



Idaho State Historical Society

Base Review

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Budget & Policy Analyst

January 22nd, 2025

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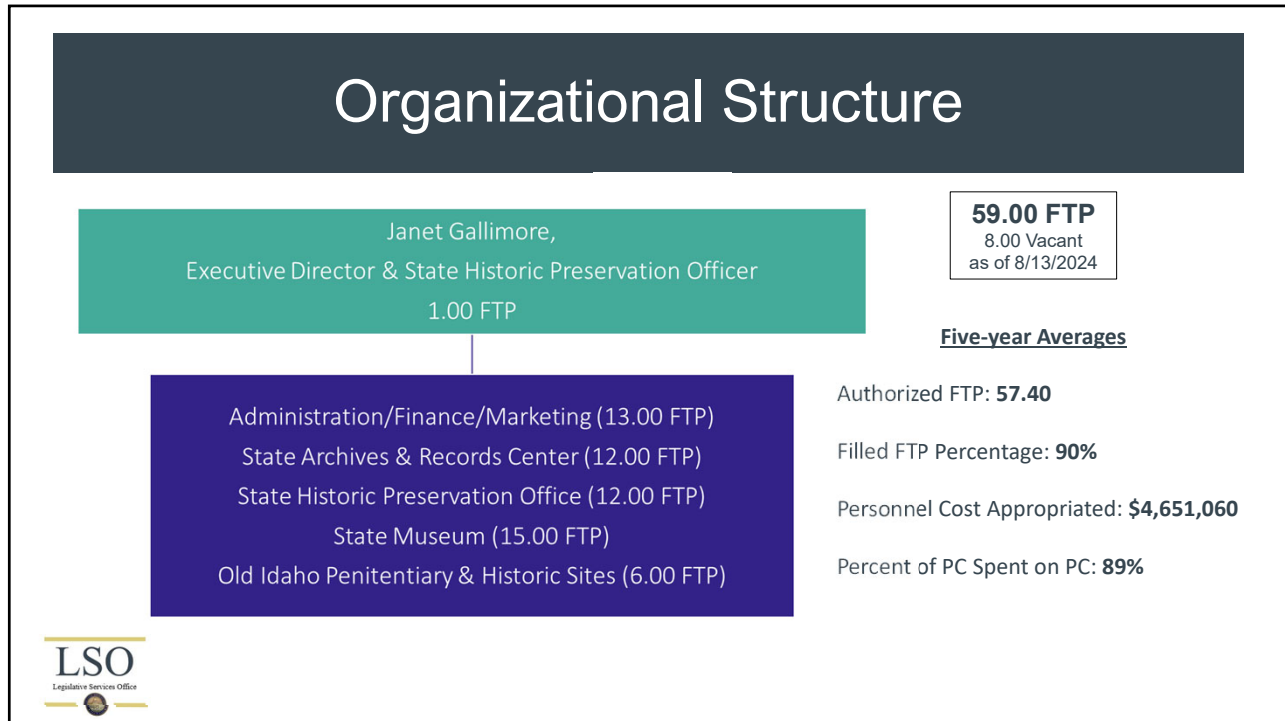
Idaho State Historical Society

The Idaho State Historical Society (ISHS) was established by statute in 1907. Its operations are directed by a seven-member board of trustees. The agency includes the Idaho State Museum, the Idaho State Archives and State Records Center, the State Historic Preservation Office, and operates, in public trust, state historic sites.

The duties of the ISHS include: (1) identifying, preserving, and providing access to significant buildings, sites, objects, photographs, manuscripts, government records, archival, and archaeological resources for the education and benefit of this and future generations; (2) providing technical services, federal project review and consultation, records management services, highway historical markers content, grants, and other assistance to local governments, historical societies, and private citizens; and (3) preserving and maintaining the 60 significant historic properties and archival and museum facilities which are owned by the people of Idaho, and engaging the public in historic interpretation at those sites and research, education, and programming in those public amenities. [Statutory Authority: Chapter 41, Title 67, Idaho Code]



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Consolidated Fund Analysis

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimate	FY 2026 Estimate
A Beginning Free Fund Balance	\$2,330,458	\$2,327,659	\$2,851,051	\$2,777,600	\$1,682,000
B Receipts and Transfers	\$1,798,738	\$2,411,919	\$2,137,167	\$2,287,800	\$2,799,700
C Cash Expenditures & Agency Request**	\$1,701,537	\$1,888,527	\$2,210,618	\$3,383,400	\$3,565,500
Ending Free Fund Balance (A+B-C)	\$2,427,659	\$2,851,051	\$2,777,600	\$1,682,000	\$916,200
Miscellaneous Revenue	\$2,330,558	\$2,796,917	\$2,614,100	\$1,524,600	\$758,100
Records Management Service	\$28,701	-\$29,866	\$6,400	\$1,300	\$2,000
Capitol Commission Operating	\$68,400	\$84,000	\$157,100	\$156,100	\$156,100
Ending Free Fund Balance	\$2,427,659	\$2,851,051	\$2,777,600	\$1,682,000	\$916,200

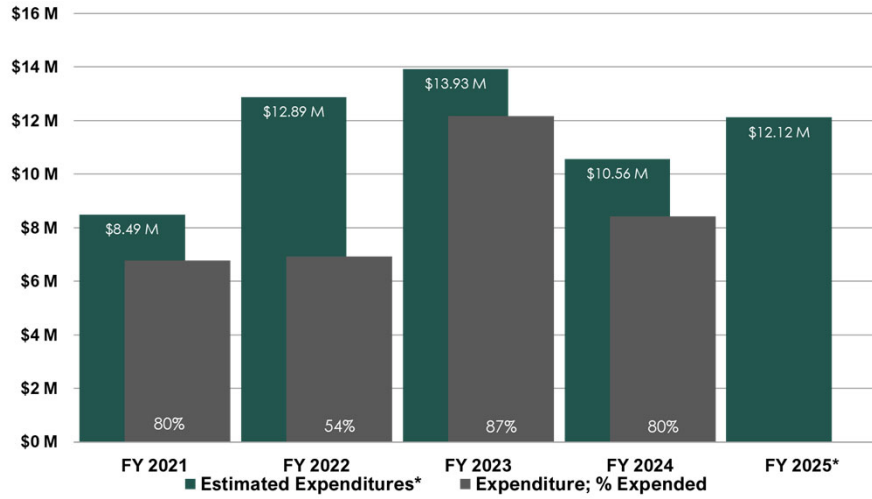
** Estimate based on request.



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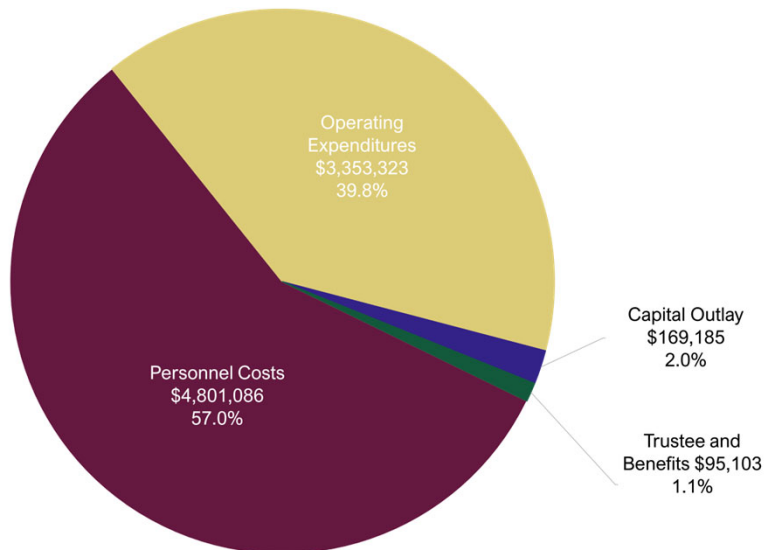
Five-Year Expenditures

Estimated and Actual Expenditures



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FY 2024 Expenditures



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Five-Year Base Snapshot

Fiscal Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025*
1. Total FTP	57.00	57.00	58.00	58.00	59.00
2. Current Year Base	7,452,400	7,764,700	7,858,900	8,381,200	9,916,300
3. Benefits Costs	(20,800)	10,400	34,900	42,500	(29,200)
4. Inflationary Adjustments	3,300		3,500	45,800	
5. Statewide Cost Allocation	(8,800)	16,600	1,000	35,900	126,500
6. CEC	66,500	67,200	278,900	175,900	74,200
7. Total Ongoing Maintenance Change	40,200	94,200	318,300	300,100	171,500
8. % Chg from Current Year Base (line 7 / 2)	0.5%	1.2%	4.1%	3.6%	1.7%
9. Ongoing Enhancements	272,100		204,000	1,235,000	303,600
10. Total Ongoing Enhancements Change	272,100	0	204,000	1,235,000	303,600
11. % Chg from Current Year Base (line 10 / 2)	3.7%	0.0%	2.6%	14.7%	3.1%
12. Next Year Base (line 2 + 7 + 10)	7,764,700	7,858,900	8,381,200	9,916,300	10,391,400*
13. Total Base Change (line 12 - 2)	312,300	94,200	522,300	1,535,100	475,100
14. % Chg from Current Year Base (line 13 / 2)	4.2%	1.2%	6.6%	18.3%	4.8%

*Next Year Base not set. Ongoing Original Appropriation used instead.



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2024 Budget Enhancements

Ongoing Enhancement Name	Type	Amount
Fundraising Initiative	Enhancement	\$1,000,000
Salary Equity Adjustments	Enhancement	\$173,500
New Compliance Position	Enhancement	\$96,400
DHR Consolidation	Enhancement	(\$34,900)
Total Ongoing Base Change from Enhancements		\$1,235,000



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2025 Budget Enhancements

Ongoing Enhancement Name	Type	Amount
Old Penitentiary Staff	Enhancement	\$125,500
Administrative Support Manager	Enhancement	\$101,200
Additional 2% CEC	Enhancement	\$146,900
OITS Consolidation	Enhancement	(\$70,000)
Total Ongoing Base Change from Enhancements		\$303,600

Onetime Enhancement Name	Type	Amount
Old Penitentiary Staff	Enhancement	\$8,100
America 250 Commemoration	Enhancement	\$1,650,000
Replacement Items	Enhancement	\$70,500
Total Onetime Enhancements		\$1,728,600



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2026 Budget Request

Ongoing Enhancement Name	Type	Amount
Old Penitentiary Staff	Enhancement	\$133,200
Archivist Technician	Enhancement	\$62,900
Total Ongoing Base Change from Enhancements		\$196,100

Onetime Enhancement Name	Type	Amount
Old Penitentiary Staff	Enhancement	\$7,800
State Collections and Archival Moving	Enhancement	\$450,000
OITS Hardware	Enhancement	\$90,200
Total Onetime Base Change from Enhancements		\$548,000

The agency requests reappropriation authority from the General Fund for the America 250 commemoration. The Governor recommends these enhancements.



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Please feel free to contact me with any questions at (208) 334-4743 or bdupree@lso.idaho.gov



Key Indicators

Cases Managed and/or Key Services Provided	FY 2021	FY 2022	FY 2023	FY 2024
Number of public inquiries: research requests served by Idaho State Archives	2,647*	2,850*	2804	2412
Number of public inquiries: research requests served by Idaho State Records Center	1,446*	1,432*	1583	1112
Average turnaround time for records retrieval by Idaho State Record Center	≤2	≤2	≤2	≤2
Number of unique government record inventory accounts at the Idaho State Archives and State Record Center	474	479	480	473
Paid general visitation and event participation at the Idaho State Museum (ISM) (<i>total museum admission, field trips, public programming, education programs</i>).	16,310*	30,497*	37,470	34,484
Number of students (K-12) served through educational programs at the ISM including field trips, summer camps, workshops, and trunks.	1,495*	6,710*	9,353	10,433
Number of students (K-12) served at the ISM through the Ray Knight Field Trip Fund			1,617	2,240
National History Day in Idaho (NHD) student participation <ul style="list-style-type: none"> FY24 Regional Competition: 710 FY24 State Competition: 269 FY24 National Competition: 49 	951*	2,760*	1,171	1,028
Reduced admission ISM program participants: <i>removed Title 1 schools and broke out to Ray Knight.</i> <ul style="list-style-type: none"> First Thursdays Lectures Blue Star Museum 	2,426*	2,966*	1,841	2,240



Key Indicators (continued)

Cases Managed and/or Key Services Provided	FY 2021	FY 2022	FY 2023	FY 2024
Paid general visitation and event participation at the Old Idaho Penitentiary (OP)	52,033*	70,007*	71,793	68,275
Number of students (K-12) served through educational programs at the OP including field trips, workshop	8,762*	5,678*	9,583	5,113
Number of students (K-12) served at the OP through the Ray Knight Field Trip Fund			2,969	2,769
Reduced admissions Old Idaho Pen program participation <ul style="list-style-type: none"> Blue Star Museum Dollar Day Pre-K 	2,206*	4,379*	2,354	2,988
Visitation at Franklin, Pierce, and Stricker Sites (est.) <ul style="list-style-type: none"> 2023 Change in visitation numbers due to adjusted hours of operation 	6,327*	6,697*	4,952	4,750
ISHS Membership Program	656*	829*	834	812
SHPO federal project reviews	1,007	1,038	933	891
Statewide Total Grant Recipients ¹	38	43	33	30

*FY 2021 and FY 2022 program attendance and visitation impacted by COVID-19 pandemic.

¹ Regrant program includes dollars regranted through State Historic Advisory Board (SHRAB), ISHS Community Enhancement Grants program, Governor's Lewis and Clark Trail Committee, and SHPO Certified Local Government program.



Performance Measures

Performance Measure		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Strategic Goal 3: Family Building - Build internal capacity and external champions through community connections, relevant and strategic partnerships, targeted promotion, and an agency-wide culture of collaboration.						
1. Increase website page views per staff.	Actual	753,068	640,635	909,570	-- ²	
	Target	Increase by 10%	Increase by 40% to 1,054,296	Increase by 10% to 704,600	Increase by 4.4% to 950,000	Increase by 4.4% to --
2. Increase social media followers per staff. ³	Actual	42,394	48,289	53,900	56,063	
	Target	Increase by 19.3%	Increase by 21.5% to 51,510	Increase by 8.4% to 52,354	Increase by 8.4% to 55,864	Increase by 8.4% to 60,772
3. Increase in agency memberships per staff. ⁴	Actual	--	--	--	812	
	Target	--	--	--	850 memberships	902 memberships
4. Increase in agency membership retention rate per staff.	Actual				49%	
	Target				48%	50%



Performance Measures (continued)

Performance Measure		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Strategic Goal #1: Agency Anchors - Utilize agency-wide resources to maximize institutional impact, strengthen the connection between Idahoans and their state's history, and leverage ongoing community and customer engagement through major agency initiatives.						
5. Number of donors reached and cultivated to support internal America250 initiatives per staff.	Actual	--	--	--	--	
	Target	--	--	--	--	100 donors
Strategic Goal #2: Programs and Services - Advance innovative and unique program opportunities that create knowledge, expand access, deliver essential services, inspire learning, and grow revenue.						
6. Average processing time to service Section 106 submissions through ICRIS. ⁵	Actual				4 days	
	Target	--	--	--	25 days	20 days
7. Number of educators increased over programs delivered. ⁶	Actual				1,729 Educators	
	Target	--	--	--	1,412 Educators	1,439 Educators



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FY 2024 Expenditures – Personnel Costs

57.0% of Total Expenditures

Gross Salary and Wages: \$3,405,576

Employees	\$3,011,481
Temporary Employees	\$394,095



Employee Benefits: \$1,395,511

Other Employee Benefits	\$731,183
Employer Retirement Contribution	\$335,324
Social Security and Medicare	\$254,202
DHR	\$60,640
Workers Compensation	\$14,161



A Total of \$4,801,086 was expended on Personnel Costs

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5-year Expenditures - Operating Expenditures

39.8% of Total FY 2024 Expenditures

Operating Expenditures

Expenditure	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	% of Total
Computer Services	\$36,975	\$880,306	\$78,232	\$290,270	\$626,779	18.7%
Repair & Maintenance Services	\$522,421	\$474,400	\$368,937	\$4,504,475	\$551,265	16.4%
General Services	\$452,969	\$355,525	\$400,892	\$456,538	\$497,947	14.8%
Utilities	\$203,811	\$210,527	\$230,410	\$259,872	\$257,307	7.7%
Professional Services	\$117,756	\$134,449	\$225,798	\$522,073	\$238,833	7.1%
Manufacturing and Merchant Costs	\$125,571	\$148,596	\$178,020	\$208,040	\$238,766	7.1%
Administrative Services	\$36,447	\$40,209	\$32,272	\$19,524	\$198,980	5.9%
Miscellaneous Expense	\$68,604	\$104,584	\$78,079	\$87,279	\$133,524	4.0%
Employee Travel Costs	\$80,787	\$19,960	\$64,955	\$100,489	\$107,638	3.2%
Computer Supplies	\$17,071	\$8,235	\$42,869	\$49,649	\$88,617	2.6%
Insurance Costs	\$53,927	\$38,191	\$53,661	\$53,934	\$77,759	2.3%
Administrative Supplies	\$70,199	\$26,791	\$43,984	\$54,451	\$73,862	2.2%
Repair & Maintenance Supplies	\$47,215	\$57,862	\$313,318	\$491,604	\$66,852	2.0%
Communication Costs	\$61,280	\$72,031	\$68,491	\$72,552	\$64,750	1.9%
Specific Use Supplies	\$128,649	\$123,802	\$74,361	\$83,269	\$50,417	1.5%
Employee Development	\$34,663	\$10,017	\$63,585	\$53,082	\$36,848	1.1%
Rental Costs	\$130,567	\$132,872	\$136,819	\$19,076	\$28,531	0.9%
Fuel & Lubricants	\$228.82	\$3,865	\$7,452	\$9,392	\$8,074	0.2%
Institution & Resident Supplies	8.69				\$6,573	0.2%
Total	\$2,194,148	\$2,842,220	\$2,462,136	\$7,335,569	\$3,353,323	-



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2021 Budget Enhancements

Ongoing Enhancement Name	Type	Amount
Fund Transfer	Enhancement	\$0
Cultural Resource Info Sys (ICRIS)	Enhancement	\$100,000
Exhibits, Interpretive Signs, Scholarships	Enhancement	\$250,000
OITS 1 - Operating Costs	Enhancement	\$700
2% General Fund Reduction & Exemptions	Enhancement	(\$78,600)
Total Ongoing Base Change from Enhancements		\$272,100



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2022 Budget Enhancements

No Ongoing Enhancements



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2023 Budget Enhancements

Ongoing Enhancement Name	Type	Amount
SHPO - ITD Agreement for Staff	Enhancement	\$100,000
Employee Compensation Adjustments	Enhancement	\$104,000
Total Ongoing Base Change from Enhancements		\$204,000



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Agency Funds – Sources and Uses

GENERAL FUND (10000)

SOURCE: The General Fund consists of, "moneys received into the treasury and not specially appropriated to any other fund" (§67-1205, Idaho Code). Approximately 48% of the General Fund is derived from individual income tax, 41% from sales tax, 6% from corporate income tax, and 5% from other sources. For a more detailed description of the sources of the General Fund, see the Governor's General Fund Revenue Book.

USES: Used to maintain basic operations at the Historical Society, including salaries and benefits, utilities, leased office space, maintenance of historic and modern buildings, and essential mission functions including stewardship of, and access to, state historic collections and archival materials.



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Agency Funds – Sources and Uses

ECONOMIC RECOVERY RESERVE FUND (15001)

SOURCE: The Economic Recovery Reserve Fund (ERRF) was created in 2005 to provide savings, in times of General Fund revenue shortfalls, through an increase in the cigarette tax. Shortly thereafter, the cigarette taxes were redirected for Bond Levy Equalization in Public Schools and to pay for the renovation of the Capitol. The fund had built back up a balance of \$68.1 million by 2009 but was spent during the economic downturn of 2010 and 2011. With the scheduled payoff of the capitol bond in FY 2015, H547 of 2014 redirected the cigarette tax from ERRF to pay for GARVEE bonds and water projects. S1190 of 2015 transferred \$20 million from the General Fund for the 27th payroll in FY 2017, but was used for one-time projects instead. §67-3520, Idaho Code.

USES: S1407 of 2016 appropriated \$4,000,000 one-time from the Economic Recovery Reserve Fund to pay half of the costs for the fabrication and installation of new exhibitions at the remodeled State History Museum. The agency was provided an appropriation to spend these funds through FY 2018.



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Agency Funds – Sources and Uses

FEDERAL GRANT FUND (34800)

SOURCE: Receives moneys from a federal grant authorized by the National Historic Preservation Act 54 U.S.C. § 300101 et seq. This grant supports the State Historic Preservation Office (SHPO) and is administered by the National Park Service, U.S. Department of Interior. This grant's required state to federal match rate is 40% (state) 60% (federal). Additional federal funding comes from grant programs including the National Endowment for the Humanities, the National Historic Publication and Records Commission, and the Institute of Museum and Library Services.

USES: SHPO manages essential program areas including the National Register of Historic Places, Certified Local Government Program, Federal Tax Rehabilitation Program and Section 106 Federal Project Consultation. This money is used to provide a local voice in federal project planning and decision-making. In meeting all of these responsibilities, the SHPO works closely with federal and state agencies, local governments, tribal governments, citizen groups, and property owners. Program staff consists of professionals from the fields of archaeology, architectural history, history, and historic preservation. Funding generated through other federal grants is project specific.



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Agency Funds – Sources and Uses

MISCELLANEOUS REVENUE FUND (34900)

SOURCE: Donations by private individuals and groups, fees for ISHS memberships, proceeds from the sales of publications and other items, revenues derived from license agreements and facility rentals, invested income from restricted funds such as History Day endowment, and interagency billing funds. Old Penitentiary and Idaho State Museum admission fees are also considered miscellaneous revenue.

USES: Funds are used to support personnel costs and operating expenditures for the agency, including the Old Pen and Idaho State Museum.



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Agency Funds – Sources and Uses

RECORDS MANAGEMENT SERVICE FUND (45075)

SOURCE: Senate Bill 1416 of the 2012 Session was a trailer appropriation to H599. H599 authorized consolidation of the records function of the State Records Center, previously managed by the Department of Administration, and the State Archives, managed by the Historical Society. Both functions were consolidated under the sole direction of the Historical Society beginning July 1, 2012. The fiscal impact of this legislation reduced 2.00 FTP and \$237,000 from the Department of Administration and increased 2.00 FTP and \$302,000 to the Historical Society. The ongoing appropriation of \$258,400 was provided to the Records Management Service Fund and \$65,000 in one-time funds were appropriated from the General Fund for FY 2013. State agencies have over 300 database users and continue to pay fees to the Historical Society to store and access the records. Funds are deposited and appropriated in the Records Management Service Fund in the Idaho State Historical Society.

USES: Fees generated by state agency billings directly support the personnel and operating expenses of the Idaho State Records Center, an essential function of state government which provides records management services including the development of records management policies and procedures and access and storage services. In the long term, the consolidation seeks to streamline and enhance records best practices pursuant to state, city, and county records of enduring fiscal, administrative, legal and long term research value.



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Agency Funds – Sources and Uses

CAPITOL COMMISSION OPERATING FUND (48109)

SOURCE: This fund receives income from a number of sections of unappropriated public land, also referred to as endowment lands, within the state of Idaho. The income is made up of proceeds and interest from the sale of land, sale of timber, mineral royalties, land rentals, grazing rentals and cottage site rentals, all of which are collected and deposited to this fund by the Department of Lands.

USES: Funds are utilized to support personnel costs and operating expenditures of the Capitol Curation Program, as directed by Section 67-1608, Idaho Code. The Capitol Curation Program provides ongoing professional services for the Statehouse and its collections. The curator position ensures that the Capitol building and its historic collections are properly accounted for through a collections management program. The curator consults with legislators, the office of the Governor, and other elected officials regarding public exhibitions, appropriate office display techniques, and historical research. The curator manages and promotes the Capitol exhibitions program which includes permanent, special, and traveling exhibitions. The program provides statewide outreach and Statehouse access for Idaho artists and arts/cultural organizations. In addition, the curator position provides state agencies, the general public, and visitors to the State of Idaho an information resource with regard to the collections and exhibits pertaining to the Capitol building. The Statehouse is a historic and recognized landmark of the state.



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Agency Funds – Sources and Uses

AMERICAN RESCUE PLAN (ARPA) FUND (34400)

SOURCE: The American Rescue Plan Act (ARPA) was passed by Congress and signed into law on March 11th, 2021 (Public Law No. 117-2). As part of ARPA, a State Fiscal Recovery Fund (SFRF) was created for all states to address the impacts of the COVID-19 health emergency; Idaho received an SFRF allocation of \$1,094,018,353. Funds can be expended for testing, supplies, premium pay for workers, lost tax revenue, and for sewer, water, or broadband infrastructure projects. These funds must be obligated for expenditure by December 31, 2024, and expended by December 31, 2026. Pursuant to S1204 of 2021, all moneys from this fund are subject to Legislative appropriation.

USES: Funds can be expended for testing, supplies, premium pay for workers, lost tax revenue, and for sewer, water, or broadband infrastructure projects. These funds must be obligated for expenditure by December 31, 2024, and expended by December 31, 2026. Pursuant to S1204 of 2021, all moneys from this fund are subject to Legislative appropriation.



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Agency Funds – Sources and Uses

ARPA STATE FISCAL RECOVERY FUND (34430)

SOURCE: The American Rescue Plan Act (ARPA) was passed by Congress and signed into law on March 11th, 2021 (Public Law No. 117-2). As part of ARPA, a State Fiscal Recovery Fund (SFRF) was created for all states to address the impacts of the COVID-19 health emergency; Idaho received an SFRF allocation of \$1,094,018,353. Funds can be expended for testing, supplies, premium pay for workers, lost tax revenue, and for sewer, water, or broadband infrastructure projects. These funds must be obligated for expenditure by December 31, 2024, and expended by December 31, 2026. Pursuant to S1204 of 2021, all moneys from this fund are subject to Legislative appropriation.

USES: Funds can be expended for testing, supplies, premium pay for workers, lost tax revenue, and for sewer, water, or broadband infrastructure projects. These funds must be obligated for expenditure by December 31, 2024, and expended by December 31, 2026. Pursuant to S1204 of 2021, all moneys from this fund are subject to Legislative appropriation.



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Agency Funds – Sources and Uses

FEDERAL COVID-19 RELIEF FUND (34500)

SOURCE: In response to the COVID-19 pandemic, Congress passed and the President signed into law six pieces of legislation. The first five include: (1) Coronavirus Preparedness & Response Supplemental Appropriations Act (P.L. 116-123); (2) Families First Coronavirus Response Act (P.L. 116-127); (3) Coronavirus Aid, Relief, and Economic Security (CARES) Act (Public Law No. 116-136); (4) Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); and (5) Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act (P.L. 116-260). These acts included funding and fiscal relief for individuals, businesses, and state, local, territorial, and Tribal governments to address the effects of the COVID-19 pandemic.

As part of the first five pieces of federal legislation, Idaho received an allocation of nearly \$10.7 billion. Some CARES Act moneys were approved by both the Division of Financial Management and the Idaho Board of Examiners as noncognizable (AKA “non-cog”) expenditure adjustments pursuant to Section 67-3516(2), Idaho Code. A new fund, CARES Act – COVID 19, was created by the Office of the State Controller to account for these noncognizable funds. Other CARES Act moneys were approved through legislative appropriation from the Federal COVID-19 Relief Fund, which was created by the passage of S1034 of 2021. The Legislature appropriated the sixth federal COVID-19 relief act, the American Rescue Plan Act (ARPA), in a separate fund.

USES: Funds were to be used for necessary expenditures directly related to COVID-19; expenditures that were not accounted for in the most recently approved budget for state FY 2020 or for FY 2021; and for COVID-19 related expenditures that were incurred between March 1, 2020 and December 30, 2020. ISHS received a National Endowment for the Humanities (NEH) award as part of the NEH CARES grant program in July of 2020 that was used for personnel costs at the Old Idaho Penitentiary (Old Pen). The Old Pen depends on admission and special event revenue to fund personnel costs. With revenue dramatically impacted by the COVID-19 pandemic, this grant allowed for uninterrupted service of programs and site stewardship of the Old Pen.

