

Clearinghouse Rule 99-154




RULES CERTIFICATE

State of Wisconsin)
) ss.
Department of Administration)

I, George Lightbourn, Secretary of the Wisconsin Department of Administration, and custodian of the official records, certify that the attached administrative rule relating to the Wisconsin Land Information Program, grants-in-aid to local government, was duly approved and adopted by the Department of Administration on March 22, 2000.

I further certify that this copy has been compared by me with the original on file with this Department and that it is a true copy thereof and of the whole of such original.

IN TESTIMONY WHEREOF, I have hereunto set my hand in the City of Madison, Wisconsin this 22nd day of March, 2000.



George Lightbourn, Secretary
Department of Administration

6-1-00

99-154

ORDER OF THE DEPARTMENT OF ADMINISTRATION

The Wisconsin Department of Administration proposes an order to repeal and recreate chapter Adm 47 of the Wisconsin Administrative Code, relating to the Wisconsin land information program grants-in-aid to local government.

Analysis Prepared by the Department of Administration:

Statutory Authority: ss. 16.004 (1) and 227.11, Stats.

Statutes Interpreted: ss. 16.967 (1), (3) and (7), and 59.72, Stats.

The Wisconsin Land Information Board is attached to the Department of Administration. The Board is authorized to implement and oversee a program of grants-in-aid to Wisconsin counties for land records modernization.

The purpose of the code change is to update the grants-in-aid program to reflect the changing needs of the Board's customers over the last 9 years. The changes streamline and simplify the application and award process; put funds to work more quickly at the local government level; and allocate funds based on statewide or regional initiatives designed to ensure timely completion of the foundational elements of the land information program.

The following items are the major code revisions proposed by the Department:

1. Expand eligible grant projects to include the design, development and implementation of systems integration projects. This recognizes a statutory revision since the original rule enactment. [Adm 47.03(4)]
2. Expand the eligible grant activities to include county staff training and education in land records modernization or land information systems. [Adm 47.03(5)]
3. Require that the Board determine annual grant amounts by October 15, of each year, based on the funds available. [Adm 47.04]
4. Establish training and education grant category for the county land information officer or the officer's designee. [Adm 47.04(1)]
5. Establish a land information system base budget grant category to provide a minimum funding level to develop, maintain and operate a land information system. [Adm 47.04(2)]
6. Establish a local government contribution based grant category to fund eligible projects and activities that are consistent with the county's land records modernization plan approved by the Board. [Adm 47.04(3)]
7. Establish a strategic initiative grant category that the Board may make eligible to counties to expedite and foster statewide and regional strategic initiatives consistent with statutes and standards established by the Board. [Adm 47.04(4)]

8. Change the grant application review and scoring by an evaluation committee comprised of Board members to a review and evaluation by Department staff prior to Board approval. [Adm 47.06]
9. Eliminate the evaluation criteria for first-time grant application since every Wisconsin county has now received grants under this program. Require that applicants complete and submit an annual land information program survey. [Adm 47.06(4)]
10. Require that applicants subscribe to the Wisconsin land information program's internet land information officers technical assistance email list serve. [Adm 47.06(5)]

Final Regulatory Flexibility Analysis:

Pursuant to s. 227.114, Stats., the rule herein is not expected to negatively impact on small businesses.

TEXT OF RULE:

SECTION 1: Adm 47 is repealed and recreated to read.

Chapter Adm 47

**WISCONSIN LAND INFORMATION PROGRAM
GRANTS-IN-AID TO LOCAL GOVERNMENT**

Adm 47.01 Purpose and authority. This chapter is promulgated under the authority of ss. 16.004(1) and 227.11, Stats., to implement s. 16.967(7), Stats.

Adm 47.02 Definitions. In this chapter:

- (1) "Applicant" means a local governmental unit as defined in s. 59.72(1)(c), Stats., applying for a grant under this chapter.
- (2) "Board" has the meaning given in s. 16.967(1)(a), Stats.
- (3) "County-wide plan for land records modernization" means the plan under s. 59.72(3)(b), Stats., approved by the board under s. 16.967(3)(e), Stats.
- (4) "Department" means the department of administration.
- (5) "Eligible applicant" means a local governmental unit as defined in s. 59.72(1)(c), Stats., located wholly or partially within a county that has established a land information office under s. 59.72(3), Stats., and has in effect a county-wide plan for land records modernization.
- (6) "Fiscal year" has the meaning given in s. 20.902, Stats.

- (7) "Land information" has the meaning given in s. 16.967(1)(b), Stats.
- (8) "Land information system" has the meaning given in s. 16.967(1)(c), Stats.
- (9) "Land records" has the meaning given in s. 16.967(1)(d), Stats.
- (10) "Land records modernization" means the process by which land information can ultimately be shared through the implementation of automated land information systems.
- (11) "Systems integration" has the meaning given in s. 16.967(1)(e), Stats.

Adm 47.03 Eligible projects and activities. A county may apply to the board for a grant for any of the following projects:

- (1) The design, development and implementation of a land information system as provided by s. 16.967(7)(a) 1, Stats.
- (2) The preparation of parcel property maps as provided by s. 16.967(7)(a) 2, Stats.
- (3) The preparation of maps that are suitable for use by local governmental units for planning purposes as provided by s. 16.967(7)(a) 3, Stats.
- (4) The design, development and implementation of systems integration projects as provided by s. 16.967(7)(a) 4, Stats.
- (5) The training and education of eligible applicants as defined in s. 59.72(1)(c), Stats., involved in the design, development and implementation of land information systems and systems modifications.

Adm 47.04 Grants. Subject to availability of funds, the board shall determine annual grant amounts for eligible projects under s. Adm 47.03, by October 15, of each year. A grant may not exceed \$100,000. The board may award more than one grant to a county board as provided by s. 16.967(7)(b), Stats. Any funds not granted in any given year shall remain available for general distribution to eligible local units of government, at the discretion of the board in future grant cycles. The board may provide the following grant categories:

- (1) Training and education grants as provided in s. Adm 47.03(5), shall be available to provide the county land information officer or the officer's designee with training for the design, development and implementation of a land information system. A county may receive up to \$300 to participate in workshops and courses provided by institutions of higher education, professional land information organizations or land information system vendors.

(2) Land information system base budget grants for eligible projects and activities provided in s. Adm 47.03 (1) through (5), shall be available to provide a minimum funding level to enable a county land information office to develop, maintain and operate a basic land information system. To be eligible for this category, the fees that a county retained under the provisions of s. 59.72(5)(b), Stats., shall be less than \$35,000 for the preceding fiscal year.

(3) Local government contribution based grants shall be available to fund eligible projects and activities as provided in s. Adm 47.03 (1) through (5), that are consistent with the countywide plan for land records modernization. A county may receive an amount equal to the available funds divided proportionately according to the rate of county fee submittals under s. 59.72(5)(a), Stats., for the preceding fiscal year.

(4) Strategic initiative grants for eligible projects and activities as provided in s. Adm 47.03(1) through (5), for expediting and fostering statewide and regional strategic initiatives consistent with specific statutory requirements and standards adopted by the board.

Note: The Wisconsin Land Information program statutes and the standards adopted by the Board may be obtained from the Department's Land Information Program office at 17 South Fairchild Street, Madison, Wisconsin or at the following website: www.doa.state.wi.us/olis.

Adm 47.05 Grant application. All applications shall be submitted on the authority of the county board on behalf of an eligible applicant. Application authority shall be obtained by specific action of the county board. The board may request evidence of such authority. County boards may delegate their authority to apply for grants to the entity responsible for administration of the county land information office established under s. 59.72(3), Stats. Any such delegation shall be explicit. All applications shall be fully completed and submitted on forms provided by the department before the deadline established by the board. Applications shall be executed under the authority of both the county or delegated authority and the eligible applicant. The department shall give notice of application periods to county land information offices at least 90 days prior to the deadline for submission of applications.

Note: Grant Applications can be obtained by calling or writing the Wisconsin Land Information Program, Department of Administration, P. O. Box 1645, Madison, WI 53701-1645 (telephone 608/267-2707). The application may also be viewed and printed at the following website: <http://www.doa.state.wi.us/olis/>.

Adm 47.06 Evaluation criteria. Grant requests shall be reviewed and evaluated by department staff for board approval. All grant applications shall be evaluated on the applicant's responsiveness to the following requirements:

(1) Applicants shall evidence specific plans for cooperation and partnership with local units of government, located fully or partially within the geographic borders of the county making application, to collect, maintain, integrate and share land information, data and associated metadata.

(2) Projects shall meet or exceed all relevant statutory requirements and standards established by the board under s. 16.967(3)(c) and (e), Stats.

(3) Projects shall be consistent with the countywide plan for land records modernization.

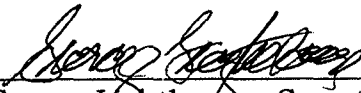
(4) Applicants shall complete and submit an annual land information program survey.

(5) Applicants shall subscribe to and participate in the Wisconsin land information program's internet land information officers technical assistance email list serve.

Adm 47.07 Grant Agreements. Grants are contingent upon the execution of a grant agreement. Failure of a grantee to execute a grant agreement shall result in withdrawal of the offer. The board, the department, and the grantee may negotiate the specific budget items, project goals, and other terms and conditions prior to the board approving the grant. Terms of a grant award shall be administered through the grant agreement.

This rule shall take effect on the first day of the month commencing after the date of publication in the Wisconsin Administrative Register as provided in s. 227.22(2)(intro.), Stats.

Dated: MARCH 22, 2000



George Lightbourn, Secretary
Department of Administration

Fiscal Estimate — 1999 Session

- Original Updated
 Corrected Supplemental

LRB Number	Amendment Number if Applicable
Bill Number	Administrative Rule Number ch. Adm 47

Subject
 Repeal and recreation of WI Land Information Board Grants-in-Aid Program

Fiscal Effect

State: No State Fiscal Effect

Check columns below only if bill makes a direct appropriation or affects a sum sufficient appropriation.

- Increase Existing Appropriation Increase Existing Revenues
 Decrease Existing Appropriation Decrease Existing Revenues
 Create New Appropriation

- Increase Costs — May be possible to absorb within agency's budget.
 Yes No
 Decrease Costs

Local: No Local Government Costs

1. Increase Costs
 Permissive Mandatory
 2. Decrease Costs
 Permissive Mandatory

3. Increase Revenues
 Permissive Mandatory
 4. Decrease Revenues
 Permissive Mandatory

5. Types of Local Governmental Units Affected:

- Towns Villages Cities
 Counties Others
 School Districts WTCS Districts

Fund Sources Affected

- GPR FED PRO PRS SEG SEG-S

Affected Chapter 20 Appropriations

20.505 (1) (j)

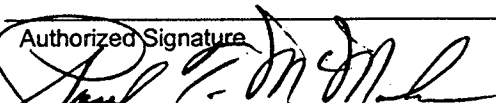
Assumptions Used in Arriving at Fiscal Estimate

The proposed changes streamline the county application process and the land information board's award process. It will result in simplifying cumbersome application and reporting requirements for local government and allow the board to award land record modernization grants more quickly to local government.

The amount of funds available for land record modernization grants to counties will not change.

Long-Range Fiscal Implications

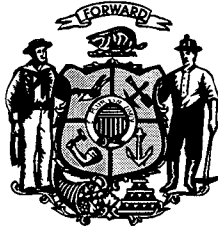
This program will statutorily sunset 9-1-03.

Prepared By: Jeanne Storm	Telephone No. 264-6110	Agency DOA
Authorized Signature 	Telephone No. 6-1359	Date (mm/dd/ccyy) 1-27-00

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
101 East Wilson Street, Madison, Wisconsin

TOMMY G. THOMPSON
GOVERNOR

GEORGE LIGHTBOURN
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March 22, 2000

Mr. Gary Poulson
Revisor of Statutes
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Madison, WI 53703

Douglas LaFollette
Secretary of State
30 W. Mifflin St., 10th Fl.
Madison, WI 53703



TRANSMITTAL OF RULE ADOPTION - Adm 47

RE: Wisconsin Land Information Program - Grants-in-aid to
Local Government


Dear Messrs. Poulson and LaFollette:

Pursuant to s. 227.20, Stats., agencies are required to file a certified copy of every rule adopted by the agency with the Officers of the Secretary of State and the Revisor of Statutes.

Enclosed, please find a rule certificate form, the order of adoption and rule in final draft form, as well as the fiscal estimate.

Pursuant to s. 227.114, Stats., the rule herein is not expected to negatively impact on small businesses.

Respectfully Submitted,


George Lightbourn
Secretary