**2009 Supplemental Budget Request (SBR) Format for**
**Activities in Support of Technology Based Overpayment Prevention,**
**Detection, and Collection Infrastructure Investments**

**Name of Project:**

**Amount of Funding Request for this Project:**  Provide the total amount of funds requested in this individual project.

**State Contact:**  Provide name, telephone number and e-mail address of the individual who can answer any questions relating to this proposal.

**Project Description:**  Provide a complete description of the project explaining what the funds will be used to accomplish.

**Project Timeline:**  Provide a timeline identifying the dates of the milestones in this project through the expected implementation date.  The timeline should include the development of the scope of work, the designation of specific tasks to appropriate parties, the issuance of a request for proposal if appropriate, the projected start date for programming the new system, the proposed dates to begin and to complete testing and the proposed date for full implementation of the system.

The weight of this element is 20 percent of the total score.

**Description of Costs:**  Provide an explanation of all costs included in the project.

> **Staff Costs for Agency and Contract Staff:**  States should use the table format below to request state or contract staff.  The project should clearly explain which costs are for state staff and which costs are for contractor staff.

| Type of Position | Total Hours | Cost Per Hour | Total |
|---|---|---|---|
|  |  |  |  |

> **Hardware, Software, and Telecommunications Equipment:**  Provide an itemized list of hardware, software and telecommunications equipment including the cost per item and the number of each item requested.  A description of each item should provide any information needed to identify the specific item and a description of the size and capacity of each item if applicable.

**Other:**  Identify each item and provide the expected cost per item.  The need for each item should be explained.

The weight of this element is 10 percent of the total score.

**Strategic Design:**  Include a description of the strategic design of the project identifying key features. The strategic design should provide evidence of a thorough analysis of current operations and should show that the design will meet the needs of the state. For example, the description could include an explanation of the overpayments that are currently not being addressed or the collections that are not accomplished because the automated system is not operational.  The state should explain how they have determined that this system would be the most beneficial to their operation.  This explanation might include a list of other overpayment systems that are operational such as the National Directory of New Hires.

 For example:

- Identify the data that will be received from the data matching, e.g., name, date of birth, address etc.
- Estimate the amount of overpayments the system will prevent or detect in a year.
- Estimate the percentage of claimants that will part of the data matching system.
- Describe the data system(s) that the state will use to match claimant records
- Indicate how often the data match will be conducted.
- Describe the assurance(s) that the state has received from the owner(s) of the data which will demonstrate a willingness to participate in the proposed data exchange.

The weight of this element is 30 percent of the total score.

**Measurable Improvements Expected in UI Operations:**  Identify the areas in which overpayment prevention, detection or collection will be improved or on-going costs reduced through implementation of the proposed project.  All improvements and cost reductions must be quantified rather than generalized. For example, if it is anticipated that overpayments will be collected more quickly with the new system the measurable improvements should identify the anticipated time savings per claimant and the percentage of overpayments that will be affected by the new system.  The narrative should explain what

measurable improvements are expected to occur and provide a narrative to quantify the expected improvements.

The weight of this element is 30 percent of the total score.

**<u>Current Status of Implementation of the National Directory of New Hires (NDNH) in Benefit Payment Control ( BPC)  Operations</u>:**  Describe the status of the NDNH in BPC operations.  How often does BPC run this matching tool? What parameters are set for BPC matching?

The weight of this element is 10 percent of the total score.

**<u>Attachment C</u>:**  Attachment C should be completed for the total SBR package.

**<u>Supporting Materials</u>:**  States may attach any additional relevant materials that support funding for this project.