to the new single mode fiber.



	Splice Point	Building Aggregation points	Fusion splice count	Path	Fiber size, Strand count	Splice enclosures on path	Path Length (feet)	Expansion (Strands)
Library Administration	A	6	108	Red Path	96	1	1794	42
Administration	C	8	124	Orange Path	288	2	4801	112
McClure	D	25	228					
Administration	B	14	140	Blue Path	288	3	3240	52
McClure	E	7	104					
McClure	F	17	228	Green Path	144	1	2033	54
Library	G	9	180					
Library	H	13	112	Yellow Path	288	3	5549	104
McClure	J	17	172					
McClure	K	6	84					
Library Admin	A Path2	8	60	Purple Path	96	2	6902	66

University of Idaho Office of Information Technology Fiber Infrastructure Plan, Diagram and Table.



University of Idaho Office of Information Technology Fiber Infrastructure Plan, Moscow Campus Map.

2. New Open Top Secret Facility

The proposed new Open Top Secret Facility will be designed and constructed to support university secure communications needs related to research opportunities. It is envisioned that the facility will be approximately 7,500 gsf and will be equipped with all of the servers, equipment and support necessary to conduct secure meetings and conversations with the university's research partners and funding agencies. The facility may be a preassembled, turnkey facility delivered complete with all necessary equipment, or it may be site assembled.

Standby power generation capacity is assumed, as are all necessary equipment and support facilities required to provide a complete, functional, operational, and resilient facility.

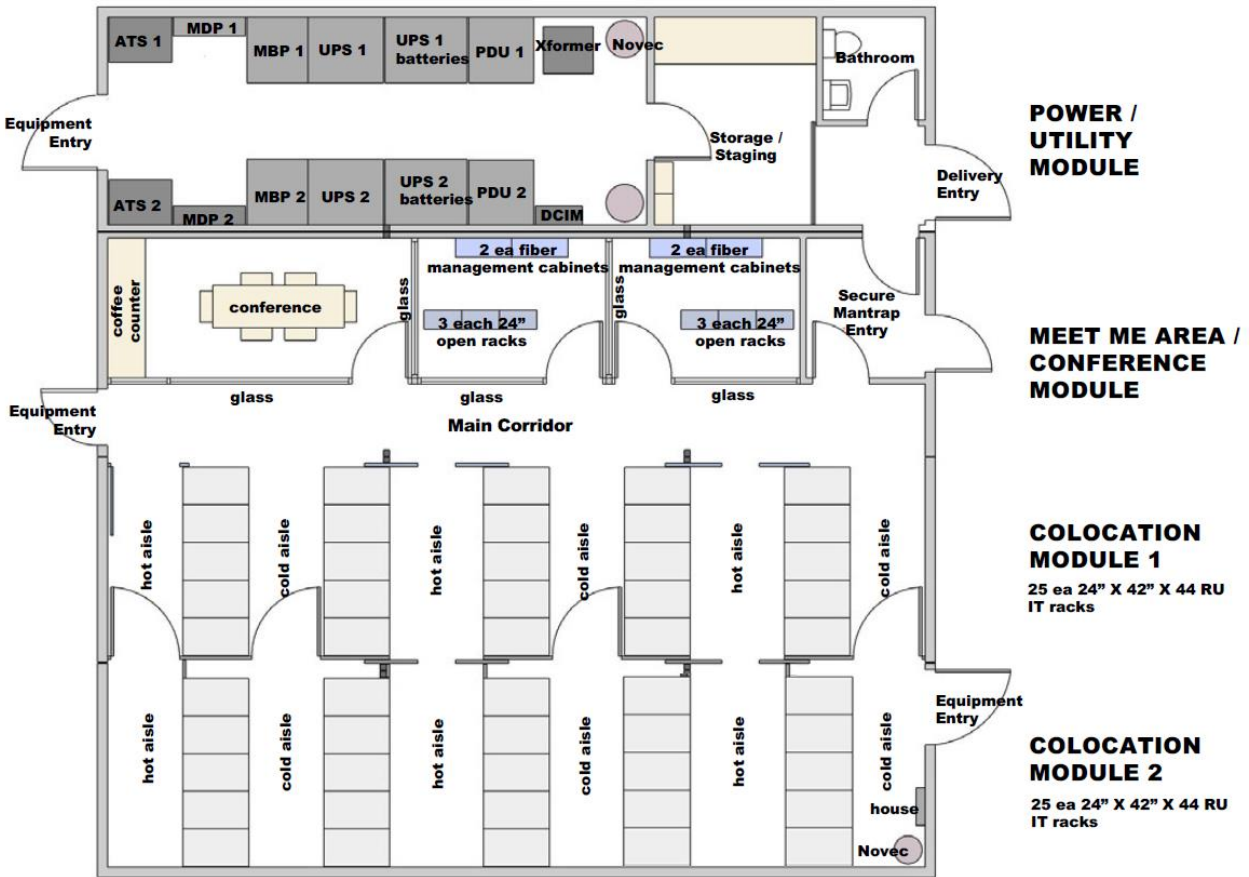
The desire is to locate the facility adjacent to the proposed Internet Exchange Point (IXP) facility if possible. A final site selection has not yet been made and site selection for both the OTS and IXP facilities is envisioned to be part of the planning, programming, and design process.

3. New Internet Exchange Point Facility

The university proposes to leverage State investment in the first two components of the overall Broadband Infrastructure Security and Resiliency initiative by hosting a new Internet Exchange Point Facility on the main campus of the University of Idaho. Such a facility will provide increased bandwidth and reduce latency in the university's internet connections. It is envisioned that the facility will be

funded, designed, constructed, operated, and maintained by a third-party, 501(c)(3) non-profit organization et to be determined. General planning assumptions are for a facility of approximately 5,000 gsf. It is also assumed that the site will need to provide for the potential of expansion for an additional 5,000 gsf at some future date. The siting will also need to provide available capacity and space for required stand-by power generation capacity as a matter of resiliency.

Again, the desire is to locate the IXP facility adjacent to the proposed Internet adjacent to the OTS facility if possible. As with the OTS facility, a final site selection has not yet been made and site selection for both the OTS and IXP facilities is envisioned to be part of the planning, programming, and design process.



Note: External chillers, main switchboards & generators are located on an exterior pad.

Concept Floor Plan, Typical Internet Exchange Facility

3. ALTERNATIVES

Two alternatives have been studied to date.

Alternative 1: Do Nothing

This alternative suggests that the university continue to make use of the existing Fiber Backbone and Infrastructure. However, the existing fiber is aging, and becoming brittle. It is over 30 years of age and no longer provides the requisite bandwidth to support anticipated education and research needs, and there is substantial risk of failure in the system. This alternative also suggests that the university forego the design and construction of an Open Top Secret facility. The lack of such an OTS facility is becoming a liability to the university, and to the State, in terms of competitiveness for research opportunities and grants. More research opportunities and grants in innovative fields such as Cyber Security, Engineering and others require secure communications between the funding agencies and the agencies conducting the research. The lack of the ability to support such secure communications severely impinges on the competitiveness of the university in securing these opportunities. Similarly, the lack of an Internet Exchange Point facility will impair the university's ability to leverage the State's investment to obtain even greater bandwidth and reduce latency. For the reasons noted here, the university rejected this alternative.

Alternative 2: Provide the Fiber Backbone and Infrastructure Improvements, Construct an Open Top Secret Facility, and Host and Internet Exchange Facility on the Moscow Campus

This option provides the university with the tools, resources, and capacities needed to support anticipated education and research needs in the foreseeable future. It provides the requisite bandwidth, resiliency, and latency required to be competitive for research grants and opportunities in critical fields of research. Having such capacities will generate much in the way of economic development for Idaho and its citizens. This is the university's preferred alternative.

4. VACATED SPACE

There are no anticipated spaces to be vacated upon completion of the proposed project(s). The greater initiative consists of infrastructure improvements combined with new facilities which currently do not exist within the university's space inventory.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 11

**SET A
PROJECT APPROVAL FORM**

CAPITAL PROJECT COST AND FUNDING SOURCE SUMMARY

Project Title: 02 Broadband Infrastructure Education and Research Security and Resiliency
 NOTE: Budget listed herein is for PBF Facilities/Scope Only
 IXP Budget by Vendor, TBD

Building Statistics: NASF: 6,200
 GSF: 7,500
 Net to Gross N/A

	Estimated Total Cost	Prior to Budget Year	1st Year FY26	2nd Year FY27	3rd Year FY28	4th Year FY29	5th Year FY30	6th Year FY31
PROJECT SUMMARY:								
A. Arch. & Engr.								
Project Planning & Pre-Design	110,990	0	110,990	0	0	0	0	0
Schematic Design	110,990	0	110,990	0	0	0	0	0
Design Development	221,980	0	221,980	0	0	0	0	0
Construction Documents*	388,465	0	388,465	0	0	0	0	0
Bid & Award Phase*	55,495	0	0	55,495	0	0	0	0
Construction Supervision**	221,980	0	0	221,980	0	0	0	0
B. Asbestos Abatement Arch/Eng/Hygienist Fees	0	0	0	0	0	0	0	0
C. Tests, Permits, Fees, Etc.	45,000	0	11,250	33,750	0	0	0	0
SUBTOTAL ARCH. & ENGR.	1,154,900	0	843,675	311,225	0	0	0	0
D. Moving, Administration	12,000	0	2,400	9,600	0	0	0	0
E. Asbestos Abatement	0	0	0	0	0	0	0	0
F. Construction*** (Inc. Const. Cont.)	9,249,500	0	0	9,249,500	0	0	0	0
G. Owner Construction Costs	120,000	0	18,000	102,000	0	0	0	0
H. Fixed Equipment/Technology	600,000	0	0	600,000	0	0	0	0
I. Contingency (Project)	1,113,600	0	445,440	668,160	0	0	0	0
TOTAL PROJECT REQUEST	12,250,000	0	1,309,515	10,940,485	0	0	0	0

SOURCE OF FUNDS:

Permanent Building Fund	12,250,000	0	12,250,000	0	0	0	0	0
General Education	0	0	0	0	0	0	0	0
Federal	0	0	0	0	0	0	0	0
Bond Sale	0	0	0	0	0	0	0	0
Bond Reserve	0	0	0	0	0	0	0	0
Parking Funds	0	0	0	0	0	0	0	0
Other Funds, including Gifts (UI Funds)	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
TOTAL	12,250,000	0	12,250,000	0	0	0	0	0

Utilities TBD
 Custodial TBD
 Repairs & Maintenance TBD

PROPOSED SOURCE OF OPERATING FUNDS (If more than one source, please show relative percentages.): General Education 100%.

* Includes Reimbursable Expenses
 ** Includes Fees for On-Site Observation
 *** Inc. Const Contingency

OFFICE OF THE STATE BOARD OF EDUCATION

SET A

PROJECT SUMMARY

Project Title: 03, Science and Engineering Research Complex

Institution/Agency: University of Idaho

Brief Description:

The Science and Engineering Research Complex project constructs a new four-story state of the art laboratory facility to promote robust, multi-disciplinary research programs across the Colleges of Engineering and Science. These programs further integrate innovative research systems capable of transcending college boundaries to identify solutions to grand challenges in innovation and discovery. The facility is approximately 100,000 GSF and includes both modular and traditional laboratory spaces needed to accelerate existing research strengths and enhance our ability to retain of our world class faculty while increasing our ability to attract and recruit leaders in specific fields critical to solving the challenges facing Idaho today and tomorrow.

Building on recent state investments at the University of Idaho in health sciences, agriculture, cyber security and nuclear engineering, this research facility includes laboratories dedicated to research in science and engineering. Biology laboratories will host critical work related to human health, infectious diseases, and sustainable solutions, including research focused on antibiotic resistance, antifungals and fisheries health and management. These labs will also provide essential opportunities for experiential learning for students planning to enter careers in health care and biomedical research.

The facility also showcases state investments in engineering at the University of Idaho in integrated energy systems and critical infrastructure as part of other traditional laboratories. These labs allow computational modeling and simulation of advanced nuclear and microgrid technologies and design, a multi-story high voltage laboratory cyberphysical system to evaluate agility, security, and robustness of new energy system designs. An open, top-secret facility will be housed to greater promote secure research with national laboratories (INL and PNNL) and the U.S. Department of Defense (DOD) in energy systems discovery and cyber security. This addition supports state investment in secure, resilient engineered systems and networks.

This project supports, and is alignment with, the University of Idaho Strategic Plan, the university's goals and objectives related to the research enterprise at the University of Idaho, and the university's Long Range Campus Development Plan (LRCDP). In addition, this project aligns with the goals and objectives of the FY2024-2029 State Board of Education Strategic Plan by providing a new research facility which will support research programs which will produce significant advances in knowledge and tangible results, which will in in turn contribute to the economic growth of the State of Idaho.

Project Scope:	NASF	GSF
Building size:	80,000	100,000
Site and Utility infrastructure		
All project fees and related expenses		
<i>Fixed Research Equipment NIC</i>		
<i>Movable Furnishings, Fixtures and Equipment NIC</i>		

Estimated Total Cost:
Source of Construction Funds (by fund source and amount):

Total Project Cost

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$100,000,000
Other Funding	
Bond Financing	
Total	\$100,000,000

Previous Appropriations

<u>Fund Source</u>	<u>Amount</u>
No Previous Appropriations	\$ 0

Budget Year Request

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$100,000,000

Date Approved by State Board of Education:

Initial inclusion on the University of Idaho FY2026 6 Year Plan, submitted July 2024.

First request of the Permanent Building Fund (PBF), FY2026, July 2024

1. PROJECT DESCRIPTION AND JUSTIFICATION

The University of Idaho is the state’s land grant institution and, in 2020, provided over \$2B in sales, over \$1B in gross state product, 23,440 jobs, and \$124.7M in state and local taxes to Idaho. Our graduates are

leaders in industries across the state. Since 2020, the university has reached a record student enrollment and continues to grow at an accelerated pace.

The U of I serves Idaho through research activities that contribute to the state's economic growth and community stability by touching every corner of the state through our research and teaching campuses, Agriculture Research and Extension Service, and leadership in natural resources development and research. We are training the next generation of scientists and engineers critical to meeting the workforce needs of the state in areas such as mining and critical minerals, water resources, medical professions, cyber security, nuclear engineering and physics, and energy security.

U of I is the state's premier research institution with a record \$135.9M in research expenditures in 2023, exceeding all other Idaho institutions combined. We are number one in technology transfer and have strengths in business development and entrepreneurship.

The state has invested most recently in the U of I's research mission through the Center for Agriculture, Food, and the Environment (CAFE), the Meat Science and Innovation Center, the Seed Potato Germplasm Lab, McCall Outdoor Science School (MOSS), cyber security initiatives, nuclear engineering, and integrated energy programs. Recent funding for new health sciences programs will increase critically needed medical practitioners across the state. It is important that the state now increases investments in the basic sciences and engineering, areas where we are seeing increased student enrollments, to continue to meet growing areas of state workforce need.

The University of Idaho has a long-standing goal of becoming Idaho's first university to reach Carnegie R1 classification, indicative of "very high research activity" among universities nationally. Achieving this status opens doors to state leadership, increased research funding and partnerships with DOD and National Science Foundation (NSF) in the areas of energy, cyber security, and biomedical research, among others. Pursuant to this goal, it is imperative that facilities are upgraded and expanded such that the University of Idaho continues to deliver on its state-wide mission. Since 2016, both research expenditures and doctoral degrees conferred have experienced incredible growth. In 2016, the U of I generated \$102.5M in research expenditures and produced 54 research doctoral degrees. In contrast, by 2024, U of I research expenditures grew to \$135.9M and doctoral degree conferrals increased to 80, growth of 33% and 48% respectively, with much of the growth coming in engineering and sciences. During this time frame, the U of I was awarded two of the largest grants in the history of the institution with an \$18.9M NSF Type II Infrastructure grant to build the Deep Soil Ecotron Facility and the \$55M USDA Climate-Smart Commodities for Idaho: A Public-Private-Tribal Partnerships grant. Soon afterwards, a \$24M NSF EPSCoR project titled Idaho Community-Engaged Resilience for Energy-Water Systems (I-CREWS) was funded, followed by two NSF Track 1 ENGINES proposals.

The university is also the state leader in attracting biomedical research funding from the National Institutes of Health (NIH), including funding for the IDEa Network of Biomedical Research Excellence (INBRE), two NIH Centers for Biomedical Research Excellence (COBRE), the state's first NIH Science Education partnership award, and the most NIH R01 grants awarded to any university in Idaho. This explosive growth in research activity and scope and the associated increase in doctorate obtaining graduate students has led to a critical deficit of contemporary research and collaborative spaces. This shortage of space and lack of modern facilities negatively impacts the university's ability to conduct research required to produce impactful, implementable solutions to core science and engineering needs in Idaho. It also impacts our ability to attract a top talent pool of students. The proposed building will

allow the U of I to continue to contribute and expand research impacts to Idaho and national initiatives and provide the talent pool for Idaho's workforce needs.

This space will support research and teaching innovation across the university. The Colleges of Science and Engineering have seen record growth in research awards and expenditures. This high-performing group of researchers needs state of the art facilities to continue to conduct impactful and highly funded research to meet the needs of Idaho and Idahoans for a strong, technical workforce. These labs build on state investment in the Idaho workforce in cyber security, clean room technologies, agricultural robotics, and health sciences.

This request is for a new building to house advanced research labs. The current engineering labs are inadequate for research on advanced or secure topics. Current science buildings have outdated floor plans and are not equipped for modern science needs from a mechanical or electrical infrastructure standpoint. Many of these laboratory spaces were constructed prior to 1960 and have had few resources available for upgrades. Current science and engineering research spaces do not foster the collaborations needed to yield innovative solutions to address vital science and engineering problems facing the state and nation. This facility will support general education by increasing undergraduate research opportunities in growing areas such as medical sciences, cyber security, and nuclear engineering.

2. PROJECT COMPONENTS

The new Science and Engineering Research Complex will consist of fully functional, robust research laboratories to include all hoods required and installed equipment, and shared laboratory support areas, such as specialized containment labs, shared equipment rooms, and computer and simulation equipment. The space will include conference facilities, offices for faculty and staff, and graduate student spaces, which will support the promotion of vibrant, collaborative research discussions.

Desired lab spaces are as follows:

- High-bay high-voltage power lab and industrial robotics spanning up to three floors in one wing of the building
- Corresponding AI+VR laboratories for nuclear and integrated energy systems modeling
- Automated manufacturing lines for microelectronics, food processing, and aerospace composite manufacturing
- Wet labs for the biological sciences and biomedical engineering
- Computer labs for computationally-intensive research projects
- Open top-secret lab for DOD research, including biological systems modeling, cyber security systems, thermo-fluid flow systems, and digital twins of power technologies.
- Collaborative spaces for students, postdoctoral researchers, faculty, and other research staff

The project cost estimate provides for all requisite support spaces, building systems, and utility connections necessary for a fully operational and functional, safe, compliant, and sustainable facility.

Any required improvements to the University of Idaho utility systems necessary to provide capacity to service the proposed new facility will be designed and implemented by the university's utilities concessionaire under a separate, coordinated, companion project. The utilities concessionaire is responsible for delivery of the utilities on the utilities side of the demarcation points, by system, as defined

in the utilities concession contract. This project is responsible for building systems and services on the building side of the demarcation point.

The project will also need to provide available capacity and space required for both emergency life safety systems power generation and stand-by power generation capacity supporting research equipment and circuits as a matter of resiliency.

The exact mix of programmatic elements to be housed in the new facility is yet to be determined. It is anticipated that an early architectural programming activity will need to be prerequisite to the design phase to seek out and determine the proper mix of programs, research efforts, labs, dry labs, specialty spaces and required support spaces such as offices, administrative suites, chemical stores, and storage spaces.

The desire is to locate the new Science and Engineering Research Complex adjacent to existing Science and Engineering facilities if feasible and possible. A final site selection has not yet been made and site selection for the new facility is envisioned to be part of the planning, programming, and design process.

3. ALTERNATIVES

Four alternatives have been studied to date.

Alternative 1: Construct Multiple Smaller Laboratory Additions

This alternative involves construction of separate undergraduate, graduate and research laboratories, by discipline, as additions to, or immediately adjacent to, existing College buildings. This alternative would provide the necessary space to support the programs, however, project costs are expected to be significantly higher since there would be multiple sites and projects. In addition, this approach does not readily support interdisciplinary interaction and collaboration. The university rejected this alternative.

Alternative 2: Renovate Existing Laboratory & Research Spaces in Existing Buildings as Necessary to Accomplish the programmatic Goals for Interdisciplinary Research

A prior Technical Analysis and Feasibility Study was conducted by the University and its consultant, NBBJ Architects in 2008 and revisited and revised in 2012 in advance of the design and construction of the Integrated Research and Innovation Center (IRIC). This effort included an exhaustive assessment and audit of the existing research facilities, spaces, and building level infrastructure systems on campus. The summary conclusion of this effort is that the existing facilities and spaces are not equipped or suitable in their current state to facilitate the sorts of research spaces and laboratories envisioned and needed at the time. Further the renovation costs to bring these facilities up to the standards necessary would far exceed the cost of a new build. And further still, such dispersed renovations would not produce the desired synergies and interdisciplinary relationships set out as the major programmatic goals and vision for the project effort.

Nothing has changed since this Analysis and Feasibility Study was completed. The U of I recently engaged Smith Group to evaluate campus space usage and needs. This study affirmed the earlier work and identified deficits in laboratory and collaborative spaces in Science and Engineering. Renovations of

existing research spaces remains cost prohibitive when compared to new build costs and the size and location of existing spaces is not sufficient to achieve the synergies and programmatic goals envisioned for this new project effort.

The university has therefore rejected this alternative.

Alternative 3: Construct Separate Laboratory Complexes for the Various Research Programs

This alternative consists of construction of separate facilities in support of the various programs to be housed in this new, proposed facility. This alternative would provide the necessary space to support the programs, however, project costs are expected to be higher since there would be two, or more, projects with unnecessary duplication. In addition, this approach does not readily support interdisciplinary interaction and collaboration between researchers within the various programs and disciplines. The university rejected this alternative.

Alternative 4: Construct a Single Interdisciplinary Laboratory Facility

This option would entail constructing a single complex that integrates undergraduate and graduate/research laboratories into an interdisciplinary science and technology center facilitating collaboration and creating new synergies across academic levels and disciplines. Overall project expenses are expected to be less under this approach since there will be only one site and construction of a single building allows elimination of unnecessary duplication of building systems. The recently completed Technical Analysis and Feasibility Study verifies this alternative as the most viable alternative conducive to the goals and vision for the effort, and as the most efficient and least costly alternative. This is the university's preferred alternative.

4. VACATED SPACE

Completion of the proposed project will allow synergistic co-location of core science and engineering laboratories. Vacated spaces will be refreshed to add collaborative student research space for instruction, integrated capstone or senior design projects, and advanced student instructional laboratories to meet the needs of U of I's growing enrollment. Given current and projected enrollment growth in engineering and core science programs, any vacated space will quickly be converted with additional space and ongoing need. The proposed Science and Engineering Research Complex is envisioned as a facility where researchers from science and engineering can work side by side. This provides the possibility of collaboration and cross-pollination between teams on specific research projects. Other prospective uses of vacated space may be for offices and specialized learning areas including computer laboratories, team, and group rooms, etc.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 12

**SET A
PROJECT APPROVAL FORM**

CAPITAL PROJECT COST AND FUNDING SOURCE SUMMARY

Project Title: 03 Science and Engineering Research Complex

Building Statistics:

NASF: 80,000
GSF: 100,000
Net to Gross 80/20

	Estimated Total Cost	Prior to Budget Year	1st Year FY26	2nd Year FY27	3rd Year FY28	4th Year FY29	5th Year FY30	6th Year FY31
PROJECT SUMMARY:								
A. Arch. & Engr.								
Project Planning & Pre-Design (10%)	906,070	0	906,070	0	0	0	0	0
Schematic Design (10%)	906,070	0	906,070	0	0	0	0	0
Design Development (20%)	1,812,140	0	1,812,140	0	0	0	0	0
Construction Documents* (35%)	3,171,245	0	3,171,245	0	0	0	0	0
Bid & Award Phase (5%)*	453,035	0	453,035	0	0	0	0	0
Construction Supervision (20%)**	1,812,140	0	0	906,070	906,070	0	0	0
B. Asbestos Abatement Arch/Eng/Hygienist Fees	0	0	0	0	0	0	0	0
C. Tests, Permits, Fees, Etc.	255,000	0	63,750	95,625	95,625	0	0	0
SUBTOTAL ARCH. & ENGR.	9,315,700	0	7,312,310	1,001,695	1,001,695	0	0	0
D. Moving, Administration	175,000	0	35,000	35,000	105,000	0	0	0
E. Asbestos Abatement	0	0	0	0	0	0	0	0
F. Construction*** (Inc. Const. Cont.)	75,505,900	0	0	30,202,360	45,303,540	0	0	0
G. Owner Construction Costs	6,342,500	0	0	2,537,000	3,805,500	0	0	0
H. Furnishings/Moveable Equipment	0	0	0	0	0	0	0	0
I. Contingency (Project)	8,660,900	0	1,082,613	3,464,360	4,113,928	0	0	0
TOTAL PROJECT REQUEST	100,000,000	0	8,429,923	37,240,415	54,329,663	0	0	0

SOURCE OF FUNDS:

Permanent Building Fund	100,000,000	0	100,000,000	0	0	0	0	0
General Education	0	0	0	0	0	0	0	0
Federal	0	0	0	0	0	0	0	0
Bond Sale	0	0	0	0	0	0	0	0
Bond Reserve	0	0	0	0	0	0	0	0
Parking Funds	0	0	0	0	0	0	0	0
Other Funds, including Gifts (UI Funds)	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
TOTAL	100,000,000	0	100,000,000	0	0	0	0	0

Utilities TBD
Custodial TBD
Repairs & Maintenance TBD

PROPOSED SOURCE OF OPERATING FUNDS (If more than one source, please show relative percentages.): General Education: 100%.

- * Includes Reimbursable Expenses
- ** Includes Fees for On-Site Observation
- *** Inc. Const Contingency

CAPITAL BUDGET REQUEST
FY 2026
CAPITAL IMPROVEMENT PROJECTS
(New Buildings, Additions or Major Renovations)

AGENCY: Lewis-Clark State College

AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION: Mechanical-Technical Building HVAC Upgrades

ADDRESS: 500 8th Avenue, Lewiston, ID 83501

CONTACT PERSON: Julie Crea

PHONE: (208) 792-2240

PROJECT JUSTIFICATION:

(A) Concisely describe what the project is.

The Mechanical-Technical Building (MTB) HVAC system has been identified as end-of-life by an independent deferred maintenance study. Replacement parts are becoming increasingly difficult to source, and Physical Plant staff expend increasing amounts of labor hours in keeping the systems running. Manufacturer support and parts for these systems will soon be unavailable.

This request and need are a continuation of a top priority that was partially addressed by DPW project 25-150 for MTB and Wittman Complex (WITT) System updates. The project funded MTB electrical and fire alarm and WITT HVAC, fire sprinkler, and electrical updates.

(B) What is the existing program and how will it be improved?

This facility houses live learning labs for Career and Technical Education, teacher education, hospitality management, and Workforce Training programs. The facility is used heavily for classroom/lab instruction for programs such as welding and non-credit occupational training in a myriad of industries ranging from medicine to construction. These system upgrades will assure continuity in operations and instruction.

(C) What will be the impact on your operating budget?

This project will positively impact the institution's operating budget by increasing energy efficiency and lowering operating costs.

(D) What are the consequences if this project is not funded?

This facility has appeared on repeated requests. Loss of energy efficiency, ongoing cost escalation and maintenance costs, and gaps in the ability to move

the overall campus deferred maintenance plan forward to improve capital asset/building efficiencies and lifespan. Continuity in programmatic operations may be a challenge if there are HVAC system failures.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land		PBF	\$ 5,568,000
A/E fees	\$ 568,000	General Account	
Construction	4,735,000	Agency Funds	
5% Contingency	265,000	Federal Funds	
F F & E		Other	
Other			
Total	\$ 5,568,000	Total	\$ 5,568,000

AGENCY: Lewis-Clark State College	AGENCY PROJECT PRIORITY: 2
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PROJECT DESCRIPTION/LOCATION: Sam Glenn Complex Remodel
ADDRESS: 500 8 th Avenue, Lewiston, ID 83501

CONTACT PERSON: Julie Crea	PHONE: (208) 792-2240
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PROJECT JUSTIFICATION:

(B) Concisely describe what the project is.

The Sam Glenn Complex deferred maintenance and remodeling needs are nearing crisis levels. This project involves replacing the failing plumbing, electrical, building insulation and HVAC systems as well as ceiling tile structure, installing new flooring/carpeting, window replacement, window enlargement, and additions, and address other minor repairs and painting needs. The ceiling tiles have a flaw in the design with the fixture method and need to be repaired as tiles are currently dislodging and falling at random times. This will be accomplished one floor at a time with the top floor being first.

(B) What is the existing program and how will it be improved?

The Sam Glenn Complex is primarily an instructional facility for Career and Technical Education (CTE) programs and houses important student support services such as a CTE tutoring center, Student Health, Student Counseling, and e-Learning Services (online learning management system). The updates will provide a safer environment. This facility has not had major non-system/ structural updates since 1996. The lower level was built to be a storage area and lacks sufficient natural light and ceiling height. The basement houses the mail room, IT department, campus print, and classrooms.

IT is responsible for managing all facets of the college’s technology infrastructure including all servers, telephony, internet access, and student email. This unit is also responsible for the college’s compliance with cybersecurity. E-Learning Services has oversight over the college’s online course delivery mechanisms. These units are critical to college operations and directly support educational delivery at LC State to advance our mission.

(C) What will be the impact on your operating budget?

There is no anticipated impact on the operating budget.

(D) What are the consequences if this project is not funded?

There are potential safety issues with a faulty ceiling structure and ceiling tiles falling. The plumbing is leaking and some of the cast iron pipe has split. The

HVAC in a quarter of the building is using residential equipment to provide the service and is very inefficient.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land		PBF	\$ 8,350,000
A/E fees	\$ 852,000	General Account	
Construction	7,100,000	Agency Funds	
5% Contingency	398,000	Federal Funds	
F F & E		Other	
Total	\$ 8,350,000	Total	\$ 8,350,000

Agency Head Signature:



Date: 07/16/2024

FY2026

CAPITAL BUDGET REQUEST

CAPITAL IMPROVEMENT PROJECTS

(New Buildings, Additions or Major Renovations)

AGENCY: COLLEGE OF EASTERN IDAHO PROJECT PRIORITY: 1

PROJECT DESCRIPTION: Welding Program Upgrades

ADDRESS: 1600 S. 25TH EAST, IDAHO FALLS

CONTACT PERSON: GREG HORTON PHONE: 208-535-5636

PROJECT JUSTIFICATION: (A) Concisely describe what the project is. Remodel Sessions Building room 150 to change from Diesel Mechanics to expand the Welding program. (B) What is the existing program and how will it be improved? The Welding program needs room for expansion, and is already housed in Sessions room 140. This expansion requires expanding the ventilation system, increasing the electrical capacity, and remodel other aspects of the room to accommodate welding booths. (C) What will be the impact on your operating budget? The impact on the operating budget would be minimal since one program is being exchanged for the other. (D) What are the consequences if this project is not funded? Currently the Welding program is at capacity and turns away students each year. The demand for this program in east Idaho is increasing.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:

Table with 2 columns: Item, Amount. Rows: Land, A / E Fees, Construction, 5% Contingency, F F & E, Other, Total \$1,324,000

FUNDING:

Table with 2 columns: Source, Amount. Rows: PBF, General Account, Agency Funds, Federal Funds, Other, Total \$1,324,000

Agency Head Signature: [Signature]

Date: 7/30/2024

**BUSINESS AFFAIRS AND HUMAN RESOURCES
AUGUST 21, 2024**

ATTACHMENT 16

**FY-2026
CAPITAL BUDGET REQUEST**

**CAPITAL IMPROVEMENT PROJECTS
(New Buildings, Additions or Major Renovations)**

AGENCY:	College of Western Idaho	PROJECT PRIORITY:	1
PROJECT DESCRIPTION:	Develop CWI Main and Whitewater campus - Phase 1		
ADDRESS:	New Building / Campus Dev. - Boise Campus		
CONTACT PERSON:	Nic Miller	PHONE:	208-994-1209

PROJECT JUSTIFICATION

(A) Concisely describe what the project is.
 The College of Western Idaho (CWI) will be developing the 10 acre parcel located at Main and Whitewater. This is anticipated to be the first phase in the development of this property. CWI is committed to developing this parcel of land to provide a downtown campus. The first phase of construction will build our main primary center for this development. This building will contain multiple classroom, I.T. labs, One stop services (admissions, registration, counseling and financial aid), Library, Tutoring Services and office space for staff and faculty. It is also anticipated that surface parking will be provided during this initial phase .

(B) What is the existing program and how will it be improved?
 These existing services are currently located at our Leased facility at Maple Grove and Overland. It is anticipated that the majority of these collegiate programs functions will be moved to this new location. This new location will provide the community with easy access to a centrally located campus in the west of downtown Boise. Co-locating these departments and functions into the vibrant downtown area will allow for CWI and its business partners to provide increase opportunities for future students.

(C) What will be the impact on your operating budget?
 Moving out of leased spaced into and owned building and property is a sound financial investment and will ultimately save CWI millions of dollars.

(D) What are the consequences if this project is not funded?
 If this project is not funded CWI will be forced to seek other means of funding to meet the needs of our students, staff and faculty.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:	FUNDING:	
Land		PBF \$ 10,000,000
A / E Fees	\$ 3,000,000	General Account
Construction	\$ 23,000,000	Agency Funds \$ 20,000,000
Contingency	\$ 1,150,000	Federal Funds
FF&E	\$ 2,850,000	Other
Other		
Total	\$ 30,000,000	Total \$ 30,000,000

Agency Head Signature: _____

Date: _____

**FY-2026
CAPITAL BUDGET REQUEST**

**CAPITAL IMPROVEMENT PROJECTS
(New Buildings, Additions or Major Renovations)**

AGENCY:	College of Western Idaho	PROJECT PRIORITY:	2
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PROJECT DESCRIPTION:	This project will finish the shell and core space, second floor, Health Science building.		
ADDRESS:	Health Science Building - 5700 East Opportunity Dr.		

CONTACT PERSON:	Nic Miller	PHONE:	208-994-1209
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PROJECT JUSTIFICATION

(A) Concisely describe what the project is.
 A portion of the Phase 1 Health & Science building (currently in progress under a Design/ Build agreement with DPW) will be constructed as core & shell for future build out. CWI is requesting funding to complete the build out of the core & shell space constructed in Phase 1 of the Health & Science building. Additional space will allow CWI to relocate and expand the current Occupational Therapy Assist and Physical Therapy Assist programs into the new building which will further support synergies around CWI's Health & Science programs. CWI is requesting \$2.85M from PBFAC with CWI contributing \$.15M for a total project cost of \$3M.

(B) What is the existing program and how will it be improved?
 The existing programs are scattered between two campus locations and the consolidation will greatly improve collaboration. It is anticipated that moving all the health and science related programs into one location and on the main Nampa campus will greatly improve the student experience. It will give the students, staff and future employers a location to instruct, recruit and shape the future of health care for our Treasure Valley community.

(C) What will be the impact on your operating budget?
 There will be some impact to the operating budget, as additional utility consumption, maintenance and operational budgets grow.

(D) What are the consequences if this project is not funded?
 If not funded these additional student services will not be located within the main Nampa campus and will be difficult for students and limit success.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land		PBF	\$ 2,850,000
A / E Fees	\$ 200,000	General Account	
Construction	\$ 2,300,000	Agency Funds	\$ 150,000
Contingency	\$ 230,000	Federal Funds	
FF&E	\$ 270,000	Other	
Other			
Total	\$ 3,000,000	Total	\$ 3,000,000

Agency Head Signature: _____

Date: _____

**FY-2026
CAPITAL BUDGET REQUEST**

**CAPITAL IMPROVEMENT PROJECTS
(New Buildings, Additions or Major Renovations)**

AGENCY:	College of Western Idaho	PROJECT PRIORITY:	3
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PROJECT DESCRIPTION:	This project will construct phase 2 of the Health Science building		
ADDRESS:	Health Science Building - 5700 East Opportunity Dr.		

CONTACT PERSON:	Nic Miller	PHONE:	208-994-1209
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PROJECT JUSTIFICATION

(A) Concisely describe what the project is.
 CWI was awarded \$10 million from PBFAC in FY23 to build phase 1 of a Health & Science building. CWI is requesting additional funding to construct a Phase 2 expansion of the recently funded Phase 1 Health & Science building (currently in progress under a Design/ Build agreement with DPW). The Phase 2 space will allow additional Health and Science programs including Medical Assist and Certified Nursing Assist to be moved onto the main Nampa campus in the new Health & Science building. Additionally, large capacity classroom space will be developed to support the growth of Health and Science programs. Bringing these additional programs into the Health Science building will allow an increase in collaboration between Health and Science disciplines. Additionally this will provide recruiters and employers a central location for future student recruitment. CWI is requesting \$8M from PBFAC with CWI contributing \$2M for a total project cost of \$10M.

(B) What is the existing program and how will it be improved?
 The existing programs are scattered between two campus locations and the consolidation will greatly improve collaboration. It is anticipated that moving all the health and science related programs into one location and on the main Nampa campus will greatly improve the student experience. It will give the students, staff and future employers a location to instruct, recruit and shape the future of health care for our Treasure Valley community.

(C) What will be the impact on your operating budget?
 There will be some minor impact to the operating budget, as additional utility consumption, maintenance and operational budgets grow.

(D) What are the consequences if this project is not funded?
 If not funded these additional student services will not be located within the main Nampa campus and will be difficult for students and limit success.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land		PBF	\$ 8,000,000
A / E Fees	\$ 650,000	General Account	
Construction	\$ 8,000,000	Agency Funds	\$ 2,000,000
Contingency	\$ 400,000	Federal Funds	
FF&E	\$ 950,000	Other	
Other			
Total	\$ 10,000,000	Total	\$ 10,000,000

Agency Head Signature: _____

Date: _____

CAPITAL BUDGET REQUEST

FY 2025

Capital Improvement Project Description
(New Buildings, Additions or Major Renovations)

AGENCY: **North Idaho College** AGENCY PROJECT PRIORITY: **1**

PROJECT DESCRIPTION/LOCATION: **POST and EMERGENCY RESPONDER TRAINING FACILITY**

CONTACT PERSON: Sarah Garcia TELEPHONE: **208-769-3341**

PROJECT JUSTIFICATION:

(A) This project is a training facility on land already owned by North Idaho College. The facility would include training space for first responders including a classroom, skid pad, indoor shooting range and EVOC (emergency vehicle training) driving course.

(B) NIC’s POST academy has been using the Coeur d’Alene Airport for skid and EVOC training. This new space will allow for more specific and dedicated training space that can be used by the academy and possibly other first responder organizations.

(C) This project has no anticipated impact on operating budget.

(D) Without the funding of this project, the POST academy will need to secure a different area for EVOC training and continue to be limited in the number of students it can train.

ESTIMATED BUDGET:		FUNDING:	
Land	0	PBF	\$12,000,000
A/E fees	100,000	General Account	
Construction	10,000,000	Agency Funds	
5% Contingency	500,000	Federal Funds	
F F & E	<u>1,400,000</u>	Other	
Other		Total	\$12,000,000
Total	\$12,000,000		

Agency Head Signature: _____

Date: 7/25/23

FY2026

CAPITAL BUDGET REQUEST

CAPITAL IMPROVEMENT PROJECTS

(New Buildings, Additions or Major Renovations)

AGENCY: College of Southern Idaho PROJECT PRIORITY: 1

PROJECT DESCRIPTION: Shields Academic Building Renovation

ADDRESS: 315 Falls Ave, Twin Falls, ID 83301

CONTACT PERSON: Spencer Cutler PHONE: 208-732-6600

The Shields Building is 55 years old and has never received comprehensive updates: only small, targeted upgrades to keep the building functional. This project will be a comprehensive renovation to: reinforce structural systems; repair and upgrade aging communication, electrical, plumbing, and HVAC systems; replace worn finishes; remedy accessibility issues; and replace life safety systems. The building is approximately 49,300 SF.
The Shields Building houses programs such as Mathematics, English, and Biology. Renovating this building will increase the number of students we can serve by facilitating more on-line hybrid classes and increasing computer labs. It will replace obsolete infrastructure in biology laboratories. It will provide ADA accessible work and study spaces in lecture halls and laboratories.
CSI's operating budget will not be increased. There is opportunity to reduce operating costs by improving energy efficiency and addressing deferred maintenance needs.
Not funding the project will limit the number of students we can serve and increase future deferred maintenance costs

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:

Table with 2 columns: Category and Amount. Rows include Land (\$0), A/E Fees (\$2,000,000), Construction (\$21,000,000), 5% Contingency (\$1,250,000), FF & E (\$750,000), Other, and Total (\$25,000,000).

FUNDING:

Table with 2 columns: Category and Amount. Rows include PBF (\$25,000,000), General Account, Agency Funds, Federal Funds, Other, and Total (\$25,000,000).

Agency Head Signature: [Handwritten Signature]
Date: 7-27-2024