

Digitization of Payroll Services and Recruitment

FY2024 Request: \$2,200,000

Reference No: AMD 64713

AP/AL: Appropriation

Project Type: Information Technology / Systems / Communication

Category: General Government

Location: Statewide

House District: Statewide (HD 1-40)

Impact House District: Statewide (HD 1-40)

Contact: Hans Zigmund

Estimated Project Dates: 07/01/2023 - 06/30/2028

Contact Phone: (907)465-2240

Brief Summary and Statement of Need:

This funding will be used to digitize the auditing and retention of timecards, and provide tablets for essential payroll employees to process, audit, and retain payroll documents. The project will pay for professional services to leverage the hardware and software procured for payroll digitization in order to digitize the recruitment process.

Funding:	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>FY2029</u>	<u>Total</u>
1004 Gen Fund	\$2,200,000						\$2,200,000
Total:	\$2,200,000	\$0	\$0	\$0	\$0	\$0	\$2,200,000

<input type="checkbox"/> State Match Required	<input type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> Ongoing
0% = Minimum State Match % Required		<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

Operating & Maintenance Costs:

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
One-Time Startup:	0	0
Totals:	0	0

Prior Funding History / Additional Information:

Project Description/Justification:

Payroll Services is currently processing everything manually with printed paper, and auditing is conducted by hand. The division is currently in negotiations with a digitization and contract management firm to identify software capable of digitizing the payroll process to suit the needs of the State of Alaska. This funding will be used to digitize the auditing and retention of timecards, and provide tablets for essential payroll employees to process, audit, and retain payroll documents.

Additionally, the project will pay for professional services to leverage the hardware and software procured for payroll digitization in order to digitize the recruitment process.