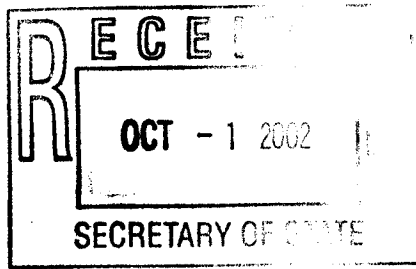


Nebraska State
Records Board
State Capitol, Suite 2300
Lincoln, NE 68509



John Gale
Chairman
(402) 471-8606
<http://www.nol.org>



APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION

Agencies desiring grants from the Nebraska State Records Board for projects to improve access to state government information should complete this application and follow any procedures outlined in this application and any accompanying materials.

1. Name of agency applying for grant Nebraska State Board of Public Accountancy
2. Title or brief description of project On-Line Submission of Applications and Forms

3. Grant request amount \$ 25,000
4. Will there be a fee for accessing records associated with this project? No (with the exception of payment of the application or license fee)
5. If yes, provide any statutory reference or authorization for the fee N/A (Licensing fees are referenced in Section 1-136 of the Statutes)
6. Please describe the project in detail (you may attach this description)

Please see attached description of scope and purpose of project.

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7. Please describe whom the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service.

Users of the On-Line Applications and Forms will be CPAs and CPA Firms (Licensees) that wish to renew their public accountancy license on-line or complete other necessary regulatory paperwork. There is the potential for approximately 2,300 licenses to be renewed via the Internet annually, as well as a number of forms that are required to be completed and submitted annually. Implementation of this project will bring e-commerce and government services to Nebraska citizens by being available to over 4,100 individuals and businesses.

8. Estimated timeline for implementation April 1, 2003

9. Agency contribution to project (labor, equipment etc.)

Agency personnel are committed to making the project a success through training and marketing/promoting the services to all licensees.

10a. Has this project ever been submitted as a budget request (explain)?

Yes, for the current biennium budget. The Appropriations Committee did not fund the request due to a projected shortfall in the Board's cash fund at the end of FY03. The Board has reached the maximum amount that it can charge in all fees, so it has basically "maxed" out the amount of its revenue. A legislative bill to increase the statutory maximums and allow an increase in fees was introduced at the Board's request in the 2002 regular legislative session but was unsuccessful.

10b. Does the project require additional statutory authority (explain)? No.

10c. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?

As explained in Item 10.a. above, the Board does not have the current revenue to purchase the hardware and programming necessary to implement this project. Since our legislative efforts were unsuccessful this session, it will be at least another year or two before the law on the maximum amount of fees can be changed and revenue can be increased. The grant will be used for all start-up costs and at least the first two years of implementation. After that the maintenance costs will be relatively small and the savings in postage, paper, copying/printing and staff time should offset this amount.

11. Please describe how this project will enhance the delivery of state agency services or access to those services (you may attach a separate sheet if needed)

In our current licensing and regulatory environment, each licensee is sent a paper copy of a license renewal or other application form. These sometimes get lost -sometimes in the mail, and sometimes on a desk. The on-line license and application process will be accessible 24 hours a

day/seven days a week to the licensee. Not only will access be convenient, but a completed on-line application will be processed quickly and decrease the application or form process turn-around time for the licensee. The project allows for more efficient delivery by the agency as well, by utilizing existing data and databases and eliminating a certain amount of staff time in handling paperwork.

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12. Please describe how this project will 1) Improve the efficiency of agency operations; 2) Facilitate collaboration among state agencies; 3) Facilitate collaboration between state agencies and other public institutions; Support public/private partnerships in the delivery of public services (you may respond to any or all of these criteria in your answer, attach additional pages if needed).

Benefits of Implementing Project

To Licensees:

The firms and individuals needing to submit forms and applications will have easier access to the forms (24/7 service), and will receive their licenses or service quicker than in the past. Completing the form on-line will consist of verifying existing information and checking boxes in most cases, resulting in less completion time. Users of government services, in this case, will have ready access to their licensing information and perform the required duty of licensing or completing an application relatively quickly.

To NBPA:

NBPA will no longer need to have applications and renewal license forms printed in mass quantity, provide the time and postage to send out the forms, nor enter the majority of data into the database. Data entry error will be virtually non-existent, and will result in a more productive and efficient use of staff time and agency resources.

13. Contact person for any questions regarding this application Annette L. Harmon

phone # 471-3595 E-mail nbpa01@nol.org

Signed this 27th day of September, 2002


Agency Director

Please Return to:

**State Records Board
Suite 2300, State Capitol
P.O. Box 94608
Lincoln, NE 68509-4608**

I. Description and Scope of Project

This project will enable licensees (both individuals and firms) of the Nebraska Board of Public Accountancy (NBPA) to renew their public accountancy licenses either annually or biennially via the Internet with a credit card payment. Upon receipt of a unique, identifying Personal Identification Number (PIN), each qualified firm or individual will be able to access the current database information attached to their license, update that information and submit the request for a license along with credit card payment information to NBPA. A valid license will then be mailed from the NBPA office to the licensee.

Currently, NBPA annually issues approximately 1800 individual licenses and approximately 500 firm licenses. Of the 1800 individual licenses, about 900 renew at \$200 each and about 900 renew at \$80 each. The 500 firm licenses renew at \$100 each.

Licensees will also be able to complete required forms and applications on-line, as well. They will be able to complete most of the required regulatory forms on-line and transmit the information directly to the Board.

The completion date for the project is April 1, 2003, in time for the license renewal "season."

II. Purpose of Project

The purpose of the project is to provide quick, easy and convenient form submission and license renewal to a licensee 24 hours a day, seven days a week in the privacy of his or her own home or office. It is also to decrease administrative time in the form and renewal process by allowing direct submission of information to the database; and to decrease information and data error. The fulfillment of this project will help NBPA to meet the Governor's goal of expanded service to citizens, and the support of e-commerce with Nebraska government.