

FIR TRAINING



FIR TRAINING SESSION
JANUARY 9, 2015

FIR TRAINING



**WE NEED YOUR
HELP!**

PURPOSE

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- **FISCAL IMPACT REPORTS:**
 - PROVIDE INFORMATION AND NON-PARTISAN ANALYSIS TO LEGISLATORS AND THE PUBLIC ON IMPACT OF LEGISLATION BEFORE A BILL BECOMES LAW
 - DESCRIBE THE IMPACT OF A BILL ON THE FINANCES OF THE STATE GOVERNMENT CUMULATELY AND OBJECTIVELY, SO THAT, THE LEGISLATURE CAN MAKE INFORMAL DECISIONS ON 1) COSTS, 2) SAVINGS AND 3) REVENUE
 - ALLOW FOR TRACKING LEGISLATION THAT MAY IMPACT THE GENERAL APPROPRIATION ACT

SIMPLY, FIRs HELP LEGISLATORS MAKE DECISIONS

KEY STEPS

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- **LFC MEMO TO AGENCIES, DEC 22, 2014**
- **CAN BE FOUND ON LFC WEBSITE, INFORMATION FOR STATE AGENCIES**
- **PLEASE USE FORM ON WEBSITE**
 - TIMES NEW ROMAN 12
 - INCLUDE ANY CHARTS AS ATTACHMENTS
 - INCLUDE AGENCY NAME AND CODE
 - INCLUDE DRAFTERS NAME AND PHONE NUMBER
 - BILL NUMBER, ADD “a” IF AMENDMENT; “s” IF SUBSTITUTE

KEY STEPS

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- **TREAT SUBSTITUTE BILLS AS A NEW BILL; DON'T COMPARE WITH ORIGINAL BILL**
- **BILLS AMENDING STATUTE**
 - ONLY NEED TO ASSESS THE IMPACT OF THE CHANGE; NOT THE COMPLETE SECTION OR CHAPTER
 - DISCUSS THE CHANGE IN CONTEXT
- **NEW STATUTE**
 - FIR MUST COVER ENTIRE BILL

KEY STEPS

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- **AGENCY REVIEW**
 - Consider in response time
 - Possible bottleneck
- **RESPONSE REQUESTED WITHIN 24 HOURS**
 - SEND TO LFC@NMLEGIS.GOV
 - ALSO TO DFA@STATE.NM.US
 - RESPONSES ARE FILED BY BILL NUMBER AND BECOME A RECORD OF AGENCY RESPONSES

AGENCY FIR ANALYSIS FORM

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LFC Requester: _____

AGENCY BILL ANALYSIS
2015 REGULAR SESSION

WITHIN 24 HOURS OF BILL POSTING, EMAIL ANALYSIS TO:

LFC@NMLEGIS.GOV
and
DFA@STATE.NM.US

(Include the bill no. in the email subject line, e.g., HB2, and only attach one bill analysis and related documentation per email message)

SECTION I: GENERAL INFORMATION
(Indicate if analysis is on an original bill, amendment, substitute or a correction of a previous bill)

Check all that apply:

Original Amendment Date _____
 Correction Substitute Bill No: _____

Sponsor: _____ Agency Code: _____
 Short Person Writing _____
 Title: _____ Phone: _____ Email _____

SECTION II: FISCAL IMPACT

APPROPRIATION (dollars in thousands)

Appropriation		Recurring or Nonrecurring	Fund Affected
FY15	FY16		

(Parenthesis () Indicate Expenditure Decreases)

REVENUE (dollars in thousands)

Estimate Revenue			Recurring or Nonrecurring	Fund Affected
FY15	FY16	FY17		

(Parenthesis () Indicate Expenditure Decreases)

AGENCY FIR ANALYSIS FORM

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ESTIMATED ADDITIONAL OPERATING BUDGET IMPACT (dollars in thousands)

	FY15	FY16	FY17	3 Year Total Cost	Recurring or Nonrecurring	Fund Affected
Total						

(Parenthesis) Indicate Expenditure Decreases)

Duplicates/Conflicts with/Companion to/Relates to:
Duplicates/Relates to Appropriation in the General Appropriation Act

SECTION III: NARRATIVE

BILL SUMMARY

Synopsis:

FISCAL IMPLICATIONS

Note: major assumptions underlying fiscal impact should be documented.

Note: if additional operating budget impact is estimated, assumptions and calculations should be reported in this section.

SIGNIFICANT ISSUES

PERFORMANCE IMPLICATIONS

ADMINISTRATIVE IMPLICATIONS

CONFLICT, DUPLICATION, COMPANIONSHIP, RELATIONSHIP

TECHNICAL ISSUES

OTHER SUBSTANTIVE ISSUES

ALTERNATIVES

WHAT WILL BE THE CONSEQUENCES OF NOT ENACTING THIS BILL

AMENDMENTS

PROCESS

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- **TABLES**

- APPROPRIATION

- REVENUE

- ESTIMATED OPERATING BUDGET IMPACT

- ✦ CAN BILL BE IMPLEMENTED WITH THE STATED APPROPRIATION?

- ✦ ARE THERE INCREASED EXPENDITURES FOR THE OUTYEARS?

- ✦ DISCUSS UNDER FISCAL IMPLICATIONS

- ✦ UNDER TABLES LIST DUPLICATIONS, CONFLICTS WITH OTHER BILLS

- **BILL SUMMARY**

- DISCUSS HOW AGENCY INTERPRETS THE BILL (BE OBJECTIVE)

PROCESS

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- **FISCAL IMPLICATIONS**

- DISCUSS OUTYEAR COSTS (narrative should match the table amounts)

- **SIGNIFICANT ISSUES**

- DISCUSS IMPLEMENTATION OF BILL, EXPECTED RESULTS, ANTICIPATED PROBLEMS, ETC
- BRIEFLY DESCRIBE SIGNIFICANT ISSUES
- ARE THERE UNINTENDED CONSEQUENCES RELATED TO THE BILL?
- BE OBJECTIVE

PROCESS

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- **PERFORMANCE IMPLICATIONS**
 - HOW WILL IMPLEMENTATION BE EVALUATED
 - GENERAL COMMENTS—DO NOT NEED SPECIFICS

- **CONFLICT, DUPLICATION, COMPANIONSHIP, RELATIONSHIP**
 - ARE THERE OTHER BILLS RELATED TO THIS ONE?
 - **GOAL IS TO AVOID CONFLICTS**

FIR TRAINING

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QUESTIONS??

COMMENTS??