

1995-96 SESSION  
COMMITTEE HEARING  
RECORDS

Committee Name:

Joint Committee on  
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

- 05hrAC-EdR\_RCP\_pt01a
- 05hrAC-EdR\_RCP\_pt01b
- 05hrAC-EdR\_RCP\_pt02

➤ Appointments ... Appt

➤ \*\*

➤ Clearinghouse Rules ... CRule

➤ \*\*

➤ Committee Hearings ... CH

➤ \*\*

➤ Committee Reports ... CR

➤ \*\*

➤ Executive Sessions ... ES

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➤ Hearing Records ... HR

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➤ Miscellaneous ... Misc

➤ 95hrJC-Fi\_Misc\_pt14a

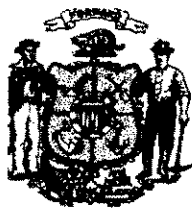
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# STATE OF WISCONSIN

SENATE CHAIR  
TIM WEEDEN

119 Martin Luther King Blvd.  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: 266-2253



ASSEMBLY CHAIR  
BEN BRANCEL

119 Martin Luther King Blvd.  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: 266-7746

## JOINT COMMITTEE ON FINANCE

February 20, 1996

Mr. James R. Klauser, Secretary  
Department of Administration  
101 East Wilson Street, 10th Floor  
Madison, WI 53707-7864

Dear Secretary Klauser:

In November of 1995, we granted your request for an extension of the deadline for submittal of the joint DOA and Educational Technology Board report regarding the Pioneering Partners Program. The 1995-97 state budget (section 9159(11g) of 1995 Act 27) required that this report be submitted to the Joint Committee on Finance by November 1, 1995.

In a letter dated November 30, 1995, you stated that it was unlikely that the report could be completed prior to February 2, 1995. However, we have yet to receive the report. We ask that you inform us by next Tuesday (February 27) as to when the report will be provided to the Committee.

Sincerely,

Handwritten signature of Tim Weeden in black ink.

TIM WEEDEN  
Senate Chair

Handwritten signature of Ben Brancel in black ink.

BEN BRANCEL  
Assembly Chair

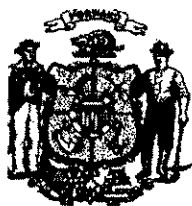
TW/BB/kc

cc: Members, Joint Committee on Finance

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P.O. Box 7882  
Madison, WI 53707-7882  
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ASSEMBLY CHAIR  
BEN BRANCEL

119 Martin Luther King Blvd.  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: 266-7746

## JOINT COMMITTEE ON FINANCE

March 21, 1996

Mr. James R. Klauser, Secretary  
Department of Administration  
101 E. Wilson Street, 10th Floor  
Madison, WI 53707

Dear Secretary Klauser:

On March 1, 1996, a combined s. 16.515 request recommending PR funding increases in various appropriations for expenditure of releases from the information technology investment fund (ITIF) was submitted by you to the Joint Committee on Finance for its approval. That request also included recommendations for increases in a number of non-ITIF program revenue appropriations for information technology projects which had also been reviewed and recommended by DOA. Further, on March 15, 1996, you submitted an amendment to your earlier memorandum recommending certain additional funding increases.

The Co-Chairs have decided that these requests should receive further review by the Committee and therefore we will schedule a meeting of the Committee to consider these requests.

Sincerely,

Handwritten signature of Tim Weeden in black ink.

TIM WEEDEN  
Senate Chair

Handwritten signature of Ben Brancel in black ink.

BEN BRANCEL  
Assembly Chair

TW/BB/kc

cc: Members, Joint Committee on Finance  
Dan Caucutt, DOA  
Bob Lang, LFB

3-15-96

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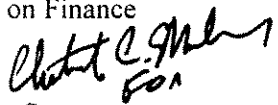
**CORRESPONDENCE MEMORANDUM**

**STATE OF WISCONSIN  
Department of Administration**

**Date:** March 14, 1996

**To:** The Honorable Tim Weeden, Co-Chair  
Joint Committee on Finance

The Honorable Ben Brancel, Co-Chair  
Joint Committee on Finance



**From:** James R. Klauser, Secretary  
Department of Administration

**Subject:** Amendment to the Request under s. 16.515 From the Department of Administration for the Information Technology Investment Fund

**REQUEST**

The Department of Administration (DOA) requests a modification to the original s. 16.515 recommendation submitted on March 1, 1996 to the Joint Committee on Finance (JCF). This amendment modifies the recommendation for the Department of Military Affairs, Division of Emergency Government (DMA/DEG) and thus, modifies the overall loan transfer recommendation from DOA's appropriation to the Information Technology Investment Fund (ITIF).

DOA requests transfer in FY96 of \$40,100 for the first year of three years of masterlease payments from the ITIF to s. 20.465 (3)(a), general program operations. DOA also requests increased expenditure authority in FY96 of \$7,600 for the first year of three years of masterlease payments to s. 20.465(3)(i), emergency planning and reporting; administration, and increased expenditure authority in FY96 of \$5,200 for the first year of three years of masterlease payments to s. 20.465(3)(g), program services. The total cost of DMA/DEG's conversion to basic infrastructure standards is \$206,200, however, DMA/DEG has \$20,300 in base budget resources for IT which have been reduced from the masterlease costs. The total cost of DMA/DEG's infrastructure conversion is not changed by this request. In the original s. 16.515 request for DMA/DEG infrastructure, the DOA recommendation was to fund the entire \$206,200 from appropriation s. 20.465 (3)(i). Due to solvency concerns of the s. 20.465(3)(i) appropriation, the request for DMA/DEG was further analyzed and, thus, results in this modification to the s. 16.515 request.

However, the recommendation in the original s. 16.515 request for funding for DMA's emergency government mobile unit backup for \$15,000 will remain unchanged, as well as DOA's recommendation for funding from the ITIF of \$46,300 for national guard operations.

**BACKGROUND**

After further review and analysis of the Department of Military Affairs, Division of Emergency Government (DMA/DEG) information technology request to DOA for funding through the information technology investment fund (ITIF) process for FY96, it was determined that substantial funding adjustments needed to be made in DOA's s. 16.515 recommendations to the JCF. Solvency concerns of appropriation s. 20.465 (3)(i) make it impossible for DMA/DEG to fund the entire \$206,200 of IT infrastructure for the division. The sources of revenue in this appropriation are from a one-time planning fee and an annual inventory fee paid by facilities that store or use hazardous materials. The fees fund the administration of the program and are used to provide grants to counties (local emergency planning committees) to develop emergency response plans. As a result, the three appropriations which support DEG's operations will fund IT infrastructure based upon each operations' number of knowledge workers and specific IT needs. Of the total cost of DEG's infrastructure of \$206,200, s. 20.465(3)(a), general program operations, will fund 55%, s. 20.465(3)(i), emergency planning and reporting, will fund 25%, and s.20.465(3)(g), program services, will fund 20% of the costs.

**RECOMMENDATION**

Approve the amended recommendation for DMA/DEG. Recommended transfers of funding from the ITIF and increased expenditure authority modifications to DMA/DEG appropriations are highlighted below.

<u>Project</u>	<u>Chapter 20 Appropriation Transferring \$</u>	<u>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</u>	<u>Amount (\$) of Transfer for FY 1996</u>	<u>Amount (\$) of Transfer for FY 1997</u>
<b>Other Agency IT Requests - ITIF Master Leased for 3 years</b>				
Military Affairs	s. 20.870(1)(q)	s.20.465(1)(kn)	*\$46,300	*\$46,300
<b>Total:</b>	s. 20.870(1)(q)	s.20.465(3)(a)	\$40,100	<u>\$40,100</u>
				<b>\$86,400</b>
<b>Other Agency IT Requests - PRO Master Leased for 3 years</b>				
Military Affairs		s.20.465(3)(i)	\$7,600	\$7,600
		s.20.465(3)(g)	\$5,200	\$5,200
<b>Total:</b>		s.20.465(3)(i)	*\$5,325	<u>*\$5,325</u>
				<b>\$18,125</b>

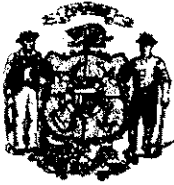
JCF Co-Chairs Weeden/Brancel  
Amendment to ITIF s. 16.515 Request  
March 14, 1996  
Page 3

\* The recommendations for DMA's National Guard Operations, s. 20.465(1)(kn) and DMA/DEG emergency government mobile unit backup, s. 20.465(3)(i) remain unchanged.

The total funding from the ITIF and the expenditure authority requested by DMA/DEG for FY96 and FY97 is reduced by base budget funds available for IT in each of the appropriations. Base funding in each of the appropriations is as follows: s. 20.465(3)(a) has \$1,400; s. 20.465(3)(i) has \$9,900; and s. 20.465(3)(g) has \$9,000.

The additional recommendation for funding for DMA/DEG from the ITIF creates a necessary modification to the total IT infrastructure expenditure authority request for FY96 grant awards from the ITIF. With the additional transfer of \$40,100 from the ITIF to s. 20.465 (3)(a), the total IT infrastructure expenditure authority request from the ITIF for FY96 is \$4,107,273 (instead of \$4,067,173). DOA will use its authority under s. 20.002 (11) to make a loan of \$4,108,000 (instead of \$4,100,000) from the PRS appropriation under s. 20.505 (1)(ke), telecommunications and data processing services, to the ITIF to distribute grants to agencies in FY96.

As stated in the original s. 16.515 request, DOA's recommendation is to approve spending authority requirements needed for FY97 ITIF obligations for funding of FY96 projects including increased expenditure authority for PRO projects. The modification to DMA/DEG changes the overall continuing ITIF and PRO cost recommendations in the original s. 16.515 request. With the addition of changes to DMA/DEG, the new obligations total for FY97 is \$2,050,783 (instead of \$2,010,683) for continuing ITIF costs, of which \$668,303 (instead of \$628,203) is for master lease payments from the ITIF. It also includes continuing increased expenditure authority of \$218,753 (instead of \$270,153) for master lease payments of PRO agencies.



## Legislative Fiscal Bureau

One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873

March 18, 1996

TO: Members  
Joint Committee on Finance

FROM: Bob Lang, Director

SUBJECT: Information Technology Investment Fund s. 16.515 Request

On March 1, 1996, the Department of Administration submitted a request under s. 16.515 related to information technology funding in various agencies, and making the initial grants from the information technology investment fund (ITIF). Under the request, DOA is seeking total increases of \$4,567,402 PR in 1995-96 and \$2,280,836 PR in 1996-97. Unless the Committee schedules the request for a meeting under s. 13.10, the request will be approved on March 22, 1996.

This memorandum provides background information related to the request and a summary of DOA's recommendations. The summary is organized to follow DOA's February, 1996, document titled Information Technology Investment Fund Recommendations which was attached to the s. 16.515 request submitted by DOA.

### BACKGROUND

#### ITIF

The information technology investment fund was created in 1995 Act 27 to provide a specific source of revenue for the initiation and development of information technology in state agencies. Revenue for the fund is to be generated from a fee on vendors doing business with the state. In Act 27, a special award process was established for information technology project grants for 1995-96. For 1995-96 awards, DOA is required to: (1) submit a single s. 16.515 request for increases to agency PR appropriations established for expenditure of grants from the information technology investment fund; (2) provide a detailed description of the projects being funded, the total cost of the projects, the annual commitments from the fund for the project, and completion date for each project; and (3) give priority consideration for grant funding to those projects originally allocated monies from the fund in the biennial budget bill for fiscal year 1995-96.

In addition to this special, one-time award process for 1995-96, Act 27 also created an annual grant award process for grants to be awarded beginning in 1996-97. Under this process, DOA is required to distribute awards on an annual grant cycle basis. The Department is required to submit grant criteria to the Joint Committee on Information Policy by September 15 of each year for its approval. Subsequent to approval of the criteria, DOA is required to distribute grant applications to state agencies by January 1 of the following year. State agencies then are required to submit any requests for funding from the ITIF to DOA and DOA is to then make awards by May 15, for the following fiscal year. Increases in expenditure authority for individual agency information technology development project appropriations are to then be submitted to the Joint Committee on Finance by the Secretary of DOA under s. 16.515 following completion of the annual award process. The first awards under this process will occur in May, 1996, for 1996-97 fiscal year funding.

### 1995-96 Request

The recommendation currently before the Committee is for 1995-96 grants under the initial awards process. The request provides grants to 28 agencies. In addition, the request also provides increased expenditure authority from agency PR appropriations for projects in an additional seven agencies. (The Department of Military Affairs would receive both an increase in PR expenditure authority and an ITIF award.)

Eight of the agencies are receiving grants in 1995-96, to make first payments on projects financed over a three-year period under the state's master lease program. The master lease is a \$50 million revolving line of credit the state has with a lender for state agencies' purchases of capital equipment such as computer hardware and software, and distance education services. The program is administered by DOA. Terms of monies borrowed vary but are less than seven years, with a 90-day adjustable interest rate. Payments under the program are made annually by DOA in February and August.

Agencies utilizing the grant for master lease payments also have increased funding for 1996-97 for continued payment under the master lease. It is important to note that while funding for 1997-98 cannot be a part of this authorization, the implication of approving projects in the 1995-96 cycle that will be financed through master lease financing is that a draw down from the fund is being made for not only 1995-96 and 1996-97, but also for 1997-98. While the use of master leave financing spreads costs over a period of three years, it also means that some of the fund revenue in 1996-97 and 1997-98 is committed and would not be available for grants for 1996-97 or 1997-98.

The requested funding amounts are indicated in Table 1. The cost of grants from the information technology investment fund are indicated in the columns headed ITIF. Funding for projects that are to come from existing agency PR appropriations are shown in columns headed non-ITIF.



**TABLE 1**  
**Requested Funding Increases -- Information Technology**

<u>Agency</u>	<u>ITIF</u> <u>95-96</u>	<u>ITIF</u> <u>96-97</u>	<u>Non-ITIF</u> <u>95-96</u>	<u>Non-ITIF</u> <u>96-97</u>
Administration	\$961,350	\$1,250,000	\$0	\$0
Adolescent Pregnancy Prevention and Services Board	10,500	0	0	0
Agriculture, Trade and Consumer Protection	63,030	63,030	0	0
Arts Board	36,000	0	0	0
Board of Commissioners of Public Lands*	0	0	33,450	0
Board on Aging and Long Term Care	24,400	0	0	0
Child Abuse and Neglect Board	28,220	0	0	0
Corrections	10,650	10,650	0	0
Development	32,000	32,000	0	0
Elections Board	86,620	0	0	0
Employment Relations Commission	143,680	0	0	0
Ethics Board	48,120	0	0	0
Financial Institutions	0	0	200,628	200,628
Health and Social Services	200,000	0	0	0
Division of Hearings and Appeals**	51,400	0	0	0
Insurance	0	0	129,526	0
Joint Survey Committee on Retirement Systems	18,600	0	0	0
Land Information Board**	0	0	3,000	0
Legislature	1,000,000	0	0	0
Lieutenant Governor	44,820	0	0	0
Military Affairs	46,300	46,300	78,525	69,525
Natural Resources	335,148	335,148	0	0
Office of Justice Assistance**	73,220	0	0	0
Personnel Commission	57,420	0	0	0
Public Instruction	44,375	44,375	0	0
Public Service Commission	0	0	50,000	0
Revenue	16,000	16,000	0	0
Tax Appeals Commission**	10,200	0	0	0
Tourism	100,700	80,700	0	0
University of Wisconsin	400,000	0	0	0
Waste Facilities Siting Board**	0	0	5,100	0
Wisconsin Conservation Corps	71,220	0	0	0
Wisconsin Technical College System Board	49,000	0	0	0
Wisconsin-Minnesota Boundary Area Commission	24,200	0	0	0
	<u>\$3,987,173</u>	<u>\$1,878,203</u>	<u>\$500,229</u>	<u>\$270,153</u>

NOTE: \*This entity is attached to Office of the State Treasurer for administrative purposes.

\*\*These separate entities are attached to the Department of Administration for administrative purposes.

### IT Standards for State Agencies

On December 4, 1995, DOA recommended computer hardware and software standards for all executive branch agencies. The Department specified that agencies should meet these standards within four years (by the end of 1998-99). In order to achieve these standards, DOA has required that each state agency submit a plan (termed a migration plan) on how these standards will be reached. A number of the grant recommendations in DOA's request are related to allowing agencies to meet these basic infrastructure standards.

### Special Carry Over Expenditure Authority

In addition to increased expenditure authority, DOA has requested one-time authorization to carry-over (on a non-base building status) all unused 1995-96 expenditure authority for increases approved under its request in to 1996-97. The Department argues that due to the time involved in developing the criteria for awarding grants, the submission of the request comes relatively late in the fiscal year. As a result, DOA and the agencies will have at most three months to make the necessary purchases and begin implementation of the projects.

The Department indicates that if the request for carry-over of unused expenditure authority is denied, DOA and the agencies may be able to encumber some of the expenditure authority. However, unless all vendors are known and purchase orders are written for the IT infrastructure items before June 30, 1996, DOA may not be able to encumber all of the funds allotted in 1995-96 for IT development projects. In that case, agencies would be required to resubmit requests for funding from the fund or for PR expenditure increases in 1996-97 which could further delay IT development projects and the statewide movement to IT standards.

### Vendor Fee

Act 27 authorized DOA to assess fees from private vendors doing business with the state to provide a source of revenue for the fund. The Department has submitted rules prescribing fee amounts which are projected to provide \$4,589,600 annually to the fund. Under DOA's proposed rules, the following fees would be charged: (1) for each contract between \$10,000 and \$50,000, \$300 per contract; (2) for each contract of more than \$50,000 but less than \$100,000, \$1,000 per contract; (3) for each contract between \$100,000 and less than \$1,000,000, \$3,000 per contract; and (4) for each contract over \$1,000,000, \$5,000 per contract. In addition, DOA has proposed rules for a vendor subscription fee of \$100 per year. It should be noted that no estimate of revenues for the subscription service is currently available because it is not known how many vendors will subscribe.

The Department does not expect that revenues from the vendor fee or the subscription fee will be available before July, 1996. The Department has indicated that it will use its authority under s. 20.002(11) to loan \$4,100,000 from DOA's telecommunications and data processing services appropriation to the ITIF in order to finance the 1995-96 expenditures in the request. The loan would be made after the vendor fee is approved under the rules process. The loan

would provide monies to fund for grants until sufficient revenues are available from the vendor fees. Although the request notes that DOA "will pursue an aggressive payback schedule and hopes to pay back the loan in five to six years," the Department indicates that its specific plan to reimburse the telecommunications appropriation for this loan will be submitted to the Committee at a later date. As of March 15, 1996, administrative rules have not yet been submitted for review by the Legislature.

ITIF Condition Statement

Table 2 provides a fund condition statement for the information technology investment fund, based on expenditures proposed in the request and revenue figures from DOA's proposed rules. As the table indicates, the fund would have a balance at the end of 1996-97 of \$2.5 million. It should be noted, however, that grant awards for 1996-97 have not yet been made and would come from this remaining balance. In addition, projected continuing costs from this request are shown for 1997-98 to identify on-going fund commitments for the third year of master lease funding for projects approved for 1995-96 and for expected on-going DOA administrative costs. While additional revenue from the subscription fee is anticipated, no estimate is included because it is unknown how many vendors will participate.

**TABLE 2**  
**Information Technology Investment Fund Condition Statement**

	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>
<b>Revenue</b>			
Opening Balance	\$0	\$32,827	\$2,511,724
Vendor Fee	0	4,589,600	4,589,600
Loan from DOA PR Appropriation	<u>4,100,000</u>	<u>0</u>	<u>0</u>
Total	\$4,100,000	\$4,622,427	\$7,101,324
<b>Expenditures</b>			
Administration *	\$80,000	\$132,500	\$132,500
ITIF One-Time Grants	2,397,620	0	0
ITIF Three-Year Grants (master lease payments)	648,203	628,203	628,203
VendorNet **	552,100	250,000	250,000
Infrastructure Support **	389,250	1,000,000	0
Repayment of DOA Loan	<u>0</u>	<u>100,000</u>	<u>100,000</u>
Total	\$4,067,173	\$2,110,703	\$1,110,703
<b>Ending Balance</b>	\$32,827	\$2,511,724	\$5,990,621

\* Funding for DOA administration is not part of the current request before the Committee because it requires action under s. 13.10.

\*\* DOA indicates that support for infrastructure support after 1996-97 is expected to be funded from direct charges to state agencies and no longer be a part of fund expenses.

## **SUMMARY OF REQUEST**

The request from DOA contains three components: (1) increases in ITIF program revenue appropriations in various agencies to reflect the funds released for various agency projects which are intended to be expended in 1995-96 or 1996-97; (2) increases in program revenue appropriations for seven agencies for various information technology projects including basic infrastructure improvements; and (3) approval of DOA's request for one-time authorization to provide for the carryover of unexpended ITIF grant funds allocated under this request for expenditure in 1995-96 into fiscal year 1996-97.

Attachment 1 to this memorandum summarizes the ITIF grants that DOA has authorized under this s. 16.515 request. The attachment identifies each agency for which funding is recommended, the purpose for the grant, and the appropriation for which increased funding is recommended and the amount of the increase. It should be noted that the total funding identified in Attachment 1 is less than that recommended by DOA by \$80,000 in 1995-96 and \$132,500 in 1996-97. This is because these are funding releases which DOA will be requesting under s. 13.101 for administrative costs associated with the operation of the ITIF.

Attachment 2 to this memorandum summarizes the increases in non-ITIF agency appropriations which DOA has included as a part of this s. 16.515 request.

The following portions of this summary include both ITIF and non-ITIF funding increases. The sections are organized in the same order that DOA's document is presented and the same section titles are used here. The page reference is to the page in the DOA document where the section including the detailed requests begins.

### **VENDORNET [p. 2]**

The Department recommends \$552,100 in 1995-96 and \$250,000 in 1996-97 from the ITIF to DOA for the development of a statewide vendor information system, called VendorNet, that will provide information on state procurement practices via the Internet to vendors who do business with the State of Wisconsin. In addition to vendor information, VendorNet will also enable DOA to electronically administer the proposed vendor fee and to maintain a central database of vendors. The recommendation includes \$31,100 to provide Internet access to agencies which do not currently have it available.

### **INFRASTRUCTURE SUPPORT [p. 4]**

The Department recommends \$389,250 in 1995-96 and \$1,000,000 in 1996-97 from the ITIF to DOA to provide consultation, help desk and training services to small agencies that are being recommended for upgrade from their current configuration to the basic infrastructure standards.

These services would be provided through contracting with outside entities. The service areas and amounts of funding to be allocated are as follows:

	<u>1995-96</u>	<u>1996-97</u>
Help Desk Services	\$105,000	\$525,000
Consultation Services	56,250	225,000
Training Services	<u>185,000</u>	<u>250,000</u>
 Total	 \$346,250	 \$1,000,000

The Department is also recommending \$43,000 in 1995-96 for purchase by DOA of computer equipment related to the provisions of such infrastructure support services.

### **SMALL AGENCY BASIS INFRASTRUCTURE [p. 6]**

The Department recommends \$728,620 in 1995-96 from the ITIF to DOA to fund the upgrade of fifteen small agencies from current computer hardware and software configuration to DOA's infrastructure standards. The majority of these funds are for additional or upgraded personal computers, software upgrades and associated computer system equipment such as printers, local area network file servers, modems and routers. While these funds would be released for individual agency projects, DOA recommends that these funds all be transferred to a general multi-agency appropriation in DOA which would streamline the administration of these monies and the purchase of the hardware and software items. All of these monies would represent one-time expenditure commitments in 1995-96.

Funding amounts are as follows:

<u>Agency</u>	<u>1995-96 ITIF Grant</u>
Board on Aging and Long Term Care	\$24,400
Adolescent Pregnancy Prevention and Services Board	10,500
Hearing and Appeals	51,400
Child Abuse and Neglect Board	28,220
Ethics Board	48,120
Elections Board	86,620
Lieutenant Governor	44,820
Personnel Commission	57,420
Joint Survey Committee on Retirement Systems	18,600
Tax Appeals Commission	10,200
Arts Board	36,000
Wisconsin-Minnesota Boundary Area Commission*	24,200
Wisconsin Conservation Corp	71,220
Employment Relations Commission	143,680
Office of Justice Assistance	<u>73,220</u>
 TOTAL	 \$728,620

\*[NOTE: DOA's narrative states that total project costs for the Wisconsin-Minnesota Boundary Area Commission would be \$24,200, of which half would be provided by Minnesota. However, the actual recommendation from DOA provides \$24,200 from the ITIF.]

In addition to the agencies identified above, DOA is recommending that PR expenditure authority be increased in 1995-96 for three other small agencies in order to allow these agencies to use existing unbudgeted revenues for infrastructure projects. These agencies are:

Land Information Board	\$3,000
Board of Commissioners of Public Lands	33,450
Waste Facilities Siting Board	<u>5,100</u>
Total	\$41,550

## **OTHER AGENCY INFRASTRUCTURE REQUESTS**

### **Department of Natural Resources**

District Network Expansion [p. 13]. Provide \$260,048 in 1995-96 and 1996-97 for the first two years of three years of master lease payments from the ITIF for a DNR network expansion project. Funding will be used in connection with capital budget expenditures to fully network sixteen newly-organized regional service centers with each other and the central office. Equipment in the request includes: cabling, router installation, communications lines, servers, hubs, network interface cards, printers and computer workstations.

### **Department of Military Affairs**

Basic Infrastructure [p. 13]. Provide \$46,300 in 1995-96 and 1996-97 for the first two years of three years of master lease payments from the ITIF to meet standard basic infrastructure needs of DMA's National Guard operations. In addition, increase PR expenditure authority for DMA's Division of Emergency Government by \$73,200 in 1995-96 and \$64,200 in 1996-97 for the first two years of three year master lease payments for basic infrastructure upgrade.

### **Department of Tourism**

Infrastructure [p. 14]. Provide \$100,700 in 1995-96 and \$80,700 in 1996-97 from the ITIF for the first two years of three years of master lease payments to modify the basic infrastructure.

### **Office of the Commissioner of Insurance**

Infrastructure [p. 14]. Provide increased expenditure authority of \$129,526 PR for the second phase of the OCI's infrastructure project. The Office received funding in Act 27 to install a local area network and associated desktop infrastructure. Funding in this request would allow the OCI to purchase hardware and software including desktop and laptop computers with additional memory, printers, network hardware and software.

## **Legislature**

Infrastructure [p. 15]. Provide \$1,000,000 in 1995-96 from the ITIF for the Legislature to begin implementation of its \$4 million infrastructure upgrade plan for the Assembly and Senate. The plan calls for the upgrade of 470 legislative office and caucus staff workstations. Under the overall plan, the Legislature will: upgrade office 286/386 computers to Dell Pentium with Windows applications, upgrade office printers and software, install new token ring cards to increase memory capability, provide standard software application for all computers, and provide for installation and initial support. The plan calls for the upgrade to be completed before the May, 1996, floor period.

## **INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS IDENTIFIED IN 1995 WISCONSIN ACT 27**

In the 1995-97 budget, the Governor recommended that a number of information technology development projects be approved for funding from ITIF. Subsequent legislative action removed funding for these projects from the budget and allocated them as items for priority consideration for funding from the ITIF during 1995-96. The specific projects deferred are listed in s. 9101(2li) of the non-statutory provisions of 1995 Wisconsin Act 27. Those projects for which DOA has recommended funding in 1995-96 are summarized below by agency.

### **Department of Agriculture, Trade and Consumer Protection**

Interactive Voice Response and Complaint Tracking System [p. 16]. Provide \$63,030 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to automate the complaint tracking system and provide an interactive voice response (IVR) system for the Bureau of Consumer Protection. The recommendation would integrate DATCP's automated complaint tracking system with its new, automated telephone system and network the five offices that receive complaints. The request would also provide 19 personal computers and database software packages, reprogram the IVR system which was transferred from the Department of Justice to DATCP, complete programming of the automated complaints tracking system, integrate the databases of the two department and connect the IVR to the database.

### **Department of Development**

Interactive Voice Response [p. 17]. Provide \$32,000 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to enable the DOD to develop an IVR system to provide information on department operations through a variety of media. The system is designed to provide a fax back capability and bulletin board access to department information as well as upgrade DODs' existing 1-800 number and voice mail services.

## **Department of Corrections**

Scheduling Software [p. 17]. Provide \$10,650 in 1995-96 and 1996-97 from the ITIF for the first two years of three year of master lease payments to enable Corrections to purchase program scheduling software for inmate program assignments in 12 correctional institutions.

## **Department of Military Affairs**

Emergency Government Mobile Unit Backup [p. 18]. Provide increased expenditure authority of \$5,325 in 1995-96 and 1996-97 for the first two years of three years of master lease payments to enable DMA to purchase the equipment to backup its emergency government mobile unit. Funding would come from the Division of Emergency Government's appropriation for emergency planning and reporting.

## **Department of Natural Resources**

Expansion of Boat Registration System [p. 19]. Provide \$43,100 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to enable DNR to expand its automated boat registration system to all of its vehicles, and to decentralize accessibility to the system. The Department proposes to expand a system which is currently operating only in the central office in order to provide access in its new service centers to an on-line boat registration processing system and to also expand that system to include snowmobiles and all-terrain vehicles.

IVR Portion of the Outdoor Skills Initiative [p. 19]. Provide \$32,000 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to enable DNR to develop an interactive voice response (IVR) system to provide information on outdoor skills training and activities. The system would be designed to provide up-to-date hunting and fishing information related to outdoor skills training and scheduled participatory events throughout the state. The system is expected to provide increased public awareness related to recreational safety issues, rapid dissemination of event information and 24-hour customer service.

## **Department of Public Instruction**

Department Information Voice Response System [p. 19]. Provide \$44,375 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to enable the DPI to develop an IVR system with a fax back capability. The project includes the development of an automated system to direct incoming calls, provide electronic information retrieval systems and an integrated fax system.

## **Department of Revenue**

Milwaukee Refund System [p. 20]. Provide \$16,000 in 1995-96 and 1996-97 from the ITIF for the first two years of three years of master lease payments to enable DOR to develop



an interactive voice response system to respond to tax refund inquiries originating in Milwaukee.

### **Board of Regents of the University of Wisconsin**

Distance Education [p. 20]. Provide \$400,000 from the ITIF to enable the University of Wisconsin to begin implementing Phase I of its statewide access to quality education project. The program is designed to provide statewide linkages among university campuses, technical colleges, K-12 classrooms and libraries. The project would develop new educational support services in six areas: improved access to college preparatory experiences from participating schools; improved access to library materials and services; improved access to college selection and program selection information; ability to submit college applications via the Internet; ability to review class schedules via the Internet; and enhanced course delivery through telecommunications.

### **INFORMATION TECHNOLOGY INFRASTRUCTURE OF THE DEPARTMENT OF FINANCIAL INSTITUTIONS [p. 21]**

Provide increased expenditure authority of \$181,600 in 1995-96 and 1996-97 in DFI's general program operations appropriation for the first two years of three years of master lease payments, for basic infrastructure improvement. In addition, increase expenditure authority by \$19,000 in 1995-96 and 1996-97 in the separate general program operations appropriation for Office of Commissioner of Credit Unions to fund the separate infrastructure costs of that Office which is attached to DFI for administrative purposes. [NOTE: Although funding is recommended to be provided in 1995-96, the appropriations that are increased do not become effective until 1996-97.]

### **OTHER INFORMATION TECHNOLOGY DEVELOPMENT PROJECT REQUESTS**

#### **Health and Social Services**

Scheduling and Timekeeping [p. 25]. Provide \$200,000 in 1995-96 and 1996-97 from the ITIF to enable H&SS to implement a scheduling and timekeeping project for the Department's care and treatment facilities.

#### **Department of Administration**

Electronic Forms [p. 25]. Provide \$20,000 in 1995-96 from the ITIF to enable DOA to establish a statewide standard for electronic forms. The funds would support consultation services and pilot software, support and training for six form designers.

## **Public Service Commission**

Electronic Reporting Filing [p. 26]. Provide increased expenditure authority of \$50,000 in 1995-96 for the development of an electronic filing system for annual reports submitted to the Commission by utilities. The funds will be used to analyze the current annual PSC report filing process and develop a reengineered electronic process.

## **Wisconsin Technical College System Board**

Workstation Servers [p. 26]. Provide \$49,000 in 1995-96 from the ITIF for the WTCS Board for the purchase of two computer file servers and a computer file storage system.

**ATTACHMENT I**

**Information Technology Investment Fund  
1995-96 Grant Awards**

<u>Agency</u>	<u>Purpose</u>	<u>Amount 1995-96</u>	<u>Amount 1996-97</u>	<u>Appropriation</u>
<b>Vendor/Net</b>				
Administration	VendorNet	\$552,100	\$250,000	20.505(1)(kn)
<b>Infrastructure Support</b>				
Administration	Infrastructure Support			
	-- Help Desk Services	105,000	525,000	20.505(1)(kn)
	-- Hardware and Network Planning Consulting Services	56,250	225,000	20.505(1)(kn)
	-- Training Services	185,000	250,000	20.505(1)(kn)
	-- Equipment for Support Staff	43,000	0	20.505(1)(kn)
	<b>Subtotal</b>	<b>\$389,250</b>	<b>\$1,000,000</b>	
<b>Small Agency Basic Infrastructure</b>				
Board on Aging and Long Term Care	Basic Infrastructure	\$24,400	\$0	20.505(1)(kn)
Adolescent Pregnancy Prevention & Services Bd.	Basic Infrastructure	10,500	0	20.505(1)(kn)
Division of Hearings and Appeals	Basic Infrastructure	51,400	0	20.505(1)(kn)
Child Abuse and Neglect Board	Basic Infrastructure	28,220	0	20.505(1)(kn)
Ethics Board	Basic Infrastructure	48,120	0	20.505(1)(kn)
Elections Board	Basic Infrastructure	86,620	0	20.505(1)(kn)
Lieutenant Governor	Basic Infrastructure	44,820	0	20.505(1)(kn)
Personnel Commission	Basic Infrastructure	57,420	0	20.505(1)(kn)
Joint Survey Committee on Retirement Systems	Basic Infrastructure	18,600	0	20.505(1)(kn)
Tax Appeals Commission	Basic Infrastructure	10,200	0	20.505(1)(kn)
Arts Board	Basic Infrastructure	36,000	0	20.505(1)(kn)
Wisconsin-Minnesota Boundary Area Commission	Basic Infrastructure	24,200	0	20.505(1)(kn)
Wisconsin Conservation Corps	Basic Infrastructure	71,220	0	20.505(1)(kn)
Employment Relations Commission	Basic Infrastructure	143,680	0	20.505(1)(kn)
Office of Justice Assistance	Basic Infrastructure	73,220	0	20.505(1)(kn)
<b>Large Agency Basic Infrastructure</b>				
Natural Resources	Network Expansion	\$260,048	\$260,048	20.370(8)(mh)
Military Affairs	Basic Infrastructure -- National Guard Operation	\$46,300	\$46,300	20.465(1)(kn)
Tourism	Basic Infrastructure	100,700	80,700	20.380(1)(kd)
Legislature	Basic Infrastructure	1,000,000	0	20.765(1)(ka)

<u>Agency</u>	<u>Purpose</u>	<u>Amount 1995-96</u>	<u>Amount 1996-97</u>	<u>Appropriation</u>
<b>IT Development Projects Identified in Act 27</b>				
Agriculture, Trade and Consumer Protection	Interactive Voice Response and Complaint Tracking System	\$63,030	\$63,030	20.115(8)(kt)
Development	Interactive Voice Response Information Desk	32,000	32,000	20.143(4)(kc)
Corrections	Scheduling Software	10,650	10,650	20.410(1)(kw)
Natural Resources	Expansion of Boat Registration System	43,100	43,100	20.370(8)(mh)
Natural Resources	Interactive Voice Response--Outdoor Skills Initiative	32,000	32,000	20.370(8)(mh)
Public Instruction	Interactive Voice Response System	44,375	44,375	20.255(1)(kt)
Revenue	Milwaukee Refund System	16,000	16,000	20.566(3)(ka)
University of Wisconsin	Distance Education	400,000	0	20.285(1)(kc)
<b>Other IT Projects</b>				
Health and Social Services	Scheduling and Timekeeping	\$200,000	\$0	20.435(8)(ka)
Administration	Electronic Forms	20,000	0	20.505(1)(kn)
Wisconsin Technical College System Board	Workstation Servers	49,000	0	20.292(1)(kb)
<b>Total</b>		<b>\$3,987,173</b>	<b>\$1,878,203</b>	

## ATTACHMENT 2

### Agency Non-ITIF Appropriation Increase

<u>Agency</u>	<u>Purpose</u>	<u>Amount 1995-96</u>	<u>Amount 1996-97</u>	<u>Appropriation</u>
<b>Small Agency Basic Infrastructure</b>				
Land Information Board	Basic Infrastructure	\$3,000	\$0	20,505(4)(k)
Board of Commissioners of Public Lands	Basic Infrastructure	33,450	0	20,585(2)(hg)
Waste Facilities Siting Board	Basic Infrastructure	5,100	0	20,505(4)(k)
<b>Large Agency Basic Infrastructure</b>				
Military Affairs	Basic Infrastructure -- Emergency Government Operation	73,200	64,200	20,465(3)(i)
Insurance	Basic Infrastructure	121,973	0	20,145(1)(g)
Insurance	Basic Infrastructure	7,553	0	20,145(8)(hg)
<b>IT Development Projects Identified in Act 27</b>				
Military Affairs	Emergency Government Mobile Unit Backup	5,325	5,325	20,465(3)(i)
<b>Department of Financial Institutions</b>				
	Basic Infrastructure -- General Program Operations	\$181,628	\$181,628	20,144(1)(g)
	Basic Infrastructure--Office of Commissioner of Credit Unions	19,000	19,000	20,144(2)(g)
<b>Other IT Projects</b>				
Public Service Commission	Electronic Report Filing	<u>50,000</u>	<u>0</u>	20,155(1)(g)
<b>Total</b>		\$500,229	\$270,153	

# STATE OF WISCONSIN

SENATE CHAIR  
TIM WEEDEN

LL1, 119 Martin Luther King Jr. Blvd.  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: 608-266-2253



ASSEMBLY CHAIR  
BEN BRANCEL

LL2, 119 Martin Luther King Jr. Blvd.  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: 608-266-7746

## JOINT COMMITTEE ON FINANCE

TO: Members, Joint Committee on Finance

FROM: Representative Ben Brancel  
Senator Tim Weeden  
Co-Chairs, Joint Committee on Finance

DATE: March 5, 1996

RE: 16.505/515 (2) Request

Attached is a copy of a request from the Department of Administration dated March 1, 1996 pursuant to 16.505/515 (2) pertaining to requests from multiple agencies and the Department of Administration.

Please review these items and notify Representative Ben Brancel's office not later than March 21, 1996 if you have any concerns about the request or would like the committee to meet formally to consider it.

Also, please contact us if you need further information.

BB:TW:kc

**CORRESPONDENCE MEMORANDUM**

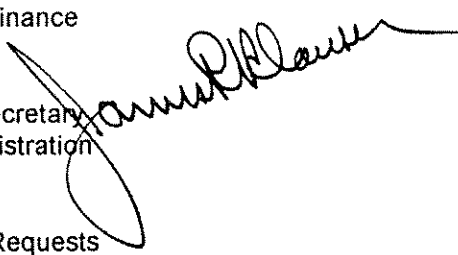
**STATE OF WISCONSIN  
Department of Administration**

**Date:** March 1, 1996

**To:** The Honorable Tim Weeden, Co-Chair  
Joint Committee on Finance

The Honorable Ben Brancel, Co-Chair  
Joint Committee on Finance

**From:** James R. Klauser, Secretary  
Department of Administration



**Subject:** S. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u>		<u>1996-97</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
Multiple Agencies *	IT Infrastructure Projects	\$500,229		\$270,153	
DOA ** s. 20.870(1)(q)	ITIF Infrastructure Projects	\$4,067,173		\$2,010,683	

\* The detailed listing of agencies and their corresponding PR appropriations and amount of funding recommended is included on page 7-9 of the attached table in the February 28, 1996, s. 16.515 request.

\*\* The recommended amount of funding in each fiscal year is transferred from the ITIF appropriation, s. 20.870(1)(q), into numerous other state agencies' appropriations. The detailed listing of these specific agencies and their corresponding appropriations and amount of funding recommended is included on page 7-9 of the attached table in the February 28, 1996, s. 16.515 request.

As provided in s. 16.515, this request will be approved on March 22, 1996, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Linda Nelson at 266-3330, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

**Date:** February 28, 1996

**To:** James R. Klauser, Secretary  
Department of Administration

**From:** Pamela Henning, Policy and Budget Analyst *PH*  
State Budget Office

**Subject:** Request under s. 16.515 From the Department of Administration For the Information  
Technology Investment Fund

**REQUEST**

The Department of Administration (DOA) requests authority to distribute \$4,100,000 SEG from the Information Technology Investment Fund (ITIF) to appropriations in the Department of Administration and numerous other state agencies in order to fund FY96 information technology development projects. DOA also requests increased expenditure authority of \$500,229 PRO in FY96 for 7 agencies to fund information technology development projects.

**REVENUE SOURCES FOR APPROPRIATION(S):**

Revenues deposited in the ITIF appropriation under s. 20.870(1)(q), special projects: fee revenue, will be collected from fees assessed private vendors doing business with the State of Wisconsin as provided for under s. 16.701 and s. 16.702. However, because the project which generates the vendor fee, VendorNet, will not be completed prior to July 1, 1996, DOA will use its authority under s. 20.002(11) to make a loan of \$4,100,000 from the PRS appropriation under s. 20.505(1)(ke), telecommunications and data processing services, to the ITIF to distribute grants to agencies in FY96.

**BACKGROUND:**

On February 1, 1995, Governor Thompson issued Executive Order 242 which directed the Department of Administration to prepare an enterprise infrastructure assessment of state agencies, establish enterprise information technology standards for components of the state's IT infrastructure, prepare an initiative to provide basic IT infrastructure for all state agencies, and to operate the state IT enterprise as efficiently as possible. Following the recommendations of the State Budget Office, the IT Funding Options Task Force and other agencies, DOA incorporated recommendations for IT infrastructure into the Governor's 1995-97 biennial budget. As a result, agencies were required to submit IT migration plans to the State Budget Office and the Division of Technology Management detailing current and future needs of the agency in meeting the statewide IT infrastructure standards. The end result of this process is the recommendations in this request.

Under s. 16.971 in 1995 Wisconsin Act 27, a segregated ITIF was created to be administered by DOA. Sections s. 16.702(1), (2) and (3) require DOA to submit rules prescribing a fee from vendors that will generate approximately \$5 million annually to the ITIF. The ITIF administrative rule has been analyzed by the Administrative Rules Clearinghouse and DOA has scheduled a hearing for February 29, 1996, on the proposed rule.



James R. Klauser, Secretary  
 ITIF s. 16.515 Request  
 February 28, 1996  
 Page 2

In response to s. 9101 (21i) of 1995 Wisconsin Act 27, DOA is submitting a single notification to the Joint Committee on Finance (JCF) of all information technology development projects for which DOA is recommending grant awards under s. 16.971 (5) for FY96. The recommendations are described in further detail below.

Under s. 16.971(5)(bp), DOA is required to award grants to agencies for each fiscal year no later than May 15 preceding that fiscal year. Following the awarding of grants for each fiscal year, DOA must notify the JCF under s. 16.515 of the recommended projects. Recommendations for FY97 grant awards will be sent to the JCF later this fiscal year.

**ANALYSIS:**

This s. 16.515 request comprises several components that enable the state to develop and implement statewide infrastructure projects. The table below lists each specific project and its recommended funding source (ITIF, PRO increased expenditure or master lease); the Chapter 20 appropriation from which funding will be transferred (ITIF, in most cases); the Chapter 20 appropriation that receives the funding or requires increased expenditure authority for PRO agencies; and finally, the actual amount that will be transferred for FY96 grant awards to the appropriation to fund the IT project.

The total IT infrastructure expenditure authority request for FY96 grant awards from the ITIF is \$4,067,173. In addition, an increase in expenditure authority of \$500,229 PRO is requested in various appropriations for FY96 grant awards to PRO agencies.

**STATEWIDE INFRASTRUCTURE PROJECTS REQUESTED BY DOA**

<b>Project</b>	<b>Chapter 20 Appropriation Transferring \$</b>	<b>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</b>	<b>Amount (\$) of Transfer for FY 1996</b>
<b>VendorNet</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)	\$552,100
<b>Vendor Fee Administration</b>	s. 20.870(1)(q)	s. 20.505(1)(r)	* \$80,000
<b>Infrastructure Support</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)	<u>\$389,250</u>
STARS <sup>a</sup>			
FLIT <sup>b</sup>			
Training			
Infrastructure Equipment			
<b>Total:</b>			<b>+ \$1,021,350</b>

<sup>a</sup> Shared Training and Real-Time Support

<sup>b</sup> Floating Implementation Team

<u>Project</u>	<u>Chapter 20 Appropriation Transferring S</u>	<u>Chapter 20 Appropriation Receiving S or Expenditure Authority</u>	<u>Amount (\$) of Transfer for FY 1996</u>
<b>**Small Agency Basic Infrastructure Project - ITIF (see request for details) Total:</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)	<u>\$728,620</u>  @ \$728,620
<b>Increased PRO Expenditure Authority Waste Site Facility Brd Board of Public Lands Land Information Brd Total:</b>		s.20.505(4)(k) s.20.585(2)(hg) s.20.505(4)(ie)	\$5,100 \$33,450 \$3,000 @ \$41,550
<b>Other Agency IT Requests - ITIF Master Leased for 3 years Natural Resources Military Affairs Tourism Legislature Total:</b>	s. 20.870(1)(q) s. 20.870(1)(q) s. 20.870(1)(q) s. 20.870(1)(q)	s.20.370(8)(mh) s.20.465(1)(kn) s.20.380(1)(kd) s.20.765(1)(ka)	\$260,048 \$46,300 \$100,700 <u>\$1,000,000</u> + \$1,407,048
<b>Other Agency IT Requests - PRO Master Leased for 3 years Insurance  Military Affairs Total:</b>		s.20.145(1)(g) s.20.145(8)(hg) s.20.465(3)(i) s.20.465(3)(i)	\$121,973 \$7,553 \$73,200 <u>\$5,325</u> + \$208,051
<b>Agency Projects Deferred by Legislature to FY96 under s. 9101(21i) - ITIF Master Leased for 3 years Agriculture Development Corrections *** Natural Resources  Public Instruction Revenue UW Brd of Regents **** Total:</b>	s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q) s.20.870(1)(q)	s.20.115(8)(kt) s.20.143(4)(kc) s.20.410(1)(kw) s.20.370(8)(mh) s.20.370(8)(mh) s.20.255(1)(kt) s.20.566(3)(ka) s.20.285(1)(kc)	\$63,030 \$32,000 \$10,650 \$43,100 \$32,000 \$44,375 \$16,000 <u>\$400,000</u> + \$641,155

<b>Project</b>	<b>Chapter 20 Appropriation Transferring \$</b>	<b>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</b>	<b>Amount (\$) of Transfer for FY 1996</b>
<b>Other IT Projects - ITIF</b>			
Health & Social Services	s.20.870(1)(q)	s.20.435(8)(ka)	\$200,000
Administration	s.20.870(1)(q)	s.20.505(1)(kn)	\$20,000
WI Technical College Bd	s.20.870(1)(q)	s.20.292(1)(kb)	\$49,000
<b>Total:</b>			<b>@ \$269,000</b>
<b>Other Agency PRO Request</b>			
Public Svs Commission		s.20.155(1)(g)	\$50,000
<b>Total:</b>			<b>@ \$50,000</b>
<b>Financial Institutions PRO Request - Master Leased for 3 years</b>			
		s.20.144(1)(g)	\$181,628
		s.20.144(2)(g)	\$19,000
<b>Total:</b>			<b>+ \$200,628</b>

+ Obligations that continue into FY97 and the 1997-99 biennium either from the ITIF or as increased expenditure authority for PR agencies.

@ One-time obligations for FY96 from either the ITIF or as increased expenditure authority for PR agencies.

\* The request to transfer \$80,000 SEG from s. 20.870(1)(q) to s. 20.505(1)(r) to cover vendor fee administration and related costs must be acted upon by the JCF under the separate s. 13.10 process.

\*\* The Small Agency Basic Infrastructure Project request funds the conversion of fifteen small GPR agencies to the state infrastructure standards. This request is funded from a transfer from the ITIF to DOA's multi-agency information technology development projects appropriation and will not require use of master lease.

\*\*\* The DOA request refers to an incorrect Chapter 20 appropriation. The correct reference for the Dept. of Corrections for ITIF master lease funding is s. 20.410 (1)(kw).

\*\*\*\* The UW Board of Regents infrastructure request for distance education should not be included under the master lease section. The request is for funding directly from the ITIF and is not master leased for three years. This has no overall effect on the ITIF request because the full \$400,000 was included as a draw on the ITIF.

### Solvency Issues of the Information Technology Investment Fund

As previously indicated, until vendor fees are collected the initial "working capital" funds for the ITIF that will be used to make grants in FY96 are to come from a cash loan from the department's telecommunications services program revenue appropriation. The authority to make such a temporary reallocation of surplus moneys is provided to the Secretary of Administration under s.20.002(11) who may make the reallocation in anticipation of vendor fees. This provision requires that a special interest charge be assessed on the amount reallocated, and further obliges the secretary to publish and transmit a report to the chief clerk of each house of the Legislature on the temporary reallocation. While the temporary reallocation would be reflected in certain schedules of the State's consolidated financial reports, it would not affect the statutory general fund condition statement.

The moneys that are available for reallocation to the ITIF are reported by the department to be available due to efficiencies accomplished within the telecommunications program as well as other structural changes which have occurred in the market. One significant factor explaining the favorable program position of telecommunications services is the rapidly increasing volume of voice communications traffic. The telecommunications and data processing services appropriation receives its revenues from two primary sources: (1) fees paid by state agencies for usage of the state data processing center and lottery system; and (2) fees paid by state agencies and non-state entities, e.g., CESAs, school districts, etc., for usage of the state telecommunications system (STS).

The department's request indicates its intent to repay the loan within a six year period from proceeds collected and deposited in the ITIF from vendor fees. Annual collections of such fees therefore will be used to fund continuing obligations on master leases entered, to fund future IT projects and to repay the initial \$4.1 million cash loan. In order to ensure longer term solvency of the ITIF in meeting these obligations in future years, the department indicates that savings in agencies produced as a result of the investments made now may need to be identified and transferred into the ITIF. The avenues to make such transfers under current law would be s.13.10 or legislation, including the biennial budget. Another implication of the financing arrangement is that the statewide telecommunications program presumably will incorporate into its financial planning process the anticipated ITIF loan repayments. No formal schedule for a loan repayment has been proposed by the department.

### Future Funding Commitments

- 1995-97 Biennium

The request does not specifically address spending authority requirements beyond FY96 that will result from approval of projects in the current year. However, there are continuing obligations for FY97 for VendorNet, vendor fee administration and infrastructure support services. Also, in the case of master lease financing projects, spending authority will be needed for 3 years with continuation of funding extending into FY99 for those requests. The estimated FY97 ITIF obligations for funding of FY96 projects from this request is \$2,010,683, which includes \$628,203 for master lease payments out of the ITIF. The continuing increased expenditure authority for PRO agencies from this request is estimated to be \$270,153.

As a standard policy for the s. 16.515 process, it is customary for an agency to request funding for both fiscal years if costs are anticipated to be ongoing in the second year and beyond. Since continuing obligations for FY97 from FY96 projects can be calculated for this request, it is recommended that the second year obligations be included as part of this request for funding. Specific details for FY97 obligations are included under the recommendations section of this request.

- 1997-99 Biennium

The commitment of future funding obligations that impact the 1997-99 biennium are:

1. The Department of Administration's costs of the VendorNet system and vendor fee administration, including a help desk function;
2. Costs associated with providing infrastructure support and training services from the Shared Training and Real-Time Support (STARS) and Floating Implementation Team (FLIT);
3. Remaining FY98 and FY99 costs of master leasing; and
4. Monthly use (\$400 per month) and router lease costs (\$135 per month) for certain agencies.

Costs associated with the VendorNet system, vendor fee administration, and FY98 and FY99 master leasing will also impact the ITIF and PRO agencies (for master leasing) whereas costs associated with infrastructure support and training services and monthly use and router lease payments will directly impact agencies' base budgets. These future funding commitments will either be added to agency budget bases in 1997-99 or be absorbed in agency budget bases. In either case, the Governor's 1997-99 biennial budget policies will need to address these concerns.

#### Carry-Over Spending Authority Request

DOA requests a special one-time non-base building authorization from the Joint Committee on Finance to carry-over all unused FY96 expenditure authority into FY97 for the ITIF and PRO agencies approved through this s. 16.515 request. This is not to be confused with new appropriation authority that may be needed in FY97 or FY98 to continue payments on obligations created in FY96.

Due to the time involved in developing the ITIF criteria, work by agencies on migration plans, and DOA review of and recommendation on grants from the ITIF, the submission of this s. 16.515 request comes relatively late in the fiscal year. As a result, once the JCF completes its review and acts on this request, DOA and agencies likely will have less than two months to make the necessary purchases and begin implementation of migration to statewide IT standards.

If the request for carry-over of unused FY96 expenditure authority is denied, DOA and agencies may be able to encumber some of the expenditure authority in FY96. However, unless all vendors are known and purchase orders are written for the IT infrastructure items before June 30, 1996, DOA and agencies will not be able to encumber all funds necessary to complete IT development projects. As a result, agencies will be required to resubmit requests for funding from the ITIF or for PRO expenditure increases in the FY97 grant approval cycle which will

James R. Klauser, Secretary  
 ITIF s. 16.515 Request  
 February 28, 1996  
 Page 7

further delay IT development projects and the statewide movement to IT standards. It will also complicate the budgeting for costs which continue into the 1997-99 biennium.

In future years, this unique problem will not occur because grants from the ITIF will be awarded prospectively in June for the next fiscal year. This provides agencies a full twelve months to purchase and install the necessary equipment instead of the two months as is the case with FY96 grant awards.

**RECOMMENDATION:**

Approve the request. In addition, approve spending authority requirements needed for FY97 ITIF obligations for funding of FY96 projects including increased expenditure authority for PRO agencies. These obligations include \$2,010,683 for continuing ITIF costs, of which \$628,203 is for master lease payments from the ITIF. It also includes increased expenditure authority of \$270,153 for master lease payments of PR agencies. The continuing ITIF costs include funding for VendorNet, vendor fee administration and infrastructure support. The recommendations for FY97 are described in further detail below.

**STATEWIDE INFRASTRUCTURE PROJECTS REQUESTED BY DOA**

<b>Project</b>	<b>Chapter 20 Appropriation Transferring \$</b>	<b>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</b>	<b>Amount (\$) of Transfer for FY 1996</b>	<b>Amount (\$) of Transfer for FY 1997</b>
<b>VendorNet</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)	\$552,100	\$250,000
<b>Vendor Fee Administration</b>	s. 20.870(1)(q)	s. 20.505(1)(r)	* \$80,000	* \$132,480
<b>Infrastructure Support</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)		
STARS			\$105,000	\$525,000
FLIT			\$56,250	\$225,000
Training			\$185,000	\$250,000
Infrastructure Equipment			<u>\$43,000</u>	<u>\$0</u>
<b>Total:</b>			<b>+ \$1,021,350</b>	<b>+ \$1,382,480</b>
<b>**Small Agency Basic Infrastructure Project -ITIF (see request for details)</b>	s. 20.870(1)(q)	s. 20.505(1)(kn)	<u>\$728,620</u>	
<b>Total:</b>			<b>@ \$728,620</b>	<b>\$0</b>
<b>Increased PRO Expenditure Authority</b>				
Waste Site Facility Brd		s.20.505(4)(k)	\$5,100	
Board of Public Lands		s.20.585(2)(hg)	\$33,450	
Land Information Brd		s.20.505(4)(ie)	<u>\$3,000</u>	
<b>Total:</b>			<b>@ \$41,550</b>	<b>\$0</b>

<u>Project</u>	<u>Chapter 20 Appropriation Transferring \$</u>	<u>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</u>	<u>Amount (\$) of Transfer for FY 1996</u>	<u>Amount (\$) of Transfer for FY 1997</u>
<b>Other Agency IT Requests - ITIF Master Leased for 3 years</b>				
Natural Resources	s. 20.870(1)(q)	s.20.370(8)(mh)	\$260,048	\$260,048
Military Affairs	s. 20.870(1)(q)	s.20.465(1)(kn)	\$46,300	\$46,300
Tourism	s. 20.870(1)(q)	s.20.380(1)(kd)	\$100,700	\$80,700
Legislature	s. 20.870(1)(q)	s.20.765(1)(ka)	<u>\$1,000,000</u>	<u>\$0</u>
<b>Total:</b>			<b>+ \$1,407,048</b>	<b>+ \$387,048</b>
<b>Other Agency IT Requests - PRO Master Leased for 3 years</b>				
Insurance		s.20.145(1)(g)	\$121,973	\$0
		s.20.145(8)(hg)	\$7,553	
Military Affairs		s.20.465(3)(i)	\$73,200	\$64,200
		s.20.465(3)(i)	<u>\$5,325</u>	<u>\$5,325</u>
<b>Total:</b>			<b>+ \$208,051</b>	<b>+ \$69,525</b>
<b>Agency Projects Deferred by Legislature to FY96 under s. 9101(21i) - ITIF Master Leased for 3 years</b>				
Agriculture	s.20.870(1)(q)	s.20.115(8)(kt)	\$63,030	\$63,030
Development	s.20.870(1)(q)	s.20.143(4)(kc)	\$32,000	\$32,000
Corrections ***	s.20.870(1)(q)	s.20.410(1)(kw)	\$10,650	\$10,650
Natural Resources	s.20.870(1)(q)	s.20.370(8)(mh)	\$43,100	\$43,100
	s.20.870(1)(q)	s.20.370(8)(mh)	\$32,000	\$32,000
Public Instruction	s.20.870(1)(q)	s.20.255(1)(kt)	\$44,375	\$44,375
Revenue	s.20.870(1)(q)	s.20.566(3)(ka)	\$16,000	\$16,000
UW Brd of Regents ****	s.20.870(1)(q)	s.20.285(1)(kc)	<u>\$400,000</u>	<u>\$0</u>
<b>Total:</b>			<b>+ \$641,155</b>	<b>+ \$241,155</b>
<b>Other IT Projects - ITIF</b>				
Health & Social Services	s.20.870(1)(q)	s.20.435(8)(ka)	\$200,000	
Administration	s.20.870(1)(q)	s.20.505(1)(kn)	\$20,000	
WI Technical College Bd	s.20.870(1)(q)	s.20.292(1)(kb)	<u>\$49,000</u>	
<b>Total:</b>			<b>@ \$269,000</b>	<b>\$0</b>
<b>Other Agency PRO Request</b>				
Public Svs Commission		s.20.155(1)(g)	<u>\$50,000</u>	
<b>Total:</b>			<b>@ \$50,000</b>	<b>\$0</b>

<u>Project</u>	<u>Chapter 20 Appropriation Transferring \$</u>	<u>Chapter 20 Appropriation Receiving \$ or Expenditure Authority</u>	<u>Amount (\$) of Transfer for FY 1996</u>	<u>Amount (\$) of Transfer for FY 1997</u>
<b>Financial Institutions PRO Request - Master Leased for 3 years</b>		s.20.144(1)(g) s.20.144(2)(g)	\$181,628 \$19,000	\$181,628 \$19,000
<b>Total:</b>			<b>+ \$200,628</b>	<b>+ \$200,628</b>

+ Obligations that continue into FY97 and the 1997-99 biennium either from the ITIF or as increased expenditure authority for PR agencies.

@ One-time obligations for FY96 from either the ITIF or as increased expenditure authority for PR agencies.

\* The request to transfer \$80,000 SEG in FY96 and \$132,480 SEG in FY97 from s. 20.870(1)(q) to s. 20.505(1)(r) to cover vendor fee administration and related costs must be acted upon by the JCF under the separate s. 13.10 process.

\*\* The Small Agency Basic Infrastructure Project request funds the conversion of fifteen small GPR agencies to the state infrastructure standards. This request is funded from a transfer from the ITIF to DOA's multi-agency information technology development projects appropriation in FY96 and will not require use of master lease.

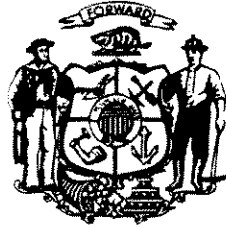
\*\*\* The DOA request refers to an incorrect Chapter 20 appropriation. The correct reference for the Department of Corrections for ITIF master lease funding is s. 20.410 (1)(kw).

\*\*\*\* The UW Board of Regents infrastructure request for distance education should not be included under the master lease section. The request is for funding directly from the ITIF for FY96 only and is not master leased for three years. This has no overall effect on the ITIF request because the full \$400,000 was included as a draw on the ITIF.



STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION  
101 East Wilson Street, Madison, Wisconsin

TOMMY G. THOMPSON  
GOVERNOR  
JAMES R. KLAUSER  
SECRETARY



Mailing Address:  
Post Office Box 7844  
Madison, WI 53707-7844

Voice: (608) 267-0611  
Fax: (608) 266-2164

Date: February 21, 1996

To: Richard Chandler, Administrator  
Division of State Executive Budget and Finance

From: James R. Klauser, Secretary  
Department of Administration

A handwritten signature in black ink, appearing to read "James R. Klauser", written over the printed name in the "From:" field.

Under the provisions of s.16.515 and s.16.971(5) the department requests the transfer of \$4,067,173 PRO from s.20.870(1)(q), the Information Technology Investment Fund, to s.20.505(1)(kn) Multi-Agency Information Technology Development Projects and a variety of appropriations in other agencies to provide funding for the state's VendorNet information system, agency infrastructure support services, standard infrastructure purchase and installation for many small agencies and some larger agencies as directed by Executive Order 242, and a number of other agency information technology development projects..

The department also requests an additional increase in expenditure authority of \$500,229 for seven PRO agencies and the six agencies that make up the new Department of Financial Institutions for information technology development projects. This single notification of all information technology development projects for which the department proposes to award grants in FY96 is being made pursuant to s.9101(21i)(a) of 1995 Wisconsin Act 27.

As the first request for distribution of funds from the Information Technology Investment Fund, this request is extremely complex and detailed. You will find attached to this memo a Table of Contents, and an Executive Summary, as well as a detailed narrative for the eight separate sections and forty-nine funding proposals that constitute this request. This request is the culmination of over two years of effort related to information technology development and management within the Department of Administration and I hope it will receive favorable attention from your division.

Department of Administration

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**Information Technology Investment Fund  
Recommendations**

**February, 1996**

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**Executive Summary**  
**1996 Information Technology Investment Fund Recommendations**

**I. BACKGROUND**

The attached s.16.515 request is for authority to distribute \$4,067,173 SEG in FY96 from the Information Technology Investment Fund to a variety of appropriations in the Department of Administration and other agencies in order to fund information technology development projects. This document also requests increased expenditure authority in the amount of \$500,229 PRO in FY96 for a number of Program Revenue funded agencies for the same purpose. This request is the culmination of two years of effort related to information technology development and management within the Department of Administration. The initial issues with which the Department grappled early in 1994, were how to address the technology needs of all state agencies, and how to create a structured approach to state technology development. During the past two years, the state has developed broad goals for its information technology investments. Through the wise use of public funds for information technology, it is the state's plan to work toward the following goals:

- To provide faster response times and a higher level of service to citizens so that they receive the same level of service that they receive from their bank or other private business,
- To run state programs more efficiently and to operate programs at lower costs, and
- To provide technology to all state agencies, allowing for economies of scale in procurement, planning, training and in the enhancement of inter-agency communication and the sharing of technical expertise

To reach these goals, the state had to deal with the issue of financing information technology development. The Department of Administration's first step in addressing this was the creation of an Information Technology Funding Options Task Force in March, 1994. By August 1994, the Task Force had finalized its recommendations which included the creation of a special Information Technology Investment Fund (ITIF) which would receive its revenues from a new fee on vendors who do business with the State of Wisconsin. The major Task Force recommendations were incorporated into the Governor's 1995/97 Biennial Budget and approved as part of 1995 Wisconsin Act 27.

Late in 1994, the Department of Administration also created a new Division of Technology Management to work with the Division of Information Technology Services in managing the state's technology development. At the same time, the Department developed an enterprise philosophy which envisioned information management as a function of the State rather than of individual agencies. Early in January, 1995, Governor Thompson promulgated Executive Order 242 which ordered the Department of Administration to manage information technology development on an enterprise basis, to assess the state's current information technology infrastructure, to establish enterprise information technology standards and to prepare an initiative to provide a basic standard information infrastructure to state agencies. Infrastructure is defined as the technology required to provide state office workers with the tools they need to do their job.

1995 Wisconsin Act 27 formalized in statute many of the Department of Administration internal initiatives by

- creating the Information Technology Investment Fund, and establishing a vendor fee as a revenue source for the Fund.
- directing the Department to establish grant criteria for the Fund, and managing the grant process on an annual basis,
- directing the Department to oversee and approve the development of agency strategic business and strategic information technology plans,
- directing the Department to implement information technology standards in all agencies, and to develop a costing methodology for all IT projects, and
- creating the Division of Technology Management in statute, and giving it broad enterprise management responsibilities for a variety of statewide technology projects.

The Department has met many of the challenges laid out in 1995 Wisconsin Act 27. It has established statewide information technology infrastructure standards and set an implementation goal of four years for those standards. It has drafted rules for the Information Technology Development Fund and the vendor fee and is involved in the rule approval process. It has determined that the following criteria will be taken into consideration when awarding grants from the Fund:

- The extent to which the agency has base funding to meet its information technology needs,
- The extent to which the request seeks to provide a basic standard infrastructure for the agency
- The extent to which the completion of the project will serve to reduce agency base funding needs or avoid additional legitimate costs or cost increases in the future.
- The extent to which the project provides a new service, improves delivery of an existing service, or in some other way, provides additional value for the state.

Now, following a directive laid out in s. 9101(21i)(a) of Act 27, the Department is presenting to the Joint Committee on Finance this single notification of all information technology development projects for which the Department of Administration proposes to award grants under s.16.971(5) in the 1995-96 fiscal year. This request is dependent upon an internal loan from the DOA s. 20.505(1)(ke) appropriation of \$4,100,000 under s. 20.002(11) authority, and upon the favorable treatment of the proposed vendor fee administrative rules by the Legislature.

## ***II. GENERAL INFORMATION REGARDING THESE REQUESTS***

All of the ITIF requests in this document have been reviewed by the Division of Technology Management and the State Budget Office using conventional technology and budget criteria as well as the additional criteria established for ITIF grants. Where standard costs for specific items and groups of items could be determined, those costs were used throughout this document and are not always included in the narrative. The standard cost table is on page seven and eight, under the Small Agency Basic Infrastructure Project. If standard costs are not used, the narrative includes the specific cost of an item. All costs were calculated the same way, regardless of fund source. Agencies with segregated funding cannot be funded through the s.16.515 process, therefore those agencies are advised to submit their requests as part of the first quarter s.13.10 process for review by the State Budget Office and the Division of Technology Management.

In some cases, the amounts requested from the ITIF for FY96 are the first year of three years of MasterLease payments for the purchase of hardware and software. The MasterLease payments were calculated by dividing the total cost of the project by three and multiplying that number by a 6.5% interest factor. MasterLease payments can be made immediately upon release of the funding, or in August, 1996. The MasterLease payment amounts in this document are annual numbers, although the MasterLease process requires two payments per year.

In order to enable agencies to complete the purchases approved through this process, the Department requests blanket authorization to carry over the requested expenditure authority to FY97. This is necessary so that these projects can be completed without an additional expenditure request to the Committee. In future years, grants from the ITIF will be awarded prospectively in June for the next fiscal year, allowing the agencies a full twelve months to make the expenditures and install the equipment. FY 96 presents a unique, one-time situation because all of the development and administrative work associated with the ITIF had to be completed before funding requests could be presented to the Joint Committee on Finance. It is anticipated that the funds could be released for expenditure sometime in April or May, but that may not give agencies enough time to spend the monies during this fiscal year. The requested carryover funding would be one-time only and not become part of the agency's base. In addition, the Department will report the amount of carryover and timing of expenditures as part of its evaluation of ITIF expenditures under s. 16.971(5)(f).

All agencies that are being recommended for IT project funding, whether through the ITIF or with increased expenditure authority, will be required to provide project specific evaluation information to the Division of Technology Management. Those agencies implementing infrastructure projects will be asked to report on their progress in reaching a series of operational benchmarks within a set time period following the release of ITIF funds or expenditure approval. Agencies that are implementing application projects will be asked to complete and return an evaluation plan to the Division of Technology Management before ITIF funds will be released or expenditure authority increased.

### ***III. COMPONENTS OF THE ITIF 16.515 REQUEST FROM THE DEPARTMENT OF ADMINISTRATION***

This request is divided into eight sections: the Department of Administration Loan to the ITIF, VendorNet and Vendor Fee Administration, Infrastructure Support, Small Agency Basic Infrastructure Project, Other Agency Infrastructure Requests including the Legislature, IT Development Projects prioritized in 1995 Wisconsin Act 27 and Other IT Development Projects, and Infrastructure for the new Department of Financial Institutions. All of these requests received extensive review by the State Budget Office and the Division of Technology Management. It should be noted that not all of the requests in this document are for direct receipt of funds from the ITIF. The Department is also requesting increased expenditure authority for those agencies that are program revenue funded

The Department of Administration loan to the Information Technology Investment Fund is fully discussed in the first section of this request. The loan will enable grants from the ITIF to be approved after the vendor fee has received favorable treatment by the Legislature, but before the actual revenues are collected. Appropriation s.20.505(1)(ke), Telecommunications and Data Processing Services, will have a program position of approximately \$8,000,000 at the end of FY96. The proposal is to borrow \$4,100,000 of this surplus under s. 20.002(11) to make grants

from the ITIF in FY96 and to reimburse the Fund through an aggressive five to six year payback schedule using future vendor fee revenues.

The VendorNet system is a statewide vendor information system which will provide valuable information on state procurement practices to vendors who do business with the state. The Department of Administration Divisions of Technology Management, State Agency Services and Administrative Services have been involved in planning and developing this system since March, 1995. The system will involve Internet linkages between the Department of Administration, all other state agencies and state vendors. Through the Internet, the VendorNet system will make available on-line procurement procedures, vendor on-line self registration, synopses of upcoming bids, vendor "home pages", and eventually, the transmission of bids electronically. The Vendor Fee component of the VendorNet system will enable the Department to administer and collect vendor contract administration fees.

The Infrastructure components of the system include Infrastructure Support, the Small Agency Basic Infrastructure Initiative, and infrastructure requests from other agencies. The Support component will provide centralized services from the Department of Administration to agencies that are moving to the new infrastructure standards. The Department will provide technical consulting and planning services, installation assistance, around the clock support, and training to these agencies. Planning for this support system began in September, 1995, and the planning teams now include DOA staff as well as experienced support technicians from other agencies.

The Small Agency Infrastructure Initiative is the state's first step in purchasing and installing the actual hardware, software and providing the support and training that small agencies need to move to the state's new information technology standards. This project includes eighteen agencies or parts of agencies. The Department of Administration has been working with these small agencies since October, 1995 providing hands-on assistance to help them identify their infrastructure needs and submit a complete migration plan to the Department. In general, the initiative will provide all small agencies, regardless of fund source, with the complete desktop personal computer and software requirements, provide adequate printing capability and create a network capability which will enable each agency to communicate internally with each other via computer, and also to communicate and exchange documents through an electronic mail link to the rest of state government. In two additional separate sections, this request contains similar infrastructure requests for several larger agencies including the Legislature and the new Department of Financial Institutions. These requests are explained in detail within this document.

The two final sections of the request include a group of agency information technology development project requests that were recommended for funding by the Governor in the 1995/97 budget and were deferred to the ITIF for FY96. These are requests that have already received State Budget Office and Legislative Fiscal Bureau review, and were designated for priority consideration for grants from the Fund in s. 9109(21i)(b) of 1995 Wisconsin Act 27. Another small group of agency requests is presented for funding under the last section, with supporting project description and rationale.

#### ***IV. TOTAL AMOUNT OF REQUEST***

The total amount of funding and increased expenditure authority being requested under each section in FY96 is as follows:

Executive Summary - 1996 Information Technology Investment Fund Recommendations

VendorNet and Vendor Fee \$ 632,100

**Infrastructure Projects and Support**

- Support Services -ITIF \$ 389,250
- Small Agency Infrastructure- ITIF \$ 728,620
- Other Agency Infrastructure - ITIF \$ 1,407,048
  
- **Total Infrastructure from the ITIF** **\$2,524,918**
  
- Infrastructure Projects from PRO
  - Small Agency Requests \$ 41,550
  - Other Agency Requests \$ 208,051
  - Department of Financial Institutions \$ 200,628
  
- **Total PRO Infrastructure** **\$450,229**

**Other Agency Requests**

- Non-Infrastructure IT Projects - ITIF \$ 910,155
- Non - Infrastructure IT Projects - PRO \$ 50,000

**TOTAL - ALL ITIF PROJECTS \$4,067,173**

**TOTAL ALL PRO PROJECTS \$ 500,229**

**TOTAL ALL PROJECTS \$4,567,402**

Questions regarding this s.16.515 request should be directed to Ann Wiley - 264-9312 or to Bruce Reines 266-8878 in the Department of Administration, Division of Technology Management.