



Eric Milstead
Director

Legislative Services Office Idaho State Legislature

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MEMORANDUM

TO: Senators PATRICK, Guthrie, Ward-Engelking and,
Representatives HARTGEN, Anderson, King

FROM: Mike Nugent - Division Manager

DATE: May 02, 2018

SUBJECT: Temporary Rule

IDAPA 28.02.03 - Rules of the Idaho Regional Travel and Convention Grant Program - Adoption of
Temporary Rule - Docket No. 28-0203-1801

We are forwarding this temporary rule to you for your information only. No analysis was done by LSO. This rule is posted on our web site. If you have any questions, please call Mike Nugent at the Legislative Services Office at (208) 334-4834. Thank you.

Attachment: Temporary Rule

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Research & Legislation

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IDAPA 28 – DEPARTMENT OF COMMERCE

28.02.03 – RULES OF THE IDAHO REGIONAL TRAVEL AND CONVENTION GRANT PROGRAM

DOCKET NO. 28-0203-1801

NOTICE OF RULEMAKING – ADOPTION OF TEMPORARY RULE

EFFECTIVE DATE: The effective date of the temporary rule is March 2, 2018.

AUTHORITY: In compliance with Sections 67-5226, Idaho Code, notice is hereby given this agency has adopted a temporary rule. The action is authorized pursuant to Sections 67-4702, 67-4715 and 67-4717, Idaho Code.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule:

The Idaho Department of Commerce adopted a temporary rule on March 2, 2018 to define and clarify allowable costs of the Idaho Regional Travel and Convention Grant Program so that the program would continue to operate without interruption.

TEMPORARY RULE JUSTIFICATION: Pursuant to Sections 67-5226(1)(c), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate for the following reasons:

This temporary rule was adopted to confer a benefit by providing clarity to applicants during the current grant application cycle and allow current grant recipients to be reimbursed for allowable costs.

FEE SUMMARY: Pursuant to Section 67-5226(2), the Governor has found that the fee or charge being imposed or increased is justified and necessary to avoid immediate danger and the fee is described herein:

There is no fee or charge imposed or increased.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the temporary rule, contact Bobbi-Jo Meuleman, Director at (208) 334-2470.

DATED this 23rd day of March, 2018.

Bobbi-Jo Meuleman, Director
Idaho Department of Commerce
P.O. Box 87370
700 W. State St., 2nd Floor
Boise, ID 83720-0093
(208) 334-2470

THE FOLLOWING IS THE TEXT OF THE TEMPORARY RULE FOR DOCKET NO. 28-0203-1801
(Only Those Sections With Amendments Are Shown.)

018. ~~INELIGIBLE PROJECTS~~ **ADMINISTRATIVE EXPENSES.**

01. Program Purpose. It is not the purpose of this grant program to fund the day-to-day, administrative expenses of organizations that have a travel or convention promotion element. Projects that have alternative funding sources (for example, regular Chamber of Commerce budgets) or that have been funded previously with the agency's own funds may be deemed ineligible. ~~(3-29-10)~~(3-2-18)T

~~01. Organizational Administrative Expense. Rent, phone, supplies, wages and salaries, other overhead and administrative expenses are not reimbursable; however, the actual cost of staff wages and benefits (Other Personnel Expenses (OPE)) may be used as cash match with documentation.~~ ~~(3-29-10)~~

02. Salary or Personnel Administrative Expense. ~~Expenses related to grant writing are not eligible.~~ The following administrative and overhead costs are allowable: ~~(3-29-10)~~(3-2-18)T

a. Wages and Benefits. Wages and benefits of one (1) designated grant administrator for time directly related to the task of grant administration. Other employee wages and benefits incurred in the execution of the grant program may be used as cash match with documentation. (3-2-18)T

b. Overhead. Reasonable, apportioned overhead costs of the grantee organization required to execute the grant program shall be approved by the Idaho Travel Council. The Department shall recommend preferred apportionment methods. (3-2-18)T

c. Grant Writing. No expenses related to grant writing, or grant application are eligible. (3-2-18)T

~~03. Alternative Funding Sources. Projects that have alternative funding sources (for example, regular Chamber of Commerce budgets) or that have been funded previously with the agency's own funds may be deemed ineligible.~~ ~~(3-29-10)~~