

PROGRAM DESCRIPTION

Department: Office of Administration

HB Section(s): 5.180

Program Name: Administrative Program

Program is found in the following core budget(s): Missouri Ethics Commission

1a. What strategic priority does this program address?

Leads and supports Commission services.

1b. What does this program do?

- Sets and directs Commission goals
- Assists and directs customers to the appropriate resource for guidance
- Ensure compliance of Sunshine Law requests for information
- Coordinate Commission meetings and hearings
- Provides information technology support
- Provides resources for state employee benefits, payroll and human resource issues and questions
- Furnishes supplies and equipment to support Commission's work

2a. Provide an activity measure(s) for the program.

The program serves the 24 staff members, 6 Commissioners, and members of the public.

2b. Provide a measure(s) of the program's quality.

A survey was placed on our website and emailed in July 2022 requesting individuals to provide feedback for services provided by the Missouri Ethics Commission. The survey was completed by 132 individuals who may interact with our agency via the website, telephone, e-mail, newsletter, etc. to receive assistance. Of the 132 responses, 120 individuals (90%) are somewhat to strongly satisfied with the assistance, services and tools provided by our agency.

2c. Provide a measure(s) of the program's impact.

The Commission makes transparency and public information a priority in our operations. The Commission's website provides detailed financial information about campaign expenditures and contributions and includes many publications, brochures, and web tutorials explaining Missouri's ethics laws, requirements, and regulations.

2d. Provide a measure(s) of the program's efficiency.

The program measures efficiency in the turn-around time for requests of information and computer downtime. A request for copies of public documents is usually within two days. The electronic filing systems are available 99% of the time for submission of required reports, viewing reports, and printing of submitted reports.

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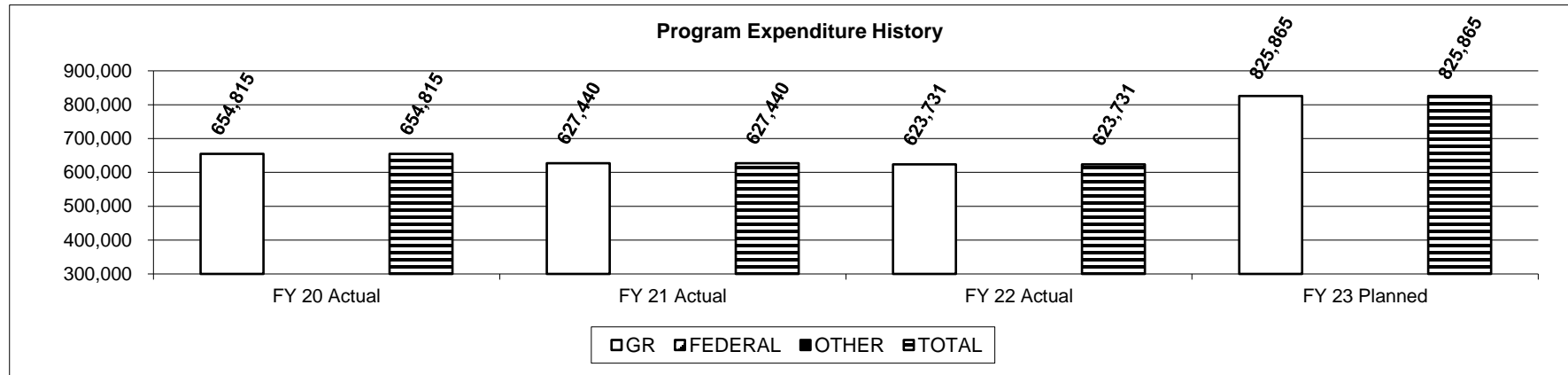
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3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (Note: Amounts do not include fringe benefit costs.)



4. What are the sources of the "Other" funds?

The Missouri Ethics Commission does not receive "other" funds.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 105 RSMo

6. Are there federal matching requirements? If yes, please explain.

No

7. Is this a federally mandated program? If yes, please explain.

No