

Concept No. _____

Date: _____

FISCAL IMPACT ESTIMATE

- Read instructions on reverse.
- Attach a completed Fiscal Impact Estimate to each Legislative Concept.

Agency: _____

Concept Subject/Title: _____

- Is this included in your budget request? Yes No
- **Does this initiate or increase a fee or assessment?** Yes No
If Yes, is ORS 291.050, Form #333 attached? Yes No
- **Does this trigger the unfunded mandate law (Ballot Measure 30)?** Yes No
- If Yes, include an explanation of the impact of complying with Article XI, Section 15 of the Oregon Constitution.

• EFFECT ON EXPENDITURES (By Fund Type):	<u>2005-07</u>	<u>2007-09</u>
Personal Services	\$	\$
Services and Supplies	\$	\$
Capital Outlay	\$	\$
Special Payments	\$	\$
Other (e.g., Debt Service, Capital Construction)	\$ _____	\$ _____
Total	\$	\$

- EFFECT ON REVENUES (By Fund Type):
- EFFECT ON POSITIONS/FTE:
Increase or Decrease?
- ATTACH ALL DETAIL EXPLAINING IMPACTS AND ASSUMPTIONS

SIGNATURE OF PREPARER

DEPARTMENT BUDGET MANAGER

INSTRUCTIONS FOR COMPLETING FISCAL IMPACT ESTIMATES

Please read instructions before completing this form.

Each legislative concept for the 2005 Legislative Session must include a completed fiscal impact estimate. A fiscal impact is an increase or decrease from 2003-05 Legislatively Approved budget. The impact may be to state expenditures, revenues, positions, or full-time equivalent positions (FTE). A financial effect on units of local government is also a fiscal impact.

You may photocopy this form or use the interactive form available online at <http://www.bam.das.state.or.us/budinst/tabcont.htm>. Do not leave anything blank. Enter "none" or "not applicable" if that is the case. An original signed copy must accompany the legislative concept. File an amended fiscal impact when needed due to changes to impacts, to the legislative concept, or to its bill.

- **BUDGETS:** Estimated fiscal impacts must be included in your 2005-07 agency budget request for all your approved legislative concepts.
- **FEES:** Answer whether this concept would increase a fee or assessment. If yes, you must attach the preliminary Form #333 to comply with ORS 291.050, controlling those kinds of charges. Attach details and assumptions. Explain whether the agency can make the change by rule, or if legislation is required.
- **UNFUNDED MANDATES:** Legislation (and rules) must comply with Article XI, Section 15 of the Oregon Constitution. It requires the state pay costs of new or added tasks that the state requires of local governments (or must make the tasks optional or provide for a local fee). If that law applies to your concept, include the impacts and explain how the law will be met.
- **EFFECT ON EXPENDITURES:** Show the effects for each state agency or other governmental unit affected. Estimate impacts in each category for the 2005-07 and 2007-09 biennia. Enter "none" where needed. You may add step increases for positions in the second biennium, but do not add inflation. Attach assumptions and explanations. For example, include the expected number of units served and costs per unit (e.g., number of cases, clients, or workload units and the estimated cost for each).
- **EFFECT ON REVENUES:** Estimate revenues for the 2005-07 and 2007-09 biennia. Do not add inflation in the second biennium. For state agencies, show the type of revenue (General, Lottery, Other, Federal). Enter "none" where needed. For local governments, show only the total statewide amount since sources may vary. However, see the *Unfunded Mandates* instructions. Details are required for unfunded mandates. If the concept includes a tax credit, show the amount of revenue it will divert from the General Fund. Attach assumptions and explanations. For example, explain any needed changes in fees, Federal Funds, or General Fund appropriation. See the *Fees* instructions. For Federal Funds, indicate the probability of continued funding. If Other Funds or Federal Funds expenditures are reduced, but revenues remain at current levels, discuss alternative uses of the remaining funds.
- **EFFECT ON POSITIONS/FTE:** For each state agency, list new positions and FTE needed for the concept. List them by job class and total number. Show them for the 2005-07 and 2007-09 biennia. Explain if the concept reduces staff, or avoids or delays adding staff. Do not include position data for local governments.
- **ATTACH DETAILS AND SUPPORTING INFORMATION:** Attach supporting information as needed to describe or explain the fiscal impact of the concept. Explain the assumptions used for estimates. Discuss how the concept affects any organizations. Does it require reorganization? A change of agency priorities? Does it increase or reduce regulation? Improve service or communications can be included in this section.