# Multiple Agency Fiscal Note Summary

| **Bill Number:** 1245 HB | **Title:** Business development |
|---|---|

## Estimated Cash Receipts

NONE

## Estimated Operating Expenditures

| Agency Name | 2025-27 | | | | 2027-29 | | | | 2029-31 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | FTEs | GF-State | NGF-Outlook | Total | FTEs | GF-State | NGF-Outlook | Total | FTEs | GF-State | NGF-Outlook | Total |
| Office of the Governor | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 |
| Office of the Secretary of State | .9 | 1,158,000 | 1,158,000 | 1,158,000 | .2 | 76,000 | 76,000 | 76,000 | .2 | 76,000 | 76,000 | 76,000 |
| Department of Commerce | Fiscal note not available | | | | | | | | | | | |
| Office of Minority and Women's Business Enterprises | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 |
| Department of Enterprise Services | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 |
| Department of Veterans Affairs | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 | .0 | 0 | 0 | 0 |
| **Total $** | **0.9** | **1,158,000** | **1,158,000** | **1,158,000** | **0.2** | **76,000** | **76,000** | **76,000** | **0.2** | **76,000** | **76,000** | **76,000** |

## Estimated Capital Budget Expenditures

| Agency Name | 2025-27 | | | 2027-29 | | | 2029-31 | | |
|---|---|---|---|---|---|---|---|---|---|
| | FTEs | Bonds | Total | FTEs | Bonds | Total | FTEs | Bonds | Total |
| Office of the Governor | .0 | 0 | 0 | .0 | 0 | 0 | .0 | 0 | 0 |
| Office of the Secretary of State | .0 | 0 | 0 | .0 | 0 | 0 | .0 | 0 | 0 |
| Department of Commerce | Fiscal note not available | | | | | | | | |
| Office of Minority and Women's Business Enterprises | .0 | 0 | 0 | .0 | 0 | 0 | .0 | 0 | 0 |
| Department of Enterprise Services | .0 | 0 | 0 | .0 | 0 | 0 | .0 | 0 | 0 |
| Department of Veterans Affairs | .0 | 0 | 0 | .0 | 0 | 0 | .0 | 0 | 0 |
| **Total $** | **0.0** | **0** | **0** | **0.0** | **0** | **0** | **0.0** | **0** | **0** |

# Estimated Capital Budget Breakout

| | | |
|---|---|---|
| **Prepared by:** Marie Davis, OFM | **Phone:** (360) 890-1163 | **Date Published:** Preliminary 1/21/2025 |

FNPID 71675

FNS029 Multi Agency rollup

# Individual State Agency Fiscal Note

| Bill Number: 1245 HB | Title: Business development | Agency: 075-Office of the Governor |
|---|---|---|

## Part I: Estimates

[X] **No Fiscal Impact**

**Estimated Cash Receipts to:**

NONE

**Estimated Operating Expenditures from:**
NONE

**Estimated Capital Budget Impact:**

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

[ ] If fiscal impact is greater than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

[ ] If fiscal impact is less than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

[ ] Capital budget impact, complete Part IV.

[ ] Requires new rule making, complete Part V.

| | | | |
|---|---|---|---|
| Legislative Contact: | Emily Poole | Phone: 360-786-7106 | Date: 01/15/2025 |
| Agency Preparation: | Kathy Cody | Phone: (360) 480-7237 | Date: 01/17/2025 |
| Agency Approval: | Jamie Langford | Phone: (360) 870-7766 | Date: 01/17/2025 |
| OFM Review: | Gwen Stamey | Phone: (360) 790-1166 | Date: 01/17/2025 |

## Part II: Narrative Explanation

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact**

*Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.*

Section 2 of HB 1245 establishes the Office of Entrepreneurship. The Governor must appoint a Director of this Office.

The Office of the Governor believes appointing this position will not have a fiscal impact.

**II. B - Cash receipts Impact**

*Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.*

**II. C - Expenditures**

*Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.*

## Part III: Expenditure Detail

**III. A - Operating Budget Expenditures**

NONE

**III. B - Expenditures by Object Or Purpose**

NONE

**III. C - Operating FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.*

NONE

**III. D - Expenditures By Program (optional)**

NONE

## Part IV: Capital Budget Impact

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

## Part V: New Rule Making Required

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

| Bill Number: 1245 HB | Title: Business development | Agency: 085-Office of the Secretary of State |
|---|---|---|

## Part I: Estimates

☐ **No Fiscal Impact**

**Estimated Cash Receipts to:**

NONE

**Estimated Operating Expenditures from:**

| | FY 2026 | FY 2027 | 2025-27 | 2027-29 | 2029-31 |
|---|---|---|---|---|---|
| FTE Staff Years | 1.5 | 0.2 | 0.9 | 0.2 | 0.2 |
| **Account** | | | | | |
| General Fund-State 001-1 | 1,120,000 | 38,000 | 1,158,000 | 76,000 | 76,000 |
| **Total $** | 1,120,000 | 38,000 | 1,158,000 | 76,000 | 76,000 |

**Estimated Capital Budget Impact:**

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

☒ If fiscal impact is greater than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

☐ If fiscal impact is less than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

☐ Capital budget impact, complete Part IV.

☒ Requires new rule making, complete Part V.

| | | | |
|---|---|---|---|
| Legislative Contact: | Emily Poole | Phone: 360-786-7106 | Date: 01/15/2025 |
| Agency Preparation: | Bonnie Luntzel | Phone: 360-570-5575 | Date: 01/21/2025 |
| Agency Approval: | Tim Gallivan | Phone: (360) 763-2044 | Date: 01/21/2025 |
| OFM Review: | Marie Davis | Phone: (360) 890-1163 | Date: 01/21/2025 |

# Part II: Narrative Explanation

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact**

*Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.*

Sec 2 (3) has the Office of the Secretary of State cooperate with and assist the new office of entrepreneurship in the performance of its duties and functions, including by providing data collected by such agencies that is necessary for the office to complete its reporting obligations under section 3 of this act.

**II. B - Cash receipts Impact**

*Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.*

No Impact.

**II. C - Expenditures**

*Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.*

The Office of the Secretary of State (OSOS) will require a buildout within the Corporations and Charities Filing System (CCFS) to adequately record the information for the reports under Section 2(3) for the identifiers under Section 3(1)(c):

The following resources and standard costs* will be needed to build out the identifiers for the business entity originations that are recorded with the OSOS:

- IT Business Analyst: This position will create user stories and user acceptance criteria in collaboration with Product Owner, business users and subject matter experts to meet the provisions of the bill. In FY2026, OSOS anticipates needing 0.5 FTE (annual salaries and benefits: $76,884, rounded to $77,000 for reporting purposes) and 0.1 FTE ongoing (annual salaries and benefits: $15,377, rounded to $16,000 for reporting purposes)

- Management Analyst 5: This position will provide functional testing assignments to management analysts and perform functional testing of system enhancements. Track and problem solve coding errors as reported by management analysts in coordination with the business product owner, project manager and application developer testing of system build enhancements and regression testing. In FY2026, OSOS anticipates needing 0.5 FTE (annual salaries and benefits: $65,129, rounded to $66,000 for reporting purpose).

- Management Analyst 3: This position will perform functional testing of system enhancements as assigned by the Management Analyst 5, report errors, and perform testing of system builds and enhancements and regression testing of successful code release. In FY2026, OSOS anticipates needing 0.5 FTE (annual salaries and benefits: $52,602, rounded to $53,000 for reporting purposes) and 0.1 FTE ongoing (annual salaries and benefits: $10,521, rounded to $11,000 for reporting purposes).

- Contracted resources: In FY 2026, OSOS assumes needing contractor resources (4 application developers at $184,080 per year) to provide coding and programming system functional requirements as established by the IT Business Analyst, Product Owner and division stakeholders. Perform functional testing of system builds and enhancements. Accessibility, retention, and regression testing.

*Standard Costs: OSOS will incorporate the following standard costs narrative: Goods and services, Object E, includes $29,000 per FTE, per year, for OSOS standard costs, which cover an average employee's supplies, communications, training, and subscription costs per year. An administrative allocation rate of 15% is included in object T and is calculated

based on OSOS cost allocation processes.

# Part III: Expenditure Detail

**III. A - Operating Budget Expenditures**

| Account | Account Title | Type | FY 2026 | FY 2027 | 2025-27 | 2027-29 | 2029-31 |
|---|---|---|---|---|---|---|---|
| 001-1 | General Fund | State | 1,120,000 | 38,000 | 1,158,000 | 76,000 | 76,000 |
| | | **Total $** | 1,120,000 | 38,000 | 1,158,000 | 76,000 | 76,000 |

**III. B - Expenditures by Object Or Purpose**

| | FY 2026 | FY 2027 | 2025-27 | 2027-29 | 2029-31 |
|---|---|---|---|---|---|
| FTE Staff Years | 1.5 | 0.2 | 0.9 | 0.2 | 0.2 |
| A-Salaries and Wages | 146,000 | 20,000 | 166,000 | 40,000 | 40,000 |
| B-Employee Benefits | 48,000 | 7,000 | 55,000 | 14,000 | 14,000 |
| C-Professional Service Contracts | 736,000 | | 736,000 | | |
| E-Goods and Other Services | 44,000 | 6,000 | 50,000 | 12,000 | 12,000 |
| G-Travel | | | | | |
| J-Capital Outlays | | | | | |
| M-Inter Agency/Fund Transfers | | | | | |
| N-Grants, Benefits & Client Services | | | | | |
| P-Debt Service | | | | | |
| S-Interagency Reimbursements | | | | | |
| T-Intra-Agency Reimbursements | 146,000 | 5,000 | 151,000 | 10,000 | 10,000 |
| 9- | | | | | |
| **Total $** | 1,120,000 | 38,000 | 1,158,000 | 76,000 | 76,000 |

**III. C - Operating FTE Detail:** *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

| Job Classification | Salary | FY 2026 | FY 2027 | 2025-27 | 2027-29 | 2029-31 |
|---|---|---|---|---|---|---|
| IT Business Analyst - SR/SPEC | 124,068 | 0.5 | 0.1 | 0.3 | 0.1 | 0.1 |
| Management Analyst 3 | 76,608 | 0.5 | 0.1 | 0.3 | 0.1 | 0.1 |
| Management Analyst 5 | 98,040 | 0.5 | | 0.3 | | |
| **Total FTEs** | | 1.5 | 0.2 | 0.9 | 0.2 | 0.2 |

**III. D - Expenditures By Program (optional)**

NONE

# Part IV: Capital Budget Impact

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

No Impact.

## Part V: New Rule Making Required

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

RCW 23.95.255 will need to be updated to reflect the identifiers as part of the reporting process of businesses.

# Individual State Agency Fiscal Note

| Bill Number: 1245 HB | Title: Business development | Agency: 147-Office of Minority and Women's Business Enterprises |
|---|---|---|

## Part I: Estimates

[X] **No Fiscal Impact**

**Estimated Cash Receipts to:**

NONE

**Estimated Operating Expenditures from:**
NONE

**Estimated Capital Budget Impact:**

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

[ ] If fiscal impact is greater than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

[ ] If fiscal impact is less than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

[ ] Capital budget impact, complete Part IV.

[ ] Requires new rule making, complete Part V.

| | | | |
|---|---|---|---|
| Legislative Contact: | Emily Poole | Phone: 360-786-7106 | Date: 01/15/2025 |
| Agency Preparation: | Ian Shelley | Phone: (360) 489-5779 | Date: 01/20/2025 |
| Agency Approval: | Ian Shelley | Phone: (360) 489-5779 | Date: 01/20/2025 |
| OFM Review: | Megan Tudor | Phone: (360) 890-1722 | Date: 01/21/2025 |

## Part II: Narrative Explanation

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact**

*Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.*

Section 1 provides definitions that apply to sections 2 and 3.

Section 2 (1) establishes the office of entrepreneurship. Section 2 (3) states that the "office may collaborate" with the Office of Minority and Women's Business Enterprises (OMWBE), and, if so, OMWBE is required to assist the new Office in performing its duties, which may include providing data.

Section 3 requires the office of entrepreneurship to submit a report to legislative committees by November 1, 2026, and biennially thereafter.

If requested, OWMBE will assist this new agency in the same manner that it does for other agencies that it collaborates with. OMWBE will be able to do this within existing resources. Therefore, there is no fiscal impact for this original bill.

**II. B - Cash receipts Impact**

*Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.*

**II. C - Expenditures**

*Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.*

## Part III: Expenditure Detail

**III. A - Operating Budget Expenditures**

NONE

**III. B - Expenditures by Object Or Purpose**

NONE

**III. C - Operating FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.*

NONE

**III. D - Expenditures By Program (optional)**

NONE

## Part IV: Capital Budget Impact

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

# Part V: New Rule Making Required

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

| Bill Number: 1245 HB | Title: Business development | Agency: 179-Department of Enterprise Services |
|---|---|---|

## Part I: Estimates

[X] **No Fiscal Impact**

**Estimated Cash Receipts to:**

NONE

**Estimated Operating Expenditures from:**
NONE

**Estimated Capital Budget Impact:**

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

[ ] If fiscal impact is greater than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

[ ] If fiscal impact is less than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

[ ] Capital budget impact, complete Part IV.

[ ] Requires new rule making, complete Part V.

| | | | |
|---|---|---|---|
| Legislative Contact: | Emily Poole | Phone: 360-786-7106 | Date: 01/15/2025 |
| Agency Preparation: | Michael Diaz | Phone: (360) 407-8131 | Date: 01/20/2025 |
| Agency Approval: | Jessica Goodwin | Phone: (360) 819-3719 | Date: 01/20/2025 |
| OFM Review: | Gwen Stamey | Phone: (360) 790-1166 | Date: 01/20/2025 |

## Part II: Narrative Explanation

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact**

*Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.*

Section 2 adds a new section to RCW 43.330 and establishes the Office of Entrepreneurship (Office) within the Department of Commerce (Commerce). Subsection 1(3) states that the Office may collaborate with several state agencies, including the Department of Enterprise Services (DES), to carry out its purpose. Each agency identified in section 2(3) shall cooperate with and assist the Office by providing the data that is necessary for the Office to meet its reporting obligations, as defined under section 3 of this act.

Section 3 adds a new section to RCW 43.330 stating the Office shall produce a report to the Legislature beginning November 1, 2026, and biennially thereafter. The details of what must be included in the report are defined in section 3(1) (a-h).

Subsection 3(2) states that the Office shall encourage five percent of the total number and value of state contracts to be awarded to businesses that have been in operation for not more than five years and whose principal place of business is in this state.

DES collects data for statewide contracts and public works bids and can provide this information to the Office of Entrepreneurship in the normal course of business. Should the Office require DES to provide data that is not currently collected system enhancements and/or additional staff may be needed, which could result in a future fiscal impact.

**II. B - Cash receipts Impact**

*Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.*

**II. C - Expenditures**

*Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.*

## Part III: Expenditure Detail

**III. A - Operating Budget Expenditures**

NONE

**III. B - Expenditures by Object Or Purpose**

NONE

**III. C - Operating FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.*

NONE

**III. D - Expenditures By Program (optional)**

NONE

## Part IV: Capital Budget Impact

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

## Part V: New Rule Making Required

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

| Bill Number: 1245 HB | Title: Business development | Agency: 305-Department of Veterans Affairs |
|---|---|---|

## Part I: Estimates

[X] **No Fiscal Impact**

**Estimated Cash Receipts to:**

NONE

**Estimated Operating Expenditures from:**
NONE

**Estimated Capital Budget Impact:**

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

[ ] If fiscal impact is greater than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

[ ] If fiscal impact is less than $50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

[ ] Capital budget impact, complete Part IV.

[ ] Requires new rule making, complete Part V.

| | | | |
|---|---|---|---|
| Legislative Contact: | Emily Poole | Phone: 360-786-7106 | Date: 01/15/2025 |
| Agency Preparation: | Mirach Sebhat | Phone: (360) 451-2296 | Date: 01/17/2025 |
| Agency Approval: | Yacob Zekarias | Phone: 253-545-1942 | Date: 01/17/2025 |
| OFM Review: | Arnel Blancas | Phone: (360) 000-0000 | Date: 01/17/2025 |

## Part II: Narrative Explanation

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact**

*Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.*

1245 HB has no fiscal impact to the Washington Department of Veterans Affairs (WDVA). Any minor administrative efforts required to support the Office of Entrepreneurship through resource referral and data sharing can be managed within existing staff and resources.

This bill establishes The Office of Entrepreneurship, designed to facilitate the creation and growth of business in Washington State. The Office's functions include:
1. Supporting businesses with fewer than 10 employees.
2. Providing technical support and resources for entrepreneurs.
3. Assisting businesses in operation for less than five years in navigating state agencies.
4. Identifying government regulations and fees that hinder business formation.
5. Collaborating with other support agencies, including the WDVA.

Support agencies will assist the Office in its functions, including providing data for required reporting. The bill mandates the Office to submit a biennial legislative report detailing state contract spending, demographic data, and barriers faced by business operating for less than five years. Additionally, the Office is tasked with encouraging the allocation of at least five percent of state contracts, both by number and value, to businesses that have in operation for less than five years.

WDVA's only involvement will be to support the Office by providing resource referrals and necessary data, which can be absorbed within existing staffing and resources.

**II. B - Cash receipts Impact**

*Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.*

**II. C - Expenditures**

*Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.*

## Part III: Expenditure Detail

**III. A - Operating Budget Expenditures**

NONE

**III. B - Expenditures by Object Or Purpose**

NONE

**III. C - Operating FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.*

NONE

**III. D - Expenditures By Program (optional)**

NONE

# Part IV: Capital Budget Impact

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

# Part V: New Rule Making Required

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*