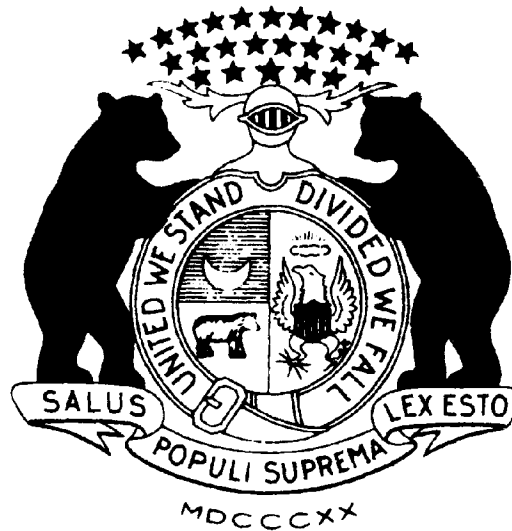


Fiscal Year 2021 Budget Request

Office of the Secretary of State



JOHN R. ASHCROFT
Secretary of State

Includes Governor's Recommendations

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SECRETARY OF STATE'S OFFICE

The major divisions within the Secretary of State's office are: Administrative Rules, Business Services, Elections, Fiscal, HR, and Facilities, Information Technology, Records Services, Securities, and State Library.

The Administrative Rules Division publishes proposed rules and emergency rules in the Missouri Register. An agency may file an emergency rule if the agency finds an immediate danger to the public health, safety or welfare requiring emergency action or if the emergency rule is necessary to preserve a compelling governmental interest that requires an early effective date. The Division also publishes final rules monthly in the Code of State Regulations.

The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code (UCC) and Safe at Home. The Commission unit commissions notaries public and certifies notaries for foreign documents, elected officials and the State Registrar of Vital Records. It also authenticates acts of the Governor and maintains bonds and oaths of office for state officials. The Corporations unit is responsible for registration of Missouri and out-of-state businesses doing business in the state, including for profit and nonprofit corporations and specialized businesses. The UCC unit perfects personal property liens and other creditor interests under the UCC. The division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the Safe at Home address confidentiality program, which helps protect survivors of sexual assault, rape, stalking, human trafficking, domestic violence or other crimes by providing a substitute mailing address to use on new records they create with government agencies and the courts.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election authorities (county clerks or election boards). Missouri has more than four million registered voters, and in the 2018 November general election, 2.44 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the referendum or the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal, HR and Facilities Division provides fiscal, budget, procurement, human resources, facilities management support, and general office services to the Secretary of State's office.

The Information Technology Service Division is responsible for developing, maintaining, and monitoring the information systems within the Secretary of State's office to ensure information is functional, accessible, and secured for use by the Secretary of State's office, other state departments, counties and the general public. The division is also implementing additional cybersecurity measures to maintain and advance overall information security within the Office.

The Records Services Division has three sections: Missouri State Archives, Local Records and Records Management. It is responsible for managing both current and historical records of the state to ensure those records are accessible to Missouri citizens. It is also responsible for assisting local governments in records preservation and management. The Records Services Division, in conjunction with the Missouri State Library, oversees MissouriDigitalHeritage.com, a statewide program to expand historical information accessible on the Internet.

The Securities Division is responsible for protecting Missouri investors from fraud and for ensuring that firms and individuals that sell securities comply with the securities laws in the state. The division enforces the Missouri Securities Act of 2003. The division is organized into three sections: investor education, enforcement, and registration. The Securities Division also oversees the Missouri Investor Protection Center, which creates and promotes investor education initiatives designed to educate and assist both current and future investors.

The Missouri State Library provides library and reference services to Missouri state government, provides library services to the blind and physically disabled, and promotes the development and improvement of library services for citizens throughout the state. The Library Development section supports libraries through consulting, administration of grant programs, continuing education and statewide programs to improve the quality of library service for all Missouri citizens. The Reference Services section delivers library services, including access to research databases, to meet the needs of state government. Wolfner Talking Book and Braille Library serves as the public library for Missourians unable to use standard print because of a visual or physical disability.

Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Office of the Secretary of State July 1, 2016 to January 9, 2017	Audit	06/2017	https://app.auditor.mo.gov/Repository/Press/2017057321581.pdf

NEW DECISION ITEM
RANK: 3 **OF** 10

Department Secretary of State	Budget Unit 23140C
Division All Divisions	
DI Name Pay Plan - FY 2020 Cost to Continue DI# 0000013	HB Section 12.055

1. AMOUNT OF REQUEST

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	114,610	8,125	33,556	156,291
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	114,610	8,125	33,556	156,291

FTE 0.00 0.00 0.00 0.00

Est. Fringe	36,790	2,608	10,771	50,169
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Investor Education & Protection Fund (0829)
 Local Records Preservation Fund (0577)
 Technology Trust Fund (0266)

	FY 2021 Governor's Recommendation			
	GR	Federal	Other	Total
PS	114,610	8,125	33,556	156,291
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	114,610	8,125	33,556	156,291

FTE 0.00 0.00 0.00 0.00

Est. Fringe	36,790	2,608	10,771	50,169
--------------------	--------	-------	--------	--------

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Investor Education & Protection Fund (0829)
 Local Records Preservation Fund (0577)
 Technology Trust Fund (0266)

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input checked="" type="checkbox"/> Pay Plan	<input type="checkbox"/> Other:	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The FY 2020 budget includes appropriation authority for a 3% pay increase for employees beginning January 1, 2020. The remaining six months were unfunded, but the stated intent of the legislature was to provide the funding in FY 2021.

NEW DECISION ITEM
RANK: 3 OF 10

Department	Secretary of State	Budget Unit	23140C
Division	All Divisions		
DI Name	Pay Plan - FY 2020 Cost to Continue	DI# 0000013	HB Section 12.055

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The appropriated amount for the Fiscal Year 2020 pay plan was based on a 3% pay increase for employees beginning January 1, 2020. The Fiscal Year 2021 requested amount is equivalent to the remaining six months in order to provide the core funding necessary for a full fiscal year.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0		
100-Salaries and Wages	114,610		8,125		33,556		156,291	0.0	
Total PS	114,610	0.0	8,125	0.0	33,556	0.0	156,291	0.0	0
Grand Total	114,610	0.0	8,125	0.0	33,556	0.0	156,291	0.0	0

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0		
100-Salaries and Wages	114,610		8,125		33,556		156,291	0.0	
Total PS	114,610	0.0	8,125	0.0	33,556	0.0	156,291	0.0	0
Grand Total	114,610	0.0	8,125	0.0	33,556	0.0	156,291	0.0	0

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan FY20-Cost to Continue - 0000013								
ADMINISTRATIVE ASSISTANT	0	0.00	0	0.00	314	0.00	314	0.00
REGIONAL VOTER ID REP	0	0.00	0	0.00	1,086	0.00	1,086	0.00
EDITOR IN CHIEF	0	0.00	0	0.00	836	0.00	836	0.00
DIRECTOR OF PUBLICATIONS	0	0.00	0	0.00	844	0.00	844	0.00
LOCAL RECORDS DIRECTOR	0	0.00	0	0.00	936	0.00	936	0.00
COMMISSIONER OF SECURITIES	0	0.00	0	0.00	1,487	0.00	1,487	0.00
DIRECTOR OF BUS SERVICES	0	0.00	0	0.00	1,248	0.00	1,248	0.00
RECORDS MANAGEMENT DIRECTOR	0	0.00	0	0.00	859	0.00	859	0.00
LEAD SENIOR OFFICE SUPP ASST	0	0.00	0	0.00	476	0.00	476	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	860	0.00	860	0.00
LEG LIAISON/SPEC ASST TO SOS	0	0.00	0	0.00	562	0.00	562	0.00
CORPORATIONS SPECIALIST III	0	0.00	0	0.00	25,555	0.00	25,555	0.00
EDITOR	0	0.00	0	0.00	537	0.00	537	0.00
DR OF REC SRV AND ST ARCHIVIST	0	0.00	0	0.00	1,380	0.00	1,380	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	0	0.00	895	0.00	895	0.00
RECORDS ANALYST	0	0.00	0	0.00	606	0.00	606	0.00
OUTREACH VOTER ID SPECIALIST	0	0.00	0	0.00	483	0.00	483	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	446	0.00	446	0.00
PUBLICATIONS SPECIALIST	0	0.00	0	0.00	547	0.00	547	0.00
COMPUTER INFO TECH II	0	0.00	0	0.00	646	0.00	646	0.00
COMPUTER INFO TECH III	0	0.00	0	0.00	1,414	0.00	1,414	0.00
ARCHIVIST	0	0.00	0	0.00	12,564	0.00	12,564	0.00
PART-TIME OTHER	0	0.00	0	0.00	879	0.00	879	0.00
RECORDS CENTER SUPERVISOR	0	0.00	0	0.00	650	0.00	650	0.00
OFFICE SUPPORT TECHNICIAN	0	0.00	0	0.00	230	0.00	230	0.00
ADMINISTRATIVE AIDE I	0	0.00	0	0.00	450	0.00	450	0.00
HUMAN RESOURCES MANAGER	0	0.00	0	0.00	748	0.00	748	0.00
GRANT OFFICER	0	0.00	0	0.00	666	0.00	666	0.00
COMPLIANCE EXAMINER	0	0.00	0	0.00	1,894	0.00	1,894	0.00
LIBRARIAN II	0	0.00	0	0.00	2,462	0.00	2,462	0.00
INVESTIGATOR IV	0	0.00	0	0.00	631	0.00	631	0.00
STATE LIBRARIAN	0	0.00	0	0.00	1,212	0.00	1,212	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan FY20-Cost to Continue - 0000013								
READER ADVISOR	0	0.00	0	0.00	3,209	0.00	3,209	0.00
SENIOR REFERENCE ARCHIVIST	0	0.00	0	0.00	652	0.00	652	0.00
CLERK I	0	0.00	0	0.00	2,096	0.00	2,096	0.00
CIRCULATION PROCESSING ASST	0	0.00	0	0.00	2,589	0.00	2,589	0.00
PT OTHER-RESEARCH ANALYST I	0	0.00	0	0.00	203	0.00	203	0.00
CONSERVATOR	0	0.00	0	0.00	1,796	0.00	1,796	0.00
LEAD CONSERVATOR	0	0.00	0	0.00	702	0.00	702	0.00
SECURITIES REG SPECIALIST	0	0.00	0	0.00	1,065	0.00	1,065	0.00
INVESTOR ED SPECIALIST	0	0.00	0	0.00	585	0.00	585	0.00
INVESTIGATOR I	0	0.00	0	0.00	1,157	0.00	1,157	0.00
INVESTIGATOR II	0	0.00	0	0.00	1,881	0.00	1,881	0.00
SECURITIES COUNSEL	0	0.00	0	0.00	930	0.00	930	0.00
LIBRARIAN	0	0.00	0	0.00	585	0.00	585	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	3,749	0.00	3,749	0.00
DIRECTOR LIBRARY DEV	0	0.00	0	0.00	949	0.00	949	0.00
LIBRARY CONSULTANT	0	0.00	0	0.00	3,320	0.00	3,320	0.00
DIRECTOR REF SERVICES	0	0.00	0	0.00	825	0.00	825	0.00
TECHNOLOGY SUPERVISOR	0	0.00	0	0.00	664	0.00	664	0.00
ADMINISTRATIVE AIDE III	0	0.00	0	0.00	1,406	0.00	1,406	0.00
PUBLIC SERVICES MANAGER	0	0.00	0	0.00	715	0.00	715	0.00
DIRECTOR-WOLFNER LIBRARY	0	0.00	0	0.00	850	0.00	850	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	722	0.00	722	0.00
COMP INFO TECH IV	0	0.00	0	0.00	1,573	0.00	1,573	0.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	1,293	0.00	1,293	0.00
SUPERVISOR III	0	0.00	0	0.00	550	0.00	550	0.00
TECH I	0	0.00	0	0.00	446	0.00	446	0.00
TECH II	0	0.00	0	0.00	7,919	0.00	7,919	0.00
TECH III	0	0.00	0	0.00	923	0.00	923	0.00
MANAGING EDITOR	0	0.00	0	0.00	620	0.00	620	0.00
ACCOUNTANT I	0	0.00	0	0.00	510	0.00	510	0.00
ASSOCIATE EDITOR	0	0.00	0	0.00	531	0.00	531	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	1,387	0.00	1,387	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan FY20-Cost to Continue - 0000013								
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	1,835	0.00	1,835	0.00
RESEARCH ANALYST I	0	0.00	0	0.00	3,236	0.00	3,236	0.00
SECURITIES OFFICE MANAGER	0	0.00	0	0.00	806	0.00	806	0.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	616	0.00	616	0.00
RECEPTIONIST II	0	0.00	0	0.00	545	0.00	545	0.00
GRAPHIC ARTS SPECIALIST I	0	0.00	0	0.00	1,085	0.00	1,085	0.00
DIRECTOR OF INV PRO & ED	0	0.00	0	0.00	1,589	0.00	1,589	0.00
DIRECTOR OF ENFORCEMENT	0	0.00	0	0.00	2,137	0.00	2,137	0.00
DEP DIR OF BUSINESS SERVICES	0	0.00	0	0.00	919	0.00	919	0.00
PRINC ASST FOR BOARDS & COMMS	0	0.00	0	0.00	606	0.00	606	0.00
SECURITIES SPECIALIST	0	0.00	0	0.00	488	0.00	488	0.00
CHIEF COUNSEL	0	0.00	0	0.00	1,001	0.00	1,001	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	0	0.00	0	0.00	762	0.00	762	0.00
HISTORICAL EDUCATOR	0	0.00	0	0.00	585	0.00	585	0.00
SUPERVISING ARCHIVIST	0	0.00	0	0.00	643	0.00	643	0.00
ELECTIONS SPECIALIST	0	0.00	0	0.00	2,324	0.00	2,324	0.00
MCVR ADMINISTRATOR	0	0.00	0	0.00	696	0.00	696	0.00
COMPUTER INFO TECH MANAGER I	0	0.00	0	0.00	911	0.00	911	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	692	0.00	692	0.00
PROGRAM MANAGER	0	0.00	0	0.00	825	0.00	825	0.00
IMAGING SERVICES MANAGER	0	0.00	0	0.00	652	0.00	652	0.00
ACCOUNTING ANALYST II	0	0.00	0	0.00	1,317	0.00	1,317	0.00
PROGRAM SPECIALIST	0	0.00	0	0.00	469	0.00	469	0.00
PARALEGAL	0	0.00	0	0.00	593	0.00	593	0.00
SECURITIES ENFORCEMENT COUNSEL	0	0.00	0	0.00	2,429	0.00	2,429	0.00
ELECTIONS SUPPORT ASSISTANT	0	0.00	0	0.00	532	0.00	532	0.00
SENIOR COMPLIANCE EXAMINER	0	0.00	0	0.00	675	0.00	675	0.00
MANAGER OF VULNERABLE CITIZENS	0	0.00	0	0.00	785	0.00	785	0.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	1,015	0.00	1,015	0.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	619	0.00	619	0.00
DIR OF FISCAL/HR/FACILITIES	0	0.00	0	0.00	1,212	0.00	1,212	0.00
COMMUNICATIONS ASST	0	0.00	0	0.00	515	0.00	515	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan FY20-Cost to Continue - 0000013								
COMMUNICATIONS SPECIALIST II	0	0.00	0	0.00	540	0.00	540	0.00
DIR OF PUB AFFAIRS & STRAT COMM	0	0.00	0	0.00	1,107	0.00	1,107	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	0	0.00	0	0.00	619	0.00	619	0.00
PERSONNEL ANALYST II	0	0.00	0	0.00	631	0.00	631	0.00
DIRECTOR OF ELECTIONS	0	0.00	0	0.00	950	0.00	950	0.00
DIRECTOR OF ELECTIONS/COUNSEL	0	0.00	0	0.00	949	0.00	949	0.00
DEPUTY GEN ELECTIONS/COUNSEL	0	0.00	0	0.00	1,151	0.00	1,151	0.00
PROCUREMENT OFFICER II	0	0.00	0	0.00	617	0.00	617	0.00
LEGISLATIVE LIAISON	0	0.00	0	0.00	581	0.00	581	0.00
GENERAL COUNSEL	0	0.00	0	0.00	1,470	0.00	1,470	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	0	0.00	0	0.00	1,553	0.00	1,553	0.00
DEPUTY CHIEF OF STAFF	0	0.00	0	0.00	2,204	0.00	2,204	0.00
TOTAL - PS	0	0.00	0	0.00	156,291	0.00	156,291	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$156,291	0.00	\$156,291	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$114,610	0.00	\$114,610	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$8,125	0.00	\$8,125	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$33,556	0.00	\$33,556	0.00

NEW DECISION ITEM
RANK: 2 OF 10

Department Secretary of State	Budget Unit 23140C
Division All Divisions	
DI Name FY 21 Pay Plan	DI# 0000012
	HB Section 12.055

1. AMOUNT OF REQUEST

FY 2021 Budget Request				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total
PS	78,701	5,580	21,689	105,970
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	78,701	5,580	21,689	105,970
FTE	0.00	0.00	0.00	0.00

Est. Fringe	25,263	1,791	6,962	34,016
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input checked="" type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The Governor's Fiscal Year 2021 budget includes appropriation authority for a 2% pay raise for state employees beginning January 1, 2021.

NEW DECISION ITEM
RANK: 2 OF 10

Department	Secretary of State	Budget Unit	23140C
Division	All Divisions		
DI Name	FY 21 Pay Plan	DI# 0000012	HB Section 12.055

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The appropriated amount for the Fiscal Year 2021 pay plan was based on personal service appropriations.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
100-Salaries and Wages							0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
100-Salaries and Wages	78,701		5,580		21,689		105,970	0.0	
Total PS	78,701	0.0	5,580	0.0	21,689	0.0	105,970	0.0	0
Grand Total	78,701	0.0	5,580	0.0	21,689	0.0	105,970	0.0	0

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan - 0000012								
ADMINISTRATIVE ASSISTANT	0	0.00	0	0.00	0	0.00	214	0.00
REGIONAL VOTER ID REP	0	0.00	0	0.00	0	0.00	771	0.00
EDITOR IN CHIEF	0	0.00	0	0.00	0	0.00	567	0.00
DIRECTOR OF PUBLICATIONS	0	0.00	0	0.00	0	0.00	574	0.00
LOCAL RECORDS DIRECTOR	0	0.00	0	0.00	0	0.00	639	0.00
COMMISSIONER OF SECURITIES	0	0.00	0	0.00	0	0.00	1,021	0.00
DIRECTOR OF BUS SERVICES	0	0.00	0	0.00	0	0.00	853	0.00
RECORDS MANAGEMENT DIRECTOR	0	0.00	0	0.00	0	0.00	544	0.00
LEAD SENIOR OFFICE SUPP ASST	0	0.00	0	0.00	0	0.00	327	0.00
SENIOR SPECIALIST	0	0.00	0	0.00	0	0.00	429	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	0	0.00	591	0.00
LEG LIAISON/SPEC ASST TO SOS	0	0.00	0	0.00	0	0.00	447	0.00
CORPORATIONS SPECIALIST I	0	0.00	0	0.00	0	0.00	1,669	0.00
CORPORATIONS SPECIALIST II	0	0.00	0	0.00	0	0.00	1,044	0.00
CORPORATIONS SPECIALIST III	0	0.00	0	0.00	0	0.00	5,442	0.00
CORPORATIONS SPECIALIST IV	0	0.00	0	0.00	0	0.00	690	0.00
CASH SPECIALIST II	0	0.00	0	0.00	0	0.00	584	0.00
CASH SPECIALIST III	0	0.00	0	0.00	0	0.00	328	0.00
CASH SPECIALIST IV	0	0.00	0	0.00	0	0.00	1,068	0.00
COMMISSIONS SPECIALIST I	0	0.00	0	0.00	0	0.00	278	0.00
COMMISSIONS SPECIALIST II	0	0.00	0	0.00	0	0.00	584	0.00
COMMISSIONS SPECIALIST III	0	0.00	0	0.00	0	0.00	328	0.00
EDITOR	0	0.00	0	0.00	0	0.00	367	0.00
DR OF REC SRV AND ST ARCHIVIST	0	0.00	0	0.00	0	0.00	948	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	0	0.00	0	0.00	614	0.00
CORPORATIONS SUPERVISOR IV	0	0.00	0	0.00	0	0.00	828	0.00
RECORDS ANALYST	0	0.00	0	0.00	0	0.00	818	0.00
OUTREACH VOTER ID SPECIALIST	0	0.00	0	0.00	0	0.00	311	0.00
COMMISSIONS SUPERVISOR IV	0	0.00	0	0.00	0	0.00	414	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	306	0.00
REVENUE MANAGER	0	0.00	0	0.00	0	0.00	488	0.00
PUBLICATIONS SPECIALIST	0	0.00	0	0.00	0	0.00	373	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan - 0000012								
COMPUTER INFO TECH II	0	0.00	0	0.00	0	0.00	704	0.00
COMPUTER INFO TECH III	0	0.00	0	0.00	0	0.00	917	0.00
ARCHIVIST	0	0.00	0	0.00	0	0.00	9,028	0.00
ARCHIVES TECHNICIAN	0	0.00	0	0.00	0	0.00	1,146	0.00
PART-TIME OTHER	0	0.00	0	0.00	0	0.00	599	0.00
RECORDS CENTER SUPERVISOR	0	0.00	0	0.00	0	0.00	446	0.00
OFFICE SUPPORT TECHNICIAN	0	0.00	0	0.00	0	0.00	131	0.00
ADMINISTRATIVE AIDE I	0	0.00	0	0.00	0	0.00	279	0.00
HUMAN RESOURCES MANAGER	0	0.00	0	0.00	0	0.00	542	0.00
DIRECTOR-FIELD OPERATIONS	0	0.00	0	0.00	0	0.00	1,585	0.00
GRANT OFFICER	0	0.00	0	0.00	0	0.00	473	0.00
COMPLIANCE EXAMINER	0	0.00	0	0.00	0	0.00	1,179	0.00
LIBRARIAN II	0	0.00	0	0.00	0	0.00	1,753	0.00
INVESTIGATOR IV	0	0.00	0	0.00	0	0.00	464	0.00
STATE LIBRARIAN	0	0.00	0	0.00	0	0.00	884	0.00
READER ADVISOR	0	0.00	0	0.00	0	0.00	2,609	0.00
SENIOR REFERENCE ARCHIVIST	0	0.00	0	0.00	0	0.00	448	0.00
CLERK I	0	0.00	0	0.00	0	0.00	1,063	0.00
CIRCULATION PROCESSING ASST	0	0.00	0	0.00	0	0.00	1,641	0.00
PT OTHER-RESEARCH ANALYST I	0	0.00	0	0.00	0	0.00	140	0.00
CONSERVATOR	0	0.00	0	0.00	0	0.00	1,344	0.00
LEAD CONSERVATOR	0	0.00	0	0.00	0	0.00	416	0.00
SECURITIES REG SPECIALIST	0	0.00	0	0.00	0	0.00	735	0.00
INVESTOR ED SPECIALIST	0	0.00	0	0.00	0	0.00	788	0.00
INVESTIGATOR I	0	0.00	0	0.00	0	0.00	787	0.00
INVESTIGATOR II	0	0.00	0	0.00	0	0.00	1,232	0.00
SECURITIES COUNSEL	0	0.00	0	0.00	0	0.00	595	0.00
LIBRARIAN	0	0.00	0	0.00	0	0.00	402	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	3,089	0.00
DIRECTOR LIBRARY DEV	0	0.00	0	0.00	0	0.00	652	0.00
LIBRARY CONSULTANT	0	0.00	0	0.00	0	0.00	2,279	0.00
DIRECTOR REF SERVICES	0	0.00	0	0.00	0	0.00	566	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan - 0000012								
TECHNOLOGY SUPERVISOR	0	0.00	0	0.00	0	0.00	456	0.00
ADMINISTRATIVE AIDE III	0	0.00	0	0.00	0	0.00	1,311	0.00
PUBLIC SERVICES MANAGER	0	0.00	0	0.00	0	0.00	491	0.00
DIRECTOR-WOLFNER LIBRARY	0	0.00	0	0.00	0	0.00	670	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	0	0.00	443	0.00
COMP INFO TECH IV	0	0.00	0	0.00	0	0.00	1,181	0.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	0	0.00	929	0.00
STRATEGIC PROJECT MANAGER	0	0.00	0	0.00	0	0.00	546	0.00
SUPERVISOR III	0	0.00	0	0.00	0	0.00	388	0.00
TECH I	0	0.00	0	0.00	0	0.00	279	0.00
TECH II	0	0.00	0	0.00	0	0.00	5,015	0.00
TECH III	0	0.00	0	0.00	0	0.00	649	0.00
MANAGING EDITOR	0	0.00	0	0.00	0	0.00	389	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	350	0.00
ASSOCIATE EDITOR	0	0.00	0	0.00	0	0.00	356	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	0	0.00	639	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	1,394	0.00
RESEARCH ANALYST I	0	0.00	0	0.00	0	0.00	1,356	0.00
SECURITIES OFFICE MANAGER	0	0.00	0	0.00	0	0.00	545	0.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	0	0.00	423	0.00
RECEPTIONIST II	0	0.00	0	0.00	0	0.00	374	0.00
GRAPHIC ARTS SPECIALIST I	0	0.00	0	0.00	0	0.00	708	0.00
DIRECTOR OF INV PRO & ED	0	0.00	0	0.00	0	0.00	513	0.00
DIRECTOR OF ENFORCEMENT	0	0.00	0	0.00	0	0.00	780	0.00
DEP DIR OF BUSINESS SERVICES	0	0.00	0	0.00	0	0.00	625	0.00
PRINC ASST FOR BOARDS & COMMS	0	0.00	0	0.00	0	0.00	416	0.00
SECURITIES SPECIALIST	0	0.00	0	0.00	0	0.00	337	0.00
CHIEF COUNSEL	0	0.00	0	0.00	0	0.00	780	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	0	0.00	0	0.00	0	0.00	523	0.00
HISTORICAL EDUCATOR	0	0.00	0	0.00	0	0.00	402	0.00
SUPERVISING ARCHIVIST	0	0.00	0	0.00	0	0.00	442	0.00
ELECTIONS SPECIALIST	0	0.00	0	0.00	0	0.00	1,555	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan - 0000012								
MCVR ADMINISTRATOR	0	0.00	0	0.00	0	0.00	478	0.00
COMPUTER INFO TECH MANAGER I	0	0.00	0	0.00	0	0.00	625	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	0	0.00	485	0.00
PROGRAM MANAGER	0	0.00	0	0.00	0	0.00	566	0.00
IMAGING SERVICES MANAGER	0	0.00	0	0.00	0	0.00	448	0.00
ACCOUNTING ANALYST II	0	0.00	0	0.00	0	0.00	904	0.00
PROGRAM SPECIALIST	0	0.00	0	0.00	0	0.00	322	0.00
PARALEGAL	0	0.00	0	0.00	0	0.00	403	0.00
SECURITIES ENFORCEMENT COUNSEL	0	0.00	0	0.00	0	0.00	1,123	0.00
ELECTIONS SUPPORT ASSISTANT	0	0.00	0	0.00	0	0.00	366	0.00
SENIOR COMPLIANCE EXAMINER	0	0.00	0	0.00	0	0.00	465	0.00
MANAGER OF VULNERABLE CITIZENS	0	0.00	0	0.00	0	0.00	539	0.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	0	0.00	691	0.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	0	0.00	425	0.00
DIR OF FISCAL/HR/FACILITIES	0	0.00	0	0.00	0	0.00	884	0.00
COMMUNICATIONS ASST	0	0.00	0	0.00	0	0.00	357	0.00
COMMUNICATIONS SPECIALIST II	0	0.00	0	0.00	0	0.00	412	0.00
DIR OF PUB AFFAIRS & STRAT COMM	0	0.00	0	0.00	0	0.00	832	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	0	0.00	0	0.00	0	0.00	416	0.00
PERSONNEL ANALYST II	0	0.00	0	0.00	0	0.00	440	0.00
DIRECTOR OF ELECTIONS	0	0.00	0	0.00	0	0.00	670	0.00
DIRECTOR OF ELECTIONS/COUNSEL	0	0.00	0	0.00	0	0.00	670	0.00
DEPUTY GEN ELECTIONS/COUNSEL	0	0.00	0	0.00	0	0.00	852	0.00
PROCUREMENT OFFICER II	0	0.00	0	0.00	0	0.00	453	0.00
LEGISLATIVE LIAISON	0	0.00	0	0.00	0	0.00	399	0.00
GENERAL COUNSEL	0	0.00	0	0.00	0	0.00	1,034	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	0	0.00	0	0.00	0	0.00	1,082	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
Pay Plan - 0000012								
DEPUTY CHIEF OF STAFF	0	0.00	0	0.00	0	0.00	989	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	105,970	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$105,970	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$78,701	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$5,580	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$21,689	0.00

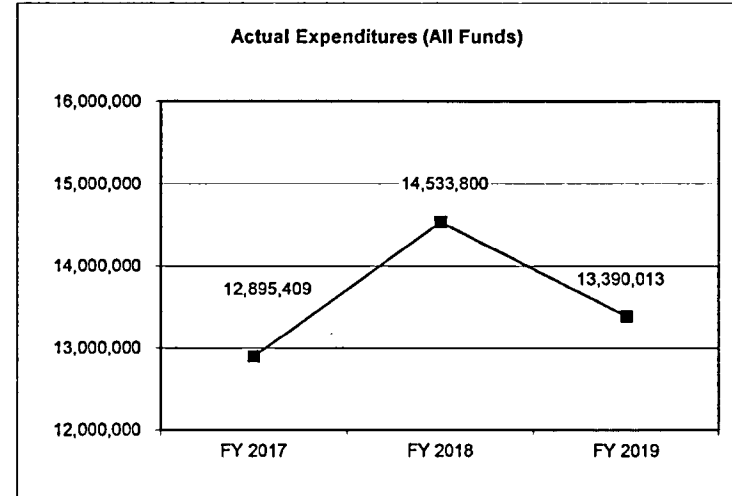
CORE DECISION ITEM									
Department	Secretary of State				Budget Unit	23140C and 23144C			
Division	All Divisions - See Program Descriptions								
Core	Operating Core				HB Section	12.055 and 12.056			
1. CORE FINANCIAL SUMMARY									
	FY 2021 Budget Request					FY 2021 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	7,862,994	549,864	2,135,294	10,548,152	PS	7,862,994	549,864	2,135,294	10,548,152
EE	1,580,225	152,574	4,059,113	5,791,912	EE	1,580,225	152,574	4,059,113	5,791,912
PSD	45,001	0	0	45,001	PSD	45,001	0	0	45,001
TRF	0	0	0	0	TRF	0	0	0	0
Total	9,488,220	702,438	6,194,407	16,385,065	Total	9,488,220	702,438	6,194,407	16,385,065
FTE	205.76	12.80	48.74	267.30	FTE	0.00	0.00	0.00	0.00
Est. Fringe	4,990,899	328,977	1,265,333	6,585,210	Est. Fringe	2,395,854	167,544	650,624	3,214,022
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds:	Technology Trust Fund (0266) - 28.160 RSMo Local Records (0577) - 59.319 RSMo Investor Education & Protection (0829) - 409.006.601 RSMo Wolfner Library Trust Fund (0928) -181.150 RSMo				Other Funds:	Technology Trust Fund (0266) - 28.160 RSMo Local Records (0577) - 59.319 RSMo Investor Education & Protection (0829) - 409.006.601 RSMo Wolfner Library Trust Fund (0928) -181.150 RSMo			
2. CORE DESCRIPTION									
This core represents all operating expenses for the Secretary of State of the of nine separate divisions: Administrative Services, Executive Services, Elections, Record Services, Administrative Rules, Securities, Business Services, Information Technology Services, and Library Services.									
3. PROGRAM LISTING (list programs included in this core funding)									
Administrative Services - Fiscal, Central Services, Human Resources, and Publications									
Executive Services - Executive, Legal Staff, and Communications									
Elections									
Record Services - Archives, Records Management, and Local Records									
Administrative Rules									
Securities									
Business Services									
Information Technology Services									
Library Services - Administration, Library Reference, Library Development, and Wolfner									

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23140C and 23144C
Division	All Divisions - See Program Descriptions		
Core	Operating Core	HB Section	12.055 and 12.056

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	15,649,502	19,399,502	16,798,719	16,862,314
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,649,502	19,399,502	16,798,719	N/A
Actual Expenditures (All Funds)	12,895,409	14,533,800	13,390,013	N/A
Unexpended (All Funds)	2,754,093	4,865,702	3,408,706	N/A
Unexpended, by Fund:				
General Revenue	189,492	30,183	29,600	N/A
Federal	409,456	1,942,927	319,670	N/A
Other	2,155,145	2,892,592	3,059,436	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

FY17 to FY18 appropriation was increased by \$3,750,000. \$1,500,000 GR was received for voter ID, an additional \$1,500,000 in federal appropriation was appropriated; however, it was not requested by the agency and was unfunded, and \$750,000 was requested to restore the Tech Fund E & E to FY15 level.

FY18 to FY19 appropriation was decreased by \$2,600,783. \$1,500,000 in federal appropriation was removed, GR voter ID was decreased to \$250,000 from \$1,500,000, Wolfner Trust Fund was increased by \$54,500 for a one-time decision item and the pay plan increased by \$94,717.

FY19 to FY20 appropriation was increased by \$61,346. Wolfner Trust Fund was decreased by \$54,500, 2 FTE were eliminated by \$135,162, and the pay plan increased by \$251,008.

The FY21 request includes a core reduction request of \$477,249. A decrease of \$965 for mileage increase received in FY20, a decrease of \$75,214 (\$214 is for mileage increase received in FY20) in Federal E & E and a decrease of \$401,070 (\$1,070 is for mileage increase received in FY20) in Other E & E.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
SECRETARY OF STATE

5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES										
				PS	267.30	7,862,994	549,864	2,135,294	10,548,152	
				EE	0.00	1,580,225	227,574	4,459,113	6,266,912	
				PD	0.00	45,001	0	0	45,001	
				Total	267.30	9,488,220	777,438	6,594,407	16,860,065	
DEPARTMENT CORE ADJUSTMENTS										
Core Reduction	436	4194	EE	0.00	0	(75,000)	0	(75,000)		To align to better reflect for planned expenditures
Core Reduction	436	5533	EE	0.00	0	0	(400,000)	(400,000)		To align to better reflect for planned expenditures
Core Reallocation	345	0073	PS	(0.00)	0	0	0	(0)		To align to better reflect for planned expenditures
NET DEPARTMENT CHANGES					(0.00)	0	(75,000)	(400,000)	(475,000)	
DEPARTMENT CORE REQUEST										
				PS	267.30	7,862,994	549,864	2,135,294	10,548,152	
				EE	0.00	1,580,225	152,574	4,059,113	5,791,912	
				PD	0.00	45,001	0	0	45,001	
				Total	267.30	9,488,220	702,438	6,194,407	16,385,065	
GOVERNOR'S RECOMMENDED CORE										
				PS	267.30	7,862,994	549,864	2,135,294	10,548,152	
				EE	0.00	1,580,225	152,574	4,059,113	5,791,912	
				PD	0.00	45,001	0	0	45,001	
				Total	267.30	9,488,220	702,438	6,194,407	16,385,065	

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
MILEAGE REIMBURSEMENT**

5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES				EE	0.00	965	214	1,070	2,249	
				Total	0.00	965	214	1,070	2,249	
DEPARTMENT CORE ADJUSTMENTS										
Core Reduction	673	5775	EE	0.00	0	(214)	0	(214)		
Core Reduction	673	5776	EE	0.00	0	0	(1,070)	(1,070)		
Core Reduction	673	5755	EE	0.00	(965)	0	0	(965)		
NET DEPARTMENT CHANGES					0.00	(965)	(214)	(1,070)	(2,249)	
DEPARTMENT CORE REQUEST				EE	0.00	0	0	0	0	
				Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE				EE	0.00	0	0	0	0	
				Total	0.00	0	0	0	0	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
SECRETARY OF STATE									
CORE									
PERSONAL SERVICES									
GENERAL REVENUE	7,667,115	190.52	7,862,994	205.76	7,862,994	205.76	7,862,994	205.76	
ELECTION ADMIN IMPROVEMENT	175,610	3.44	287,157	6.00	287,157	6.00	287,157	6.00	
SEC OF STATE-FEDERAL FUNDS	207,972	6.31	262,707	6.80	262,707	6.80	262,707	6.80	
SEC OF ST TECHNOLOGY TRUST	236,822	4.28	387,342	8.00	387,342	8.00	387,342	8.00	
LOCAL RECORDS PRESERVATION	390,020	8.79	1,063,480	25.24	1,063,480	25.24	1,063,480	25.24	
INVESTOR EDUC & PROTECTION	245,818	4.49	684,472	15.50	684,472	15.50	684,472	15.50	
TOTAL - PS	8,923,357	217.83	10,548,152	267.30	10,548,152	267.30	10,548,152	267.30	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	1,561,000	0.00	1,580,225	0.00	1,580,225	0.00	1,580,225	0.00	
SEC OF STATE-FEDERAL FUNDS	61,581	0.00	227,574	0.00	152,574	0.00	152,574	0.00	
SEC OF ST TECHNOLOGY TRUST	2,569,517	0.00	3,161,180	0.00	3,161,180	0.00	3,161,180	0.00	
LOCAL RECORDS PRESERVATION	61,255	0.00	319,969	0.00	319,969	0.00	319,969	0.00	
INVESTOR EDUC & PROTECTION	86,898	0.00	947,964	0.00	547,964	0.00	547,964	0.00	
SEC OF ST-WOLFNER LIBRARY	82,946	0.00	30,000	0.00	30,000	0.00	30,000	0.00	
TOTAL - EE	4,423,197	0.00	6,266,912	0.00	5,791,912	0.00	5,791,912	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	43,459	0.00	45,001	0.00	45,001	0.00	45,001	0.00	
TOTAL - PD	43,459	0.00	45,001	0.00	45,001	0.00	45,001	0.00	
TOTAL	13,390,013	217.83	16,860,065	267.30	16,385,065	267.30	16,385,065	267.30	
Pay Plan - 0000012									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	78,701	0.00	
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	0	0.00	2,915	0.00	
SEC OF STATE-FEDERAL FUNDS	0	0.00	0	0.00	0	0.00	2,665	0.00	
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	0	0.00	3,931	0.00	
LOCAL RECORDS PRESERVATION	0	0.00	0	0.00	0	0.00	10,793	0.00	
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	0	0.00	6,965	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	105,970	0.00	
TOTAL	0	0.00	0	0.00	0	0.00	105,970	0.00	

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DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
SECRETARY OF STATE									
Pay Plan FY20-Cost to Continue - 0000013									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	114,610	0.00	114,610	0.00	0.00
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	4,244	0.00	4,244	0.00	0.00
SEC OF STATE-FEDERAL FUNDS	0	0.00	0	0.00	3,881	0.00	3,881	0.00	0.00
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	5,725	0.00	5,725	0.00	0.00
LOCAL RECORDS PRESERVATION	0	0.00	0	0.00	15,717	0.00	15,717	0.00	0.00
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	12,114	0.00	12,114	0.00	0.00
TOTAL - PS	0	0.00	0	0.00	156,291	0.00	156,291	0.00	0.00
TOTAL	0	0.00	0	0.00	156,291	0.00	156,291	0.00	0.00
GRAND TOTAL	\$13,390,013	217.83	\$16,860,065	267.30	\$16,541,356	267.30	\$16,647,326	267.30	267.30

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DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
MILEAGE REIMBURSEMENT									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	965	0.00	0	0.00	0	0.00	0.00
SECRETARY OF STATE RECORDS-FED	0	0.00	214	0.00	0	0.00	0	0.00	0.00
LOCAL RECORDS PRESERVATION	0	0.00	1,070	0.00	0	0.00	0	0.00	0.00
TOTAL - EE	0	0.00	2,249	0.00	0	0.00	0	0.00	0.00
TOTAL	0	0.00	2,249	0.00	0	0.00	0	0.00	0.00
GRAND TOTAL	\$0	0.00	\$2,249	0.00	\$0	0.00	\$0	0.00	0.00

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FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C				DEPARTMENT: Secretary of State	
BUDGET UNIT NAME: Operating Core				DIVISION: All Divisions	
1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.					
100%	Fund	0101	0073	Personal Service	\$ 7,862,994
100%	Fund	0101	0077	Expense and Equipment	1,625,226
100%	Fund	0157	4490	Personal Service	287,157
100%	Fund	0195	4193	Personal Service	262,707
100%	Fund	0195	4194	Expense and Equipment	152,574
100%	Fund	0266	2221	Personal Service	387,342
100%	Fund	0266	2222	Expense and Equipment	3,161,180
100%	Fund	0577	9491	Personal Service	1,063,480
100%	Fund	0577	9492	Expense and Equipment	319,969
100%	Fund	0829	5532	Personal Service	684,472
100%	Fund	0829	5533	Expense and Equipment	547,964
100%	Fund	0928	4195	Expense and Equipment	30,000
Total					\$16,385,065
DEPARTMENT REQUEST					
Section	PS or EE	Core	% Flex Requested	Flex Request Amount	
HB 12.055	PS	\$10,548,152	100%	\$10,548,152	
HB 12.055	E & E	\$5,836,913	100%	\$5,836,913	
Total					\$16,385,065

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C	DEPARTMENT: Secretary of State
BUDGET UNIT NAME: Operating Core	DIVISION: All Divisions

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	No utilization planned at this time.

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
The flexibility option for the operating core was not used in Fiscal Year 2019.	Unknown at this time

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	107,746	1.00
ADMINISTRATIVE ASSISTANT	20,495	0.75	21,241	0.75	21,094	0.75	21,094	0.75
REGIONAL VOTER ID REP	0	0.00	73,472	2.00	76,062	2.00	76,062	2.00
EDITOR IN CHIEF	54,685	1.00	56,564	1.00	55,884	1.00	55,884	1.00
DIRECTOR OF PUBLICATIONS	55,381	1.00	57,084	1.00	56,593	1.00	56,593	1.00
LOCAL RECORDS DIRECTOR	61,645	1.00	63,331	1.00	62,953	1.00	62,953	1.00
COMMISSIONER OF SECURITIES	98,575	1.00	100,593	1.00	100,593	1.00	100,593	1.00
DIRECTOR OF BUS SERVICES	82,379	1.00	84,454	1.00	84,061	1.00	84,061	1.00
RECORDS MANAGEMENT DIRECTOR	52,440	1.00	58,100	1.00	53,551	1.00	53,551	1.00
LEAD SENIOR OFFICE SUPP ASST	31,357	1.00	32,208	1.00	32,208	1.00	32,208	1.00
SENIOR SPECIALIST	15,606	0.38	0	0.00	42,865	1.00	42,865	1.00
EXECUTIVE SECRETARY	56,977	1.00	58,212	1.00	58,212	1.00	58,212	1.00
SPECIAL ASST TO THE SECRETARY	18,704	0.54	38,032	1.00	0	0.00	0	0.00
LEG LIAISON/SPEC ASST TO SOS	16,286	0.38	0	0.00	44,169	1.00	44,169	1.00
CORPORATIONS SPECIALIST I	26,625	0.99	0	0.00	166,860	6.00	166,860	6.00
CORPORATIONS SPECIALIST II	25,626	0.90	0	0.00	104,392	3.50	104,392	3.50
CORPORATIONS SPECIALIST III	168,143	5.23	0	0.00	518,642	30.26	518,642	30.26
CORPORATIONS SPECIALIST IV	25,121	0.75	0	0.00	69,000	2.00	69,000	2.00
CASH SPECIALIST II	21,249	0.75	0	0.00	58,364	2.00	58,364	2.00
CASH SPECIALIST III	11,952	0.38	0	0.00	32,828	1.00	32,828	1.00
CASH SPECIALIST IV	38,878	1.13	0	0.00	106,785	3.00	106,785	3.00
COMMISSIONS SPECIALIST I	0	0.00	0	0.00	27,810	1.00	27,810	1.00
COMMISSIONS SPECIALIST II	31,874	1.13	0	0.00	58,364	2.00	58,364	2.00
COMMISSIONS SPECIALIST III	11,952	0.38	0	0.00	32,829	1.00	32,829	1.00
CORPORATIONS TECHNICIAN	10,593	0.38	0	0.00	0	0.00	0	0.00
EDITOR	35,260	1.00	36,363	1.00	36,172	1.00	36,172	1.00
DR OF REC SRV AND ST ARCHIVIST	91,547	1.00	93,420	1.00	93,420	1.00	93,420	1.00
ASSISTANT STATE ARCHIVIST	59,220	1.00	60,500	1.00	60,500	1.00	60,500	1.00
CORPORATIONS SUPERVISOR IV	31,239	0.75	0	0.00	82,837	2.00	82,837	2.00
RECORDS ANALYST	67,138	1.71	41,013	1.00	81,205	2.00	81,205	2.00
VOTER ID REP/OFFICE OUTREACH	730	0.02	0	0.00	0	0.00	0	0.00
OUTREACH VOTER ID SPECIALIST	0	0.00	32,683	1.00	30,592	1.00	30,592	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
DIRECTOR OF INFORMATION TECH	84,739	1.00	87,514	1.00	0	0.00	0	0.00
COMMISSIONS SUPERVISOR IV	15,080	0.38	0	0.00	41,419	1.00	41,419	1.00
OFFICE SUPPORT ASST (KEYBRD)	16,522	0.63	27,446	1.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	29,341	1.00	30,162	1.00	30,162	1.00	30,162	1.00
CASH SUPERVISOR IV	15,080	0.38	0	0.00	0	0.00	0	0.00
REVENUE MANAGER	0	0.00	0	0.00	48,823	1.00	48,823	1.00
PUBLICATIONS SPECIALIST	35,848	1.00	37,023	1.00	36,768	1.00	36,768	1.00
INVESTIGATOR III	28,602	0.71	128,087	3.00	0	0.00	0	0.00
COMPUTER INFO TECH II	34,028	0.91	43,683	2.00	69,743	2.00	69,743	2.00
COMPUTER INFO TECH III	85,754	1.77	95,634	2.00	90,248	2.00	90,248	2.00
ARCHIVIST	636,564	16.04	667,889	16.49	890,212	20.99	890,212	20.99
ELECTRONIC RECORDS ARCHIVIST	36,399	0.92	168,778	4.00	0	0.00	0	0.00
ARCHIVES TECHNICIAN	13,599	0.49	0	0.00	114,541	4.00	114,541	4.00
PART-TIME OTHER	75,269	2.84	59,701	2.50	58,913	2.50	58,913	2.50
RECORDS CENTER SUPERVISOR	37,249	1.00	43,998	1.00	43,998	1.00	43,998	1.00
OFFICE SUPPORT TECHNICIAN	13,251	0.51	15,580	0.50	12,861	0.50	12,861	0.50
ADMINISTRATIVE AIDE I	15,425	0.57	0	0.00	27,472	1.00	27,472	1.00
HUMAN RESOURCES MANAGER	52,201	1.00	50,624	1.00	53,414	1.00	53,414	1.00
DIRECTOR-FIELD OPERATIONS	150,452	3.00	149,522	3.00	158,467	3.00	158,467	3.00
GRANT OFFICER	45,517	1.00	45,087	1.00	46,611	1.00	46,611	1.00
COMPLIANCE EXAMINER	109,866	2.91	129,577	3.00	115,983	3.00	115,983	3.00
LIBRARIAN II	162,626	4.00	166,594	4.00	172,877	4.00	172,877	4.00
INVESTIGATOR IV	20,631	0.46	0	0.00	45,732	1.00	45,732	1.00
STATE LIBRARIAN	81,207	1.00	82,012	1.00	87,175	1.00	87,175	1.00
READER ADVISOR	180,112	6.00	217,121	6.00	257,675	7.00	257,675	7.00
SENIOR REFERENCE ARCHIVIST	43,105	1.00	44,131	1.00	44,131	1.00	44,131	1.00
CLERK I	102,107	4.02	141,844	5.00	104,249	4.00	104,249	4.00
CIRCULATION PROCESSING ASST	163,673	6.23	188,740	6.80	161,517	5.80	161,517	5.80
PT OTHER-RESEARCH ANALYST I	8,933	0.38	13,760	1.00	13,760	1.00	13,760	1.00
SENIOR CONSERVATOR	0	0.00	47,470	1.00	0	0.00	0	0.00
CONSERVATOR	69,111	1.76	121,526	3.00	132,617	3.50	132,617	3.50
LEAD CONSERVATOR	18,947	0.45	0	0.00	40,927	1.00	40,927	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
DIRECTOR CORPORATIONS/PROJ MGR	0	0.00	34,946	0.50	0	0.00	0	0.00
SECURITIES REG SPECIALIST	59,319	1.63	72,041	2.00	72,469	2.00	72,469	2.00
INVESTOR ED SPECIALIST	37,165	1.00	38,188	1.00	78,264	2.00	78,264	2.00
INVESTIGATOR I	75,649	2.00	35,570	1.00	77,551	2.00	77,551	2.00
INVESTIGATOR II	55,548	1.42	84,609	2.00	121,371	3.00	121,371	3.00
SECURITIES COUNSEL	0	0.00	62,950	1.00	58,554	1.00	58,554	1.00
LIBRARIAN	38,629	1.00	39,589	1.00	39,589	1.00	39,589	1.00
COMPUTER INFO TECH SPEC I	351,475	5.87	374,137	6.00	305,152	5.00	305,152	5.00
DIRECTOR LIBRARY DEV	62,881	1.00	64,205	1.00	64,205	1.00	64,205	1.00
LIBRARY CONSULTANT	217,449	4.95	224,620	5.00	224,620	5.00	224,620	5.00
DIRECTOR REF SERVICES	54,601	1.00	55,801	1.00	55,801	1.00	55,801	1.00
TECHNOLOGY SUPERVISOR	43,885	1.00	44,924	1.00	44,924	1.00	44,924	1.00
ADMINISTRATIVE AIDE II	9,675	0.33	30,474	1.00	0	0.00	0	0.00
ADMINISTRATIVE AIDE III	121,182	3.80	129,660	4.00	129,618	4.00	129,618	4.00
DEP DIRECTOR FOR PUBLIC SRVCS	29,686	0.63	48,410	1.00	0	0.00	0	0.00
PUBLIC SERVICES MANAGER	13,643	0.29	0	0.00	48,410	1.00	48,410	1.00
DIRECTOR-WOLFNER LIBRARY	40,732	0.73	57,511	1.00	66,116	1.00	66,116	1.00
COMPUTER INFO TECH I	38,728	1.17	48,828	1.00	43,613	1.00	43,613	1.00
COMP INFO TECH IV	76,865	1.42	106,449	2.00	116,470	2.00	116,470	2.00
CHIEF INFORMATION OFFICER	0	0.00	0	0.00	91,617	1.00	91,617	1.00
STRATEGIC PROJECT MANAGER	0	0.00	0	0.00	54,595	1.00	54,595	1.00
SPECIALIST	29,112	0.76	41,014	1.00	0	0.00	0	0.00
SUPERVISOR III	37,249	1.00	37,186	1.00	38,211	1.00	38,211	1.00
TECH I	15,911	0.60	30,167	1.00	27,414	1.00	27,414	1.00
TECH II	557,922	20.06	978,324	40.25	493,555	17.00	493,555	17.00
TECH III	366,917	12.41	733,912	27.01	64,005	2.00	64,005	2.00
MANAGING EDITOR	40,332	1.00	41,972	1.00	38,265	1.00	38,265	1.00
ACCOUNTANT I	33,601	1.00	34,491	1.00	34,491	1.00	34,491	1.00
SUPERVISOR IV	96,356	2.50	163,671	4.00	0	0.00	0	0.00
ASSOCIATE EDITOR	34,585	1.01	35,919	1.00	35,066	1.00	35,066	1.00
COMPUTER INFO TECH TRAINEE	0	0.00	33,613	1.00	62,453	2.00	62,453	2.00
COMPUTER INFO TECH SPEC II	104,244	1.55	63,961	1.00	137,602	2.00	137,602	2.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
TECH IV	102,325	3.21	164,208	5.00	0	0.00	0	0.00
SPECIAL COUNSEL	0	0.00	1,288	0.00	0	0.00	0	0.00
RESEARCH ANALYST I	132,569	4.08	218,944	6.00	132,432	4.00	132,432	4.00
SECURITIES OFFICE MANAGER	53,329	1.00	54,510	1.00	53,704	1.00	53,704	1.00
SENIOR RECORDS ANALYST	40,705	1.00	41,696	1.00	41,696	1.00	41,696	1.00
RECEPTIONIST II	35,965	1.00	36,888	1.00	36,888	1.00	36,888	1.00
GRAPHIC ARTS SPECIALIST II	36,601	1.00	37,531	1.00	0	0.00	0	0.00
GRAPHIC ARTS SPECIALIST I	34,333	1.00	35,838	1.00	69,700	2.00	69,700	2.00
DIRECTOR OF INV PRO & ED	49,453	1.00	44,059	1.00	49,743	1.00	49,743	1.00
DIRECTOR OF ENFORCEMENT	47,222	0.63	70,150	1.00	75,891	1.00	75,891	1.00
DIRECTOR OF EXAMINATIONS	0	0.00	1,464	0.00	0	0.00	0	0.00
DEP DIR OF BUSINESS SERVICES	60,325	1.00	62,213	1.00	61,611	1.00	61,611	1.00
PRINC ASST FOR BOARDS & COMMS	40,033	1.00	41,013	1.00	41,013	1.00	41,013	1.00
LEGAL COUNSEL	63,516	1.42	94,983	2.00	0	0.00	0	0.00
SECURITIES SPECIALIST	32,329	1.00	33,000	1.00	33,206	1.00	33,206	1.00
CHIEF COUNSEL	75,347	1.00	67,701	1.00	77,027	1.00	77,027	1.00
CURATOR OF EXHIBITS/SPEC PRJCT	19,358	0.39	51,573	1.00	51,573	1.00	51,573	1.00
HISTORICAL EDUCATOR	38,629	1.00	39,589	1.00	39,589	1.00	39,589	1.00
SUPERVISING ARCHIVIST	42,325	1.00	43,535	1.00	43,535	1.00	43,535	1.00
ELECTIONS SPECIALIST	149,463	4.00	157,206	4.00	153,201	4.00	153,201	4.00
MCVR ADMINISTRATOR	46,033	1.00	47,100	1.00	47,100	1.00	47,100	1.00
COMMUNICATIONS COORDINATOR	33,852	0.96	36,568	1.00	0	0.00	0	0.00
COMPUTER INFO TECH MANAGER I	60,325	1.00	61,611	1.00	61,606	1.00	61,606	1.00
ACCOUNTING SPECIALIST II	46,717	1.00	46,809	1.00	47,821	1.00	47,821	1.00
PROGRAM MANAGER	54,601	1.00	55,801	1.00	55,801	1.00	55,801	1.00
IMAGING SERVICES MANAGER	43,105	1.00	44,131	1.00	44,131	1.00	44,131	1.00
ACCOUNTING ANALYST II	87,025	2.00	89,093	2.00	89,093	2.00	89,093	2.00
PROGRAM SPECIALIST	38,654	0.94	31,745	1.00	31,745	1.00	31,745	1.00
PARALEGAL	41,557	1.04	40,101	1.00	39,676	1.00	39,676	1.00
SECURITIES ENFORCEMENT COUNSEL	69,367	1.23	164,345	5.50	109,822	4.50	109,822	4.50
ELECTIONS SUPPORT ASSISTANT	35,125	1.00	36,027	1.00	36,027	1.00	36,027	1.00
SENIOR COMPLIANCE EXAMINER	44,749	1.01	45,684	1.00	45,810	1.00	45,810	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
MANAGER OF VULNERABLE CITIZENS	51,952	1.00	53,115	1.00	53,116	1.00	53,116	1.00
CENTRAL SERVICES TECHNICIAN	65,635	1.96	68,658	2.00	68,052	2.00	68,052	2.00
CENTRAL SERVICES SUPERVISOR	40,897	1.00	41,895	1.00	41,895	1.00	41,895	1.00
DIR OF FISCAL/HR/FACILITIES	81,219	1.00	82,030	1.00	87,188	1.00	87,188	1.00
COMMUNICATIONS ASST	33,366	1.00	34,823	1.00	35,230	1.00	35,230	1.00
COMMUNICATIONS SPECIALIST II	1,667	0.04	0	0.00	40,668	1.00	40,668	1.00
DIR OF PUB AFFAIRS & STRAT COMM	0	0.00	0	0.00	82,057	1.00	82,057	1.00
YOUTH SVS LIBRARIAN/CONSULTANT	40,033	1.00	41,915	1.00	41,010	1.00	41,010	1.00
PERSONNEL ANALYST I	27,089	0.71	42,671	1.00	0	0.00	0	0.00
PERSONNEL ANALYST II	12,457	0.29	0	0.00	43,359	1.00	43,359	1.00
DIRECTOR OF ELECTIONS	101,243	1.63	128,504	2.00	66,005	1.00	66,005	1.00
DIRECTOR OF ELECTIONS/COUNSEL	1,354	0.02	0	0.00	66,005	1.00	66,005	1.00
DEPUTY GEN ELECTIONS/COUNSEL	0	0.00	0	0.00	84,090	1.00	84,090	1.00
PROCUREMENT OFFICER II	43,561	1.00	41,765	1.00	44,645	1.00	44,645	1.00
DEPUTY GENERAL COUNSEL	75,347	1.00	77,855	1.00	0	0.00	0	0.00
LEGISLATIVE LIAISON	20,747	0.48	39,285	1.00	39,285	1.00	39,285	1.00
GENERAL COUNSEL	99,861	1.00	99,444	1.00	101,946	1.00	101,946	1.00
DIR OF GOV AFFAIRS/POLICY	32,353	0.62	54,102	1.00	0	0.00	0	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	101,127	1.00	105,107	1.00	106,597	1.00	106,597	1.00
DEPUTY CHIEF OF STAFF	12,000	0.13	0	0.00	96,676	1.00	96,676	1.00
DIR OF COMM & PUBLICATIONS	72,510	1.00	74,918	1.00	0	0.00	0	0.00
TOTAL - PS	8,923,357	217.83	10,548,152	267.30	10,548,152	267.30	10,548,152	267.30
TRAVEL, IN-STATE	37,429	0.00	104,154	0.00	99,154	0.00	99,154	0.00
TRAVEL, OUT-OF-STATE	23,099	0.00	26,834	0.00	21,834	0.00	21,834	0.00
FUEL & UTILITIES	0	0.00	5	0.00	5	0.00	5	0.00
SUPPLIES	662,094	0.00	993,729	0.00	963,729	0.00	963,729	0.00
PROFESSIONAL DEVELOPMENT	70,132	0.00	140,790	0.00	135,790	0.00	135,790	0.00
COMMUNICATION SERV & SUPP	141,144	0.00	265,223	0.00	265,223	0.00	265,223	0.00
PROFESSIONAL SERVICES	782,009	0.00	1,067,821	0.00	822,821	0.00	822,821	0.00
HOUSEKEEPING & JANITORIAL SERV	4,800	0.00	3,875	0.00	3,875	0.00	3,875	0.00
M&R SERVICES	1,627,549	0.00	2,172,081	0.00	1,997,081	0.00	1,997,081	0.00
COMPUTER EQUIPMENT	812,937	0.00	985,311	0.00	985,311	0.00	985,311	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
MOTORIZED EQUIPMENT	34,273	0.00	47,436	0.00	47,436	0.00	47,436	0.00
OFFICE EQUIPMENT	41,443	0.00	107,515	0.00	107,515	0.00	107,515	0.00
OTHER EQUIPMENT	140,061	0.00	144,859	0.00	139,859	0.00	139,859	0.00
PROPERTY & IMPROVEMENTS	13,214	0.00	58,024	0.00	58,024	0.00	58,024	0.00
BUILDING LEASE PAYMENTS	25,629	0.00	70,342	0.00	70,342	0.00	70,342	0.00
EQUIPMENT RENTALS & LEASES	2,786	0.00	48,851	0.00	43,851	0.00	43,851	0.00
MISCELLANEOUS EXPENSES	4,598	0.00	30,062	0.00	30,062	0.00	30,062	0.00
TOTAL - EE	4,423,197	0.00	6,266,912	0.00	5,791,912	0.00	5,791,912	0.00
PROGRAM DISTRIBUTIONS	43,459	0.00	45,001	0.00	45,001	0.00	45,001	0.00
TOTAL - PD	43,459	0.00	45,001	0.00	45,001	0.00	45,001	0.00
GRAND TOTAL	\$13,390,013	217.83	\$16,860,065	267.30	\$16,385,065	267.30	\$16,385,065	267.30
GENERAL REVENUE	\$9,271,574	190.52	\$9,488,220	205.76	\$9,488,220	205.76	\$9,488,220	205.76
FEDERAL FUNDS	\$445,163	9.75	\$777,438	12.80	\$702,438	12.80	\$702,438	12.80
OTHER FUNDS	\$3,673,276	17.56	\$6,594,407	48.74	\$6,194,407	48.74	\$6,194,407	48.74

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
MILEAGE REIMBURSEMENT								
CORE								
TRAVEL, IN-STATE	0	0.00	2,249	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	2,249	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$2,249	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$965	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$214	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$1,070	0.00	\$0	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Administrative Services

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

Assist in meeting the statutory and constitutional requirements of the Secretary of State.

1b. What does this program do?

The core request is to allow continued service to the agency for staffing and expenditures with fiscal, human resources, facilities, publications, and central services.

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

The Administrative Services Division is responsible for the budget, procurement, accounts payable, accounts receivable, grants tracking, CAFR reporting, SEFA reporting, facilities requests, human resources, all statutorily required printing of publications, surplus property, mail delivery, fleet vehicles, and all other general administrative duties.

Publications is responsible for the Official Manual, Constitution updates and printing, as well as the General Assembly roster, Election Law handbooks, and the Missouri roster.

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

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

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, publications, human resources, and fleet management at the current level for the Office of the Secretary of State would not be possible.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

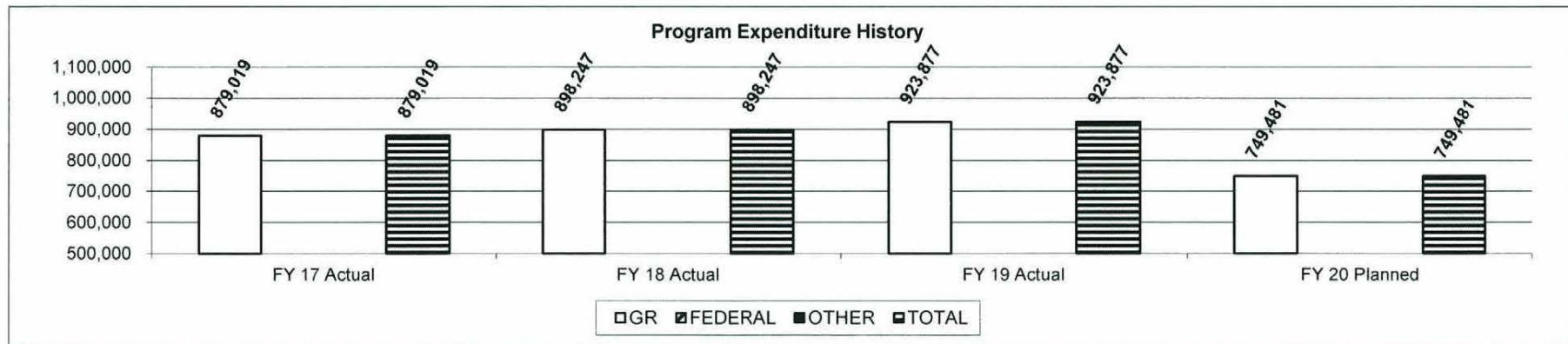
Program Name Administrative Services

Program is found in the following core budget(s): Operating Core

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

The process of ordering and distributing office supplies is centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, five employees located in the field were assigned fleet vehicles that previously were being reimbursed at the standard mileage rate or renting a vehicle. This increased the use of these cars, while decreasing mileage paid to employees.

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?

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

Financial and Procurement authority is derived from Chapter 33 and 34, revised statutes, and the agreements entered into between this office and the Office of Administration.

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

No

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

No

PROGRAM DESCRIPTION	
Department Secretary of State	HB Section(s): 12.055
Program Name Executive Services	
Program is found in the following core budget(s): Operating Core	
<p>1a. What strategic priority does this program address?</p> <p>1b. What does this program do?</p> <p>This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of agency programs and the production coordination of the various divisions. The Executive Staff included in this request are responsible for the development of policies and procedures and direction for implementation. This includes staff members in the Office of the General Counsel, which is responsible for representing the Office in legal matters, responding to open records requests, and administering the filing category of Professional Employee Organizations. The Communications Division is responsible for public outreach, media relations, and promotion of programs and services. Capitol office employees respond to constituent questions by phone, email, and in person. Capitol staff also work with legislators on proposed legislation.</p> <p>2a. Provide an activity measure(s) for the program.</p> <p>2b. Provide a measure(s) of the program's quality.</p> <p>2c. Provide a measure(s) of the program's impact.</p> 	

PROGRAM DESCRIPTION

Department Secretary of State

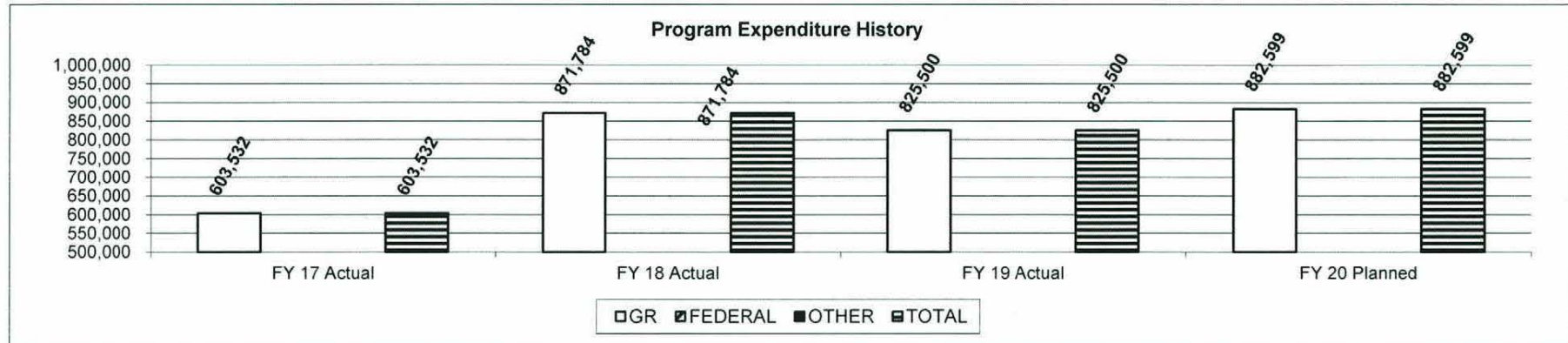
HB Section(s): 12.055

Program Name Executive Services

Program is found in the following core budget(s): Operating Core

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

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.)



Please note that Legal Services was moved from Administrative Rules to Executive Services in FY18.

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Elections

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

To better serve and inform current and potential Missouri voters and local election officials.

1b. What does this program do?

The Secretary of State's Elections Division offers a myriad of services to both elected officials as well as the public. Specific Elections related tasks include preparing for and assisting local election authorities (LEAs) in conducting fair and efficient elections; planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiative petitions, referendums, and joint resolutions passed by the legislature; reporting, counting and certifying election results; and ensuring the requirements of the Help America Vote Act of 2002 are met. In addition to ensuring Missouri elections run smoothly, the Elections Division also serves as a resource to Missouri's 116 LEAs as well as the general public. In this role, the Division seeks to provide quality customer service by delivering responsive and timely services to meet increasing demand for answers to elections related questions from LEAs, elected officials, and the public; and maintaining statutory compliance in providing services to state and to local governments while also helping to educate the public about the elections process through the publishing of various informative elections materials and regional and statewide meetings with LEAs to ensure that all remain up-to-date on current election laws. Lastly, the Division is constantly looking for methods to enhance information access, utilizing the SOS website to inform voters as well as provide methods for voters to follow election results on Election Night.

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

The Office of the Secretary of State mailed the following number of voter registration applications by calendar year:

2012 - 463,983, 2013 - 118,112, 2014 - 198,997, 2015 - 159,238, 2016 - 384,672, 2017 - 86,942, 2018 - 184,837 2019 - 95,724

During the 2017-2018 petition cycle, 371 petitions were filed with the SOS office. Six petitions with signatures were submitted to the SOS office and 221,740 signature pages were processed. Each page had the potential of 10-15 signatures to be reviewed by local election authorities. Additionally, a referendum petition was submitted to the SOS office in August 2017 and 57,299 pages were processed.

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

The number of registered voters and voter registration applications fluctuates from year to year. As of August 1, 2019 there were 4,095,665 registered voters in the state.

The number of National Change of Address mailings by fiscal year:

2012 - 390,000, 2013 - 225,225, 2014 - 238,359, 2015 - 255,825, 2016 - 98,619, 2017 - 85,156

In 2018, Missouri became a member of the Electronic Registration Information Center (ERIC). NCOA reports are incorporated in this membership. Additionally, Missouri will conduct outreach to eligible but unregistered voters. This eligible but unregistered mailer was sent to Missourians who currently have a state issued driver license but are not currently registered to vote. In the initial outreach mailer, nearly 800,000 were sent to Missouri citizens who may need to update their registration information or register to vote.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Elections

Program is found in the following core budget(s): Operating Core

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

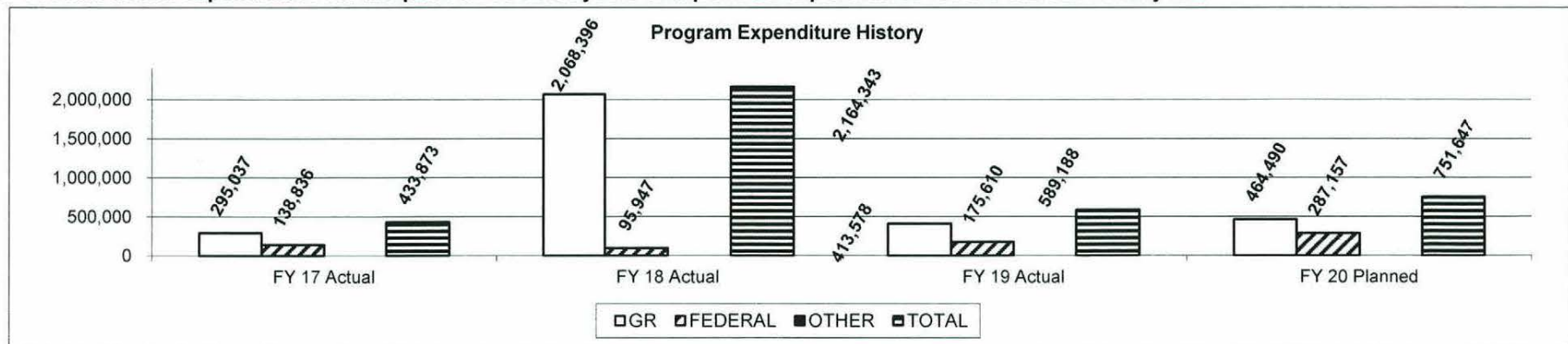
An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours.

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

An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours.
116 local election authorities/election boards and thousands of prospective registered voters and callers requesting information can be assisted.

Corresponding with a record number of petitions filed with the SOS office during the 2017-2018 petition cycle, the office had to prepare those petitions to be submitted for signature verification. As such, the SOS office implemented efficiencies to transmit petition pages to the local election authorities in a more timely manner. The SOS scanned petition pages into a system that allowed the SOS office to transmit the petition pages to the LEAs electronically. This system also created an efficiency in the analysis performed by SOS staff for completion of each petition page.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



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

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

Chapters 115 and 116 of the Missouri Revised Statutes, federal law, including the National Voter Registration Act and the Help America Vote Act.

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Records and Archives

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

1b. What does this program do?

The Records and Archives Division is comprised of the following three divisions:

Archives: The Missouri State Archives is the official repository for Missouri's records of permanent historical value. Among its holdings are land records from Missouri's colonial, territorial and early statehood periods; the Missouri State Constitutions; the Journals of the Missouri House and Senate; Supreme Court of Missouri case files; State Appeals Court case files; Circuit and Probate Court case files; and records for Missouri counties. As the home of the state's permanently valuable records, the Missouri State Archives identifies, collects, preserves and makes available to government officials, historians, students, family historians and other researchers the historically significant records of Missouri.

Records Management: Records Management directs the efficient and effective management of the official records of state government agencies by: establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value; prompt and orderly destruction of records no longer possessing sufficient value to warrant future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during retention. The program also evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state and local agencies.

Local Records: Through consultations, inventories, records processing projects and a competitive grant program, Local Records works with public officials to preserve the permanent and historically significant records of their offices. These local records are vital to the citizens of Missouri, documenting everything from marriages and property ownership to education and government expenditures. In addition, the program provides professional guidance on managing current records; everything from proper housing and storage of records to final disposition through the implementation of Local Records generated retention schedules.

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

Archives: In FY19, the Missouri State Archives responded to 15,980 information requests. Of these, 1,968 were first-time customers. The Archives website had 24,935,768 hits in FY19.

Records Management:

Images Microfilmed
Images Scanned
Records Center retrievals/filings

	FY16	FY17	FY18	FY19	FY20 Projected
Images Microfilmed	2,315,480	3,047,098	1,343,824	1,397,954	1,180,561
Images Scanned	3,049,715	2,367,759	3,495,440	3,244,728	4,731,707
Records Center retrievals/filings	103,997	82,993	80,020	78,007	69,211

Local Records:

Records Processed (cu. ft.)
Database Entries
Miles Traveled
Records Projects
Conservation Lab Projects

Records Processed (cu. ft.)	112	147	189	150
Database Entries	17,009	22,591	19,942	20,000
Miles Traveled	106,390	102,373	96,930	100,000
Records Projects	85	86	81	92
Conservation Lab Projects	129	105	65	61

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

In FY19 the Missouri State Archives website received 24,935,768 hits.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Records and Archives

Program is found in the following core budget(s): Operating Core

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

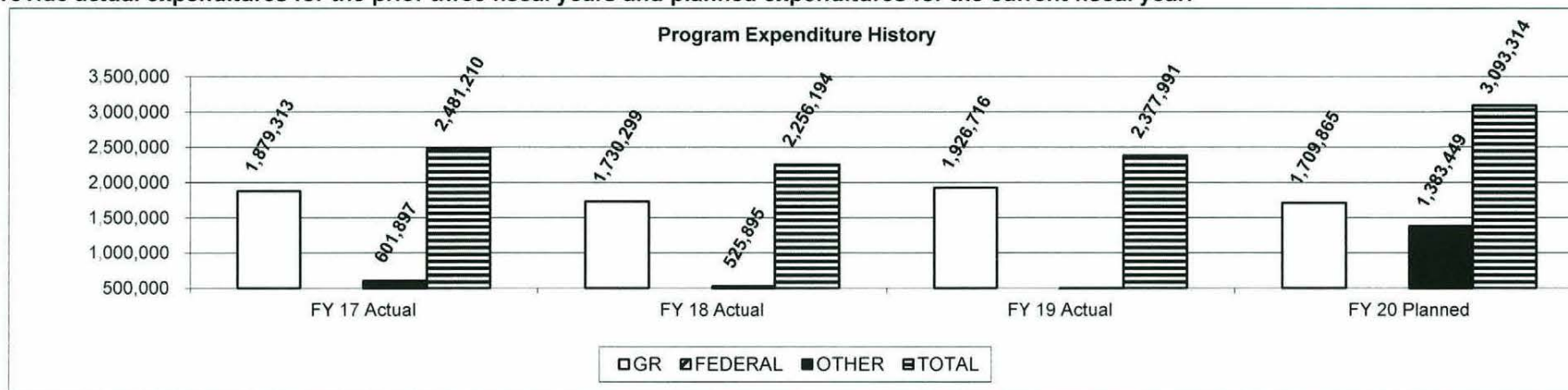
The Missouri State Archives has been recognized by Family Tree Magazine for 16 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

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

Record Center Annex Storage Costs per square foot	\$4.05
Leased Office Space Storage Costs per square foot	\$8.58
State Owned Office Space Storage Costs per square foot	\$6.17

(Boxes are stored 14 shelves high at the Record Center Annex)

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



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

Local Records Preservation Fund (0577)

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

Records and Archives--RSMo 109; Local Records funding--RSMo 59.319 (3)

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Administrative Rules

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

1b. What does this program do?

Administrative Rules accepts, edits, and publishes proposed rules in the *Missouri Register* and the *Code of State Regulations* for the 191 state agencies/entities that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the governor. Administrative Rules publishes rules material six times per month which includes two paper and two internet publications of the *Missouri Register* and one paper and one internet publication of the *Code of State Regulations*. Effective August 28, 2019 the paper copy of both the *Missouri Register* and the *Code of State Regulations* will cease. Effective Aug. 28, 2019 Administrative Rules is now required to post emergency rulemakings to our website and send out an email notification within three business days of receiving them.

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

For the 2019 fiscal year, the Administrative Rules processed the following:

- 165 Emergency Rules
- 1,428 Proposed rules
- 1,730 Orders of Rulemaking
- 32 In Additions
- 21 Executive Orders
- 259 Dissolutions and other filings

A total of 3,635 filings were published. 4,292 pages of the *Missouri Register* and 8,178 pages of Code were published.

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

Administrative Rules also assists agencies/entities on rulemaking through several features on the SOS homepage which allows state agencies to download current rules in Word for use in amending current rules; providing fillable rulemaking forms/templates on-line; permitting agencies to email electronic copies of proposed rules text changes to SOS Administrative Rules; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. The division also answers questions from agencies and the public regarding how rules are filled. The division further has published and maintains an updated rulemaking manual containing uniform standards and procedures called *Missouri State Rulemaking Manual*. Administrative Rules staff also assists agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, Administrative Rules offers classes to any agency/entity in how to prepare and make rule filings.

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

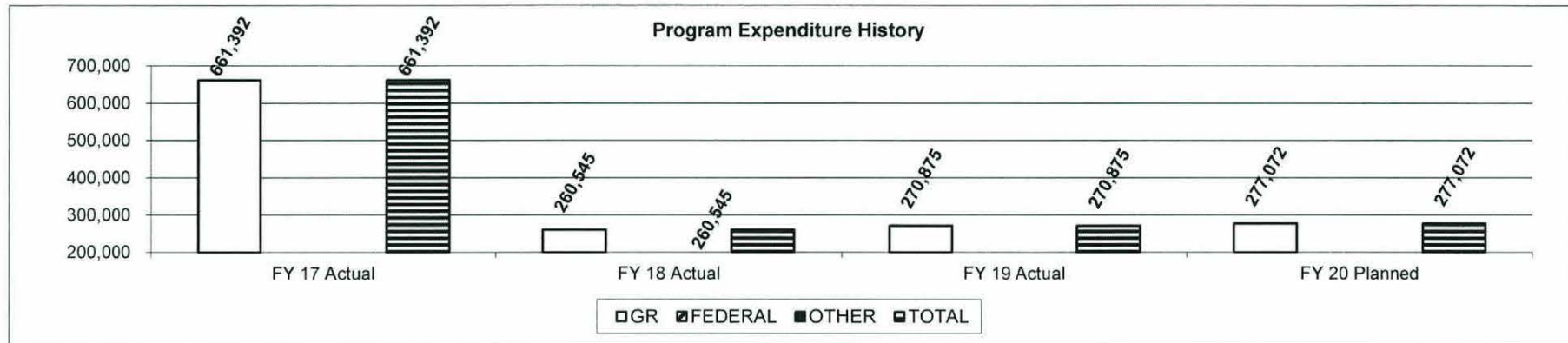
Program Name Administrative Rules

Program is found in the following core budget(s): Operating Core

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

The above was accomplished without adding additional permanent staff. A part-time reader was added to staff to assist with the record workflow. Filings were up because of Executive Order 17-03 and new state programs. Staff continued to meet deadlines and accomplish all duties.

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.)



NOTE: Legal Services moved to Executive Services in FY18.

4. What are the sources of the "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 536 of the Missouri Revised Statutes

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

The Securities Division implements the Missouri Securities Act of 2003, which seeks to protect Missouri investors and stop unlawful securities conduct in the state. Investor protection includes the registration of securities products, investment firms, and individuals, as well as investor education, which seeks to increase public awareness of investment risks and the prevention of harm to the public. The Division seeks compliance with securities laws by conducting examinations of broker dealers, investment advisors, and individuals. Potential violations are investigated and when appropriate, enforcement actions are initiated, with a focus on restitution for aggrieved investors and the termination of unlawful conduct.

1b. What does this program do?

The Securities Division seeks to protect Missouri investors from fraud and other unlawful conduct. It is organized into three sections: *Investor Education*, seeking to prevent and reduce investor harm by educating investors about the risks of investing, which includes the Vulnerable Citizens Services Unit; *Registration*, seeking to ensure that investment professionals are qualified and compliant with securities statutes and regulations and fostering capital formation through the review of securities offerings; and *Enforcement*, acting on complaints, tips and referrals, conducting investigations and initiating actions to remedy violations. Enforcement includes formal and informal investigations, issuance of subpoenas, issuance of administrative orders prohibiting violations, the commencement of civil actions in circuit court, and referrals of criminal matters to state and federal prosecutors, with an emphasis on restitution for aggrieved investors and the cessation of unlawful conduct. The Securities Division is also responsible for Family Trust Company filings.

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

Activity measures for a securities compliance and enforcement program are reflected in the many ways the Securities Division interacts with the public. See below charts for several measurable compilations of the Division's operations and engagement with the public and the financial services industries operating within the state. Additionally, the Division, during 2018, participated in 87 investor protection and education outreach events throughout the state.

	CY 2016	CY 2017	CY 2018
Registered securities sellers/advisers			
- Broker-dealers	1,568	1,566	1,532
- Broker-dealer agents	144,895	149,836	152,153
- Investment advisers-registered	369	373	398
- Federal Advisers-notice filed	1,375	1,427	1,429
- Investment adviser representatives	11,087	11,125	11,566
Registered securities offerings	75	60	39
Federal covered securities notice-filings	3,115	3,210	3,158
State exemption notice-filings	16	19	19

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

	CY2016	CY 2017	CY 2018
Enforcement investigations opened	133	87	74
Broker Dealer Investment Advisor examinations/audits	100	70	51
Administrative enforcement orders	74	52	44
Prison sentences ordered from Securities Referrals	17 years 7 months & 6 years probation	7 years & 8 years probation	51 years & 1 year probation
Victim restitution orders	22	19	18
Amount of restitution ordered	\$4,834,573.90	\$8,210,824.21	\$6,002,216.47

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

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of quality is not discernible. Specific efforts to improve the service quality of the Division include formation of the Vulnerable Citizens Services Unit in 2017 and increased participation in investor outreach programs. See above chart for additional measures of the services provided by the Division.

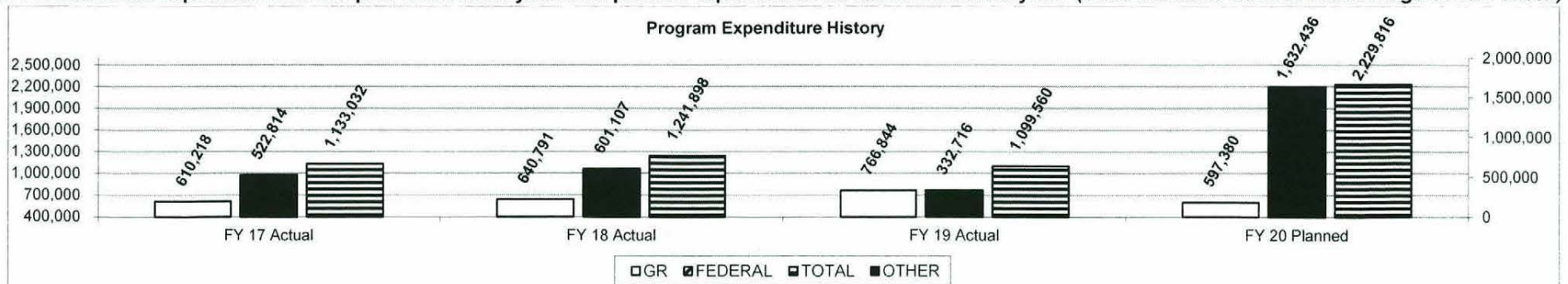
2c. Provide a measure(s) of the program's impact.

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of impact is not discernible; some measures of the Division's impact can be seen in the above chart. Impact derives from the orders of restitution issued and the funds ordered to be returned to aggrieved investors. The Division investigates all complaints received from the public regarding alleged violations of the Missouri Securities Act.

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

The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of efficiency is not discernible. Efficiencies have been achieved in various ways, including reducing total headcount through ongoing training and the re-alignment of human resources while enhancing investor protection and education efforts.

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.)



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

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

Investor Education and Protection Fund (0829)

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

The Statutes under Regulation of Securities, Chapter 409, RSMo:

Fraudulent and Other Prohibited Practices Section 409.107 et seq., RSMo, Missouri Takeover Bid Disclosure Act, Section 409.500 et seq., RSMo, Senior Savings Protection Act, Section 409.600 et seq., RSMo, Commodities, Regulation, 409.800 et seq., RSMo, Investments by Fiduciaries and Employee Retirement System, Section 409.950, Regulation of Business Opportunities, Section 409.1000, RSMo, and Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo, Family Trust Company Act, Section 362.1010 et seq., RSMo.

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

No

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

No

PROGRAM DESCRIPTION	
Department Secretary of State	HB Section(s): 12.055
Program Name Business Services	
Program is found in the following core budget(s): Operating Core	
<p>1a. What strategic priority does this program address?</p> <p>Meeting the Constitutional mandate of Article IV Section 14 in respect to duties relating to corporations, attesting to acts of the governor and keeper of the "Great Seal of the State of Missouri". Providing third party services for those who are making and engaging in economic decisions.</p> <p>1b. What does this program do?</p> <p>The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code and Safe at Home. The division oversees filing offices in Jefferson City, St. Louis, Kansas City and Springfield.</p> <p>Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; processing certifications and apostilles for international documents; and handling foreign extraditions. Missouri has about 79,200 commissioned notaries.</p> <p>Corporations is responsible for maintaining, receiving, and filing all corporate filings that are required by law for over 1,050,000 entities. In addition, Corporations handles service of process and filing and maintaining trademark and service mark registrations. Corporation's customers can access business records and images 24 hours a day, seven days a week through the Secretary of State's website.</p> <p>Uniform Commercial Code is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law.</p> <p>The Safe at Home Program is an address confidentiality program which provides survivors of sexual assault, rape, stalking, human trafficking, domestic violence, or other crimes a substitute mailing address to use on new records they create with government agencies and the courts.</p> <p>Each unit is responsible for answering customer inquiries timely and accurately whether by phone, in person, or through correspondence with the office.</p> <p>2a. Provide an activity measure(s) for the program.</p> <p>The Business Services Division tracks the number of phone calls received through the toll free 800 number provided to customers. A Business Services portal provides customers the ability to file corporation documents online, some with an instant response. Business Services tracks paper filing and electronic submissions. Business Services tracks notaries who utilize an online portal or paper to submit filings. Business Services tracks the number of authentications processed and in person visits by our customers in all four offices.</p> <p>2b. Provide a measure(s) of the program's quality.</p> <p>The Business Services Division measures the quality of work through customer compliments and comments. Business Services uses average call time on phone inquiries as a measure of quality.</p>	

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Business Services

Program is found in the following core budget(s): Operating Core

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

Safe at Home has served over 5,229 participants since its inception in 2007. Each year the program continues to grow. In FY2019, 724 new participants (men, women and children) enrolled in the program.

Business Services' customers can call the toll free 800 number, email or utilize the business portal website for filing, or present documents in person at one of our four offices, three of which are located in the largest cities in Missouri.

Commissions Phone calls FY2019		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
15,059	2:01	1,255

Corporation Phone calls FY2019		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
71,163	3:28	5,930

UCC Phone calls FY2019		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
3,037	2:48	253

Business Services Division Walk-Ins FY19						Commissions Authentications/Apostilles FY19					
Jefferson						Jefferson					
Location	City	St. Louis	Kansas City	Springfield	Total	Location	City	St. Louis	Kansas City	Springfield	Total
AVG Weekly	70	132	74	34	310	Total	6,735	6,374	2,429	2,067	17,605
Year Total	3,515	6,859	3,754	1,742	15,870						

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

Notary Filings FY2019		
Online Filings	Paper Filings	Total
17,634	6,272	23,906
74%	26%	

Corporation Filings FY2019		
Online Filings	Paper Filings	Total
241,681	79,454	321,135
75%	25%	

UCC Filings FY2019		
Online Filings	Paper Filings	Total
147,283	8,424	155,707
95%	5%	

PROGRAM DESCRIPTION

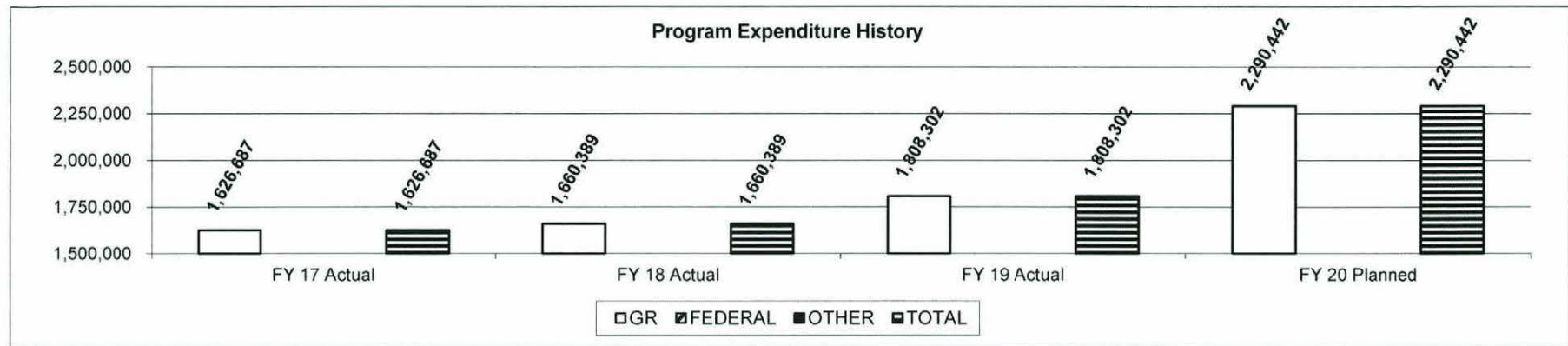
Department Secretary of State

HB Section(s): 12.055

Program Name Business Services

Program is found in the following core budget(s): Operating Core

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?

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

Missouri Statutes 28, 274, 347, 349, 351, 352, 354, 355, 356, 357, 358, 359, 362, 375, 380, 388, 394, 400, 417, 486, 506 and 589

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Information Technology Division

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

To support every division within the Secretary of State and to accomplish the key missions for technology and infrastructure in information automation, protection, maintenance, technology, advancements and cyber security. The SOS monitors all its systems for any malicious activity and works daily to keep its systems secure. Additionally, the Department of Homeland Security as denotes elections systems as critical infrastructure.

1b. What does this program do?

The Secretary of State (SOS) Information Technology Division provides a full range of information systems management services to all sections of the Office of Secretary of State. Specific network infrastructure services provided to the Office of the Secretary of State include basic help desk support; desktop, notebook and other computer peripheral installation, maintenance and management; printer installation management and maintenance; network design, installation, management and security, including routers, switches, firewalls and intrusion detection systems; and server installation, administration and management. Specific information system management services provided to the Office of Secretary of State include information system and business process analysis and design; information system development and maintenance; project management; and recovery and business continuity planning.

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

The following measures have been identified as important in determining, managing and improving the overall activity.

	Actual
Average Service Request Ticket Volume	168/month
Number of Completed Projects/Initiatives	15
Office of Secretary of State Staff	Approx 260
Local Elections Authorities and Staff	1186

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

The following measures have been identified as important in determining, managing and improving the overall quality.

	Actual
Network Availability (Avg)	99.85%
Application Availability (Avg)	99.95%

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

The SOS Information Technology Division supports all SOS staff as well as the local election authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services. In addition, all online business filings and searches are supported by systems the Information Technology Division currently maintains.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

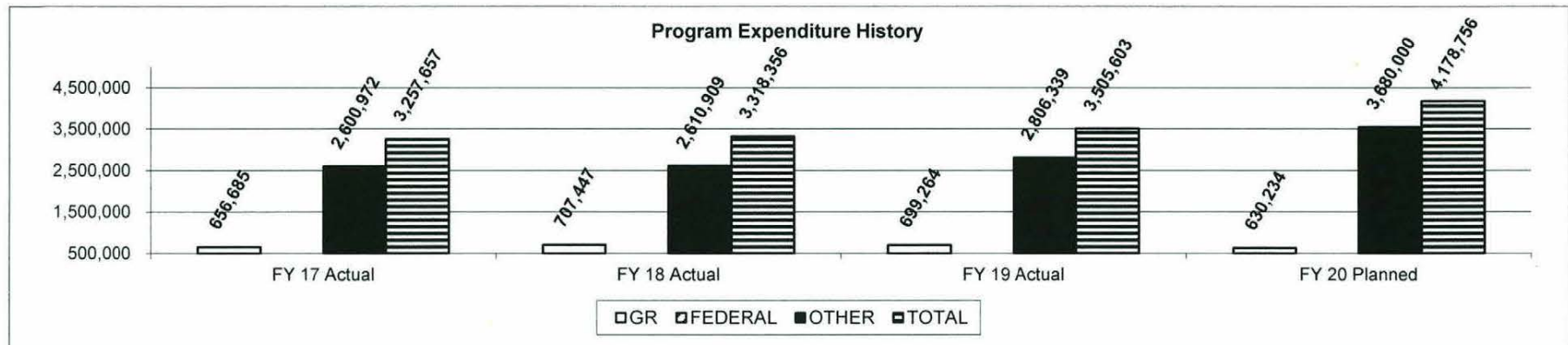
Program Name Information Technology Division

Program is found in the following core budget(s): Operating Core

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

The following measures have been identified as important in determining, managing and improving the overall efficiency of services delivered.

Service Request Ticket Turnaround Time (Avg) Actual
5.125 Days



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

Secretary of State Technology Trust Fund (0266)

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

Missouri Revised Statutes 28.160

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

No

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

No

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

The State Library works to improve library service throughout Missouri and for state government. It provides leadership and expertise in library and information services, promotes the establishment and development of stronger libraries, and maintains library service to the legislature and the executive branch agencies as well as other state and local governments.

1b. What does this program do?

Reference Services

The Reference Services Division of the Missouri State Library provides research services to Missouri state government employees, executive branch agencies, and members of the Missouri General Assembly. Resources used to provide these services include searchable collections of electronic journals, newspapers, and e-books, as well as print books, journals, and federal and state government publications. Reference Services also provides training to Missouri state government employees on the division's resources and useful workplace topics, publishes a monthly newsletter, maintains a digital library of Missouri state government publications, and contributes to MOBIUS, a statewide library consortium. Also, as a member of a global partnership of libraries and research institutions, Reference Services borrows materials for state employees from institutions across the world to help them serve Missouri's citizens.

Library Development

The Library Development Division of the Missouri State Library distributes state aid, federal and private grant funds and provides literacy and technical assistance, training and continuing education, and administrative guidance to local libraries. These programs strengthen and expand the quality and availability of library services appropriate to meet the educational, cultural, workforce, personal and social development needs of Missourians, particularly persons with difficulty using the library, those in underserved rural and urban areas, and those with limited functional literacy or information skills. Particular focus is given to assisting libraries in expanding early literacy activities to ensure children have the skills they need to learn to read; in providing summer reading programs to ensure children retain their reading skills over the summer; in implementing and expanding workforce development, small business and entrepreneurial services; resource sharing among libraries so that all library users can make use of materials in any library in the state; and technology assistance for the equipment and internet access needed to access information, support education, and apply for jobs.

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

Reference Services Statistics

3,642: Number of Library Cardholders

47,964: Visits to Reference Services' web pages

90,308: Database Uses

631: Total subscribers to monthly newsletter, *Beyond the Stacks*, which was a new service introduced in FY19

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

Program is found in the following core budget(s): Operating Core

Library Development statistics

State Aid to Public Libraries

Eligible library districts, per FY

Population of library districts

State Aid funds distributed

FY2016	FY2017	FY2018	FY2019
166	160	161	159
5,476,144	5,476,272	5,466,370	5,460,313
\$723,776	\$723,776	\$2,323,776	\$2,323,776

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

Reference Services Statistics

State government employees are provided instruction classes on effective use of the library's digital research tools, which contain journal articles, ebooks, reports and data crucial to their work.

Customer Satisfaction from Reference Services' Classes

329: The number of state employees who attended the **17** classes, presentations and/or webinars Reference Services provided in FY19. Another **676** viewed the recorded webinars that are uploaded onto the References Services website after the live webinars.

76%: The percent of classes in a webinar format that focused on topics related to all state agency divisions/groups. State employees who attended these webinars were from the Office of Administration, Senate, Treasurer, Auditor, Secretary of State, State Public Defenders, Courts, Public Health and Senior Services, Labor and Industrial Relations, Natural Resources, Insurance, Transportation, Elementary and Secondary Education, Public Safety, Mental Health, and Corrections.

24%: The percent of classes that were customized for individual state agency/divisions/groups. State employees who attended these classes were from the Department of Health and Senior Services, Secretary of State, Department of Natural Resources, and Vocational Rehabilitation.

97%: The percent of class attendees surveyed who agreed or strongly agreed the class instructor's presentation was effective.

72%: The percentage of class attendees surveyed who agreed or strongly agreed that the classes would be helpful to their job performance.

Library Development

Training sessions

Attendance

FY2017	FY2018	FY2019
123	150	130
2,485	4,054	2,932

Library staff give consistently high ratings to training provided, whether in person or online.

The independent evaluators of Missouri's Library Services and Technology Act (LSTA) FY2013-2017 found that "training efforts are closely tied to needs and to specific initiatives. This fact, in turn, helps to ensure the success of the State's substantial sub-grant activity. The evaluators also find ample evidence that suggests that participants in training have internalized what they have learned and that they are using it on an ongoing basis."

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

Program is found in the following core budget(s): Operating Core

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

Reference Services

49,361: Hits for Governor's Executive Orders (EO) on website in FY19. Reference Services is unique in offering not just the text but the images of Executive Orders covering more than three decades. Beginning in FY19, the Governor's website links to the Reference Services' EO collection.

3,443: Number of print items checked out in FY19.

463: Digital state government documents added in FY19 for a total of approximately **8,501** digital state government documents in the Internet Archive online repository.

Library Development

Federal Grants Awarded

Grantees are required to report impact of their individual projects, and describe how services are improved through acquisition of up-to-date technology or programs to reach populations with difficulty using libraries due to transportation or other barriers.

Federal Grants Awarded	2016	2017	2018	2019
	185	155	180	188

Resource Sharing Statistics

Loans filled and requested by Missouri public libraries. Requests could be filled by libraries of all types in Missouri and beyond. Includes loans requested and filled through the Online Computer Library Center (OCLC) and Missouri Evergreen consortium.

Interlibrary Loans	FY2016	FY2017	FY2018
Requested	305,608	338,482	442,077
Filled	280,447	317,120	419,649

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

Reference Services Statistics

Interlibrary Loan

839: Number of state employee interlibrary loan requests handled in FY19; **94%** of those requests were for scholarly articles not freely available on the Internet nor through any of Reference Services' subscription databases. The nature of the material is obviously used for research that assists state government agency employees in the performance of their jobs in serving Missouri's citizens. Research is often on timely issues such as opiate addiction, natural resources, and mental and physical health. Material is delivered to patrons through interagency mail or, in the case of articles and e-books, directly to their desktops for download.

116: Number of items in Reference Services' collections loaned to patrons of other libraries and research institutions.

10: Average number of clock hours to fill an interlibrary material request from another library or research institution. Institutions that filled requests for Reference Services' patrons averaged a 55-hour turnaround time.

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

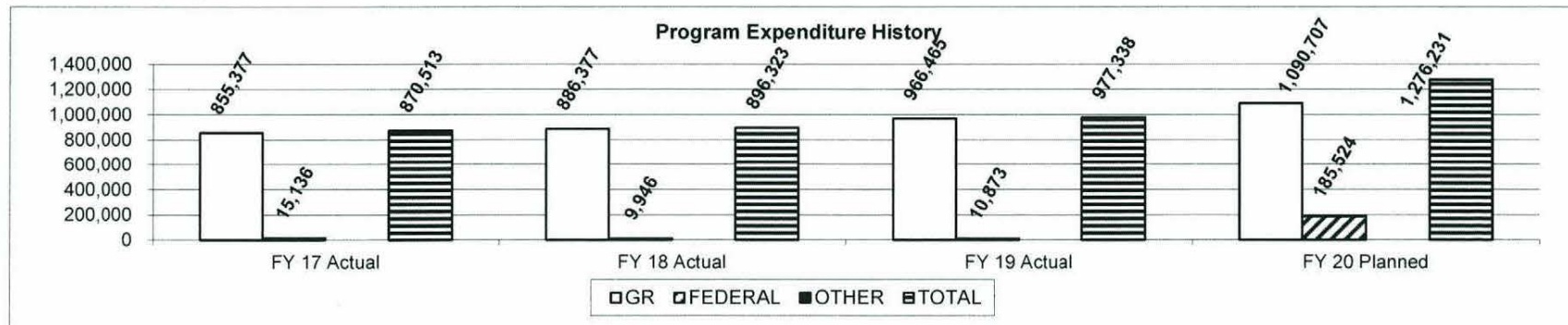
Program Name: Library Services

Program is found in the following core budget(s): Operating Core

Library Development

The independent evaluator of Missouri's Library Services and Technology ACT (LSTA) FY2013-2017 Plan stated: "In the opinion of the evaluators, the Missouri State Library has, using the measure of leveraging a small amount of money to accomplish major results by strategically deploying funds, accomplished a great deal by very methodically and effectively carrying out the specific goals contained in its five-year LSTA Plan for 2013 – 2017. In the evaluators' considerable experience, few, if any, states have been as diligent in the implementation of their five-year plans. Furthermore, having worked with several dozen states on LSTA evaluations over the course of more than a decade, in our opinion, Missouri is exemplary in its management of a large and complex sub-grant program. The Missouri State Library has done what it said it would do in its five-year Plan and the state library agency's tracking of the outcome targets contained in the Plan is second to none."

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?

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

RSMo Ch181; Mo Constitution, Article X, Section 10. Library Services and Technology Act; Public Law 104-298, as amended.

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

Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and Library Services (IMLS).

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

No.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

Program is found in the following core budget(s): Operating Core

1a. What strategic priority does this program address?

The Wolfner Talking Book and Braille Library mission is to enhance the quality of life for our patrons by providing informational, educational, and recreational reading materials in formats most useful to them.

1b. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri physician certified as unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 280,000 volumes in different formats: large print, Braille, digital audio cartridges, games, and magazines. Wolfner Library staff also facilitate patron downloading of digital books from BARD (Braille and Audio Reading Download), a national repository of talking books for eligible citizens. The Library also provides the necessary digital players for using the recorded materials. Book, magazines, and machines are mailed via USPS to and from library patrons at no charge to the user. Currently, over 9,600 print impaired Missourians are registered to use Wolfner Library services. This represents about 10% of those eligible. The goal is to increase that to 15% through an energized outreach program. The Wolfner Recording Studio produces recorded books with Missouri connections (author, theme, location) and makes them available for circulation or for download on BARD, making the Wolfner collection to patrons nationwide. Recording is done by volunteers; the actual audio processing is done by Wolfner staff. Wolfner produces approximately 60 titles each year. Wolfner offers many programs for patrons to participate in. Those programs include summer reading for youth, an adult winter reading challenge, three separate book clubs, and conference calls to introduce statewide services. Wolfner also offers book club kits, Science, Technology, Engineering and Mathematics (STEM) kits, and early literary kits for use with groups of patrons.

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

Circulation by Type

Physical Cartridges plus Braille

BARD

Total Circulation

Active users

Patron contacts

FY18	FY19	FY20 Est
413,918	383,346	402,513
99,310	217,380	239,118
513,228	600,726	641,631
9,590	9,681	10,649
15,774	14,629	16,092

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

Customer Satisfaction Survey

(Conducted in odd numbered years)

Wolfner staff is courteous

Overall quality is Good or Excellent

FY17	FY19
88.50%	91.20%
98.80%	97.80%

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

Program is found in the following core budget(s): Operating Core

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

Outreach Activities

Patron participation in programs

New Patrons Added

FY18	FY19	FY20 Est
46	67	82
223	217	239
1,264	1,276	1,404

Testimonials

From the 2019 Patron Survey:

- "Thank you so much for your services. I greatly appreciate being able to use the services."
- "This is the 3rd state I've been in. The service here is superior to the others. I would be glad to talk to you about this."
- "Yours is a wonderful service! I'm a 98 year old resident of independent living in a large complex that keeps us socially and educationally busy most days but I always look forward to my 9 o'clock bedtime when I go to sleep listening to the Talking Book player you loaned me."
- "Thank you for providing this much appreciated service for those of us who are visually handicapped. God Bless You!"
- "My mom is 91 years old and is legally blind. She always loved to read and finding this program is the best ever!! Thank you!!"
- "You do a great job! This service has enhanced my life so much, I am very grateful! Thank you!"
- "Couldn't get along without my 'Talking Books'. Every evening, and sometimes all night, they keep me company."
- "The books you supply me with are my entertainment. To my being legally blind I do not watch TV. I am blessed to be a part of books on tape. Thank you so much."
- "Since I am legally blind this has been a wonderful thing. I have always been an avid reader. Thank you so much."
- "Talking Books have made a great improvement in the quality of my life. I love to read but with limited vision I no longer can do that. I am so grateful for Talking Books."
- "I listen to Talking Books every day. They are very important to me. I'm so grateful to have them."
- "I am fairly new to the service and am so addicted to the books. The readers give life to the books. The staff is perfect! Kind, considerate. They always make time and treat me as a human being and intelligent instead of a flawed person. I don't have words for their goodness."
- "I really enjoy the books on tape and watching selected dvds from the library, It's a wonderful service to have available."
- "You all seem to sincerely enjoy the books as much as I do. Since I don't get out they help me along with PT and meds to handle pain and bad days etc. My husband who is unable to read enjoys them as well. We turn off cable and read a book. It doesn't get better than that. Thank you all."
- "Wolfner Library, when I was first introduced in 1995, I hailed the Heavens, because now I could continue reading in a different way and I have really become an advocate for this program."
- "I am a very new user of your program, but I am impressed and appreciate it very much."
- "I am a new user of your services. I really enjoyed the books that were selected for me and I am looking forward for all your help."

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

Program is found in the following core budget(s): Operating Core

From the 80th Anniversary Writing Program: "Through the information provided in the Wolfner newsletter, I've obtained help that has made my life better. One program that I read about results in my obtaining some badly needed low vision aids. With these aids some life altering changes were made. I became self-sufficient and more independent. Most recently in Wolfner News I benefitted from the information provided about affordable internet access (the Technology Assistance Program) and where to find special needs user devices. Wolfner Library News announces seasonal reading contests, recommended reading lists and the newest talking books available-great for us series fans."

"I look forward to reading each publication of the Wolfner Newsletter. Many times it has made aspects of my life better. It has become an important and useful tool. As a Wolfner Library connection, the Wolfner News quarterly newsletter is to me super cool! I'd like to thank Wolfner Library for many years of multiple services. Wolfner has made a real and significant difference in a lot of our lives.

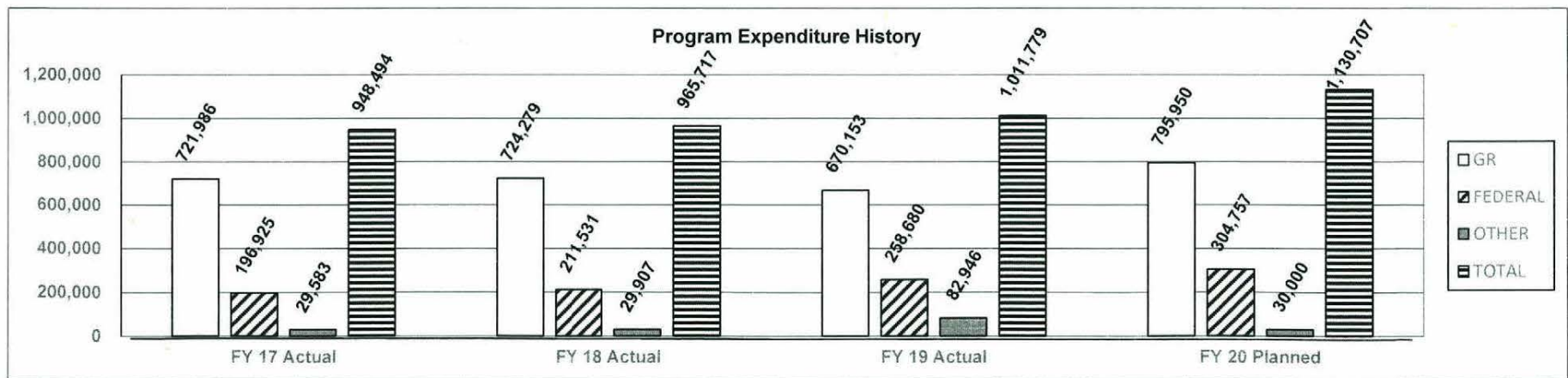
"After high school and a year into college, something changed in my life – my address. I relocated to California and was forced to change from Wolfner to the state of California library. Although they also had books on tape, it was not the same as being a patron of Wolfner. Nearly twenty years later, now married and with a second disability – a spinal cord injury from an ischemic stroke, I returned to my home state of Missouri. One of the first things I did when I returned was the re-apply to be a patron with Wolfner.... Being a patron of Wolfner for nearly 50 years has been a pleasurable experience. I hope I live long enough to continue being a patron of the library for another 50 years!

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

Circulation of books per Active Patron

FY18	FY19	FY20 Est
54	62	60

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

Program is found in the following core budget(s): Operating Core

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

Wolfner Library Trust Fund (0928)

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

Missouri Revised Statutes 181.065 and PL 89-522

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

No

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

Public Law 89-522 establishes a national program to provide library service to everyone in the United States who cannot use standard print. Each state provides services to the blind and physically disabled under the direction of the National Library Service.

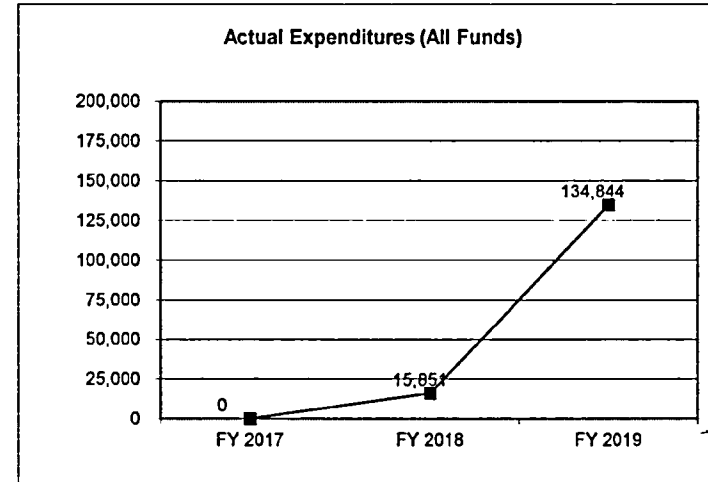
CORE DECISION ITEM									
Department	Secretary of State				Budget Unit	23142C			
Division	Administrative Services								
Core	Federal Grants, Donations, Projects				HB Section	12.060			
1. CORE FINANCIAL SUMMARY									
	FY 2021 Budget Request					FY 2021 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	22,014	0	22,014	EE	0	22,014	0	22,014
PSD	0	177,986	0	177,986	PSD	0	177,986	0	177,986
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	200,000	0	200,000	Total	0	200,000	0	200,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds:					Other Funds:				
2. CORE DESCRIPTION									
<p>The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as the Department of Elementary and Secondary Education, the Department of Health and Senior Services, the Department of Mental Health, and the Department of Social Services. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.</p> <p>The Secretary of State currently has two active grants utilizing this fund.</p>									
3. PROGRAM LISTING (list programs included in this core funding)									

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23142C
Division	Administrative Services		
Core	Federal Grants, Donations, Projects	HB Section	12.060

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	0	15,851	134,844	N/A
Unexpended (All Funds)	200,000	184,149	65,156	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	200,000	184,149	65,156	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE

GRANTS AND PROJECTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	Total	0.00	0	200,000	0	200,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	Total	0.00	0	200,000	0	200,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	Total	0.00	0	200,000	0	200,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
GRANTS AND PROJECTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE-FED & OTHER	134,844	0.00	22,014	0.00	22,014	0.00	22,014	0.00	0.00
TOTAL - EE	134,844	0.00	22,014	0.00	22,014	0.00	22,014	0.00	0.00
PROGRAM-SPECIFIC									
SECRETARY OF STATE-FED & OTHER	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00	0.00
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00	0.00
TOTAL	134,844	0.00	200,000	0.00	200,000	0.00	200,000	0.00	0.00
GRAND TOTAL	\$134,844	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
GRANTS AND PROJECTS								
CORE								
TRAVEL, IN-STATE	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	118,161	0.00	3,000	0.00	3,000	0.00	3,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	16,683	0.00	18,000	0.00	18,000	0.00	18,000	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	134,844	0.00	22,014	0.00	22,014	0.00	22,014	0.00
PROGRAM DISTRIBUTIONS	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	177,986	0.00
GRAND TOTAL	\$134,844	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$134,844	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.060

Program Name Grants and Projects

Program is found in the following core budget(s): Administrative Services

1a. What strategic priority does this program address?

1b. What does this program do?

The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as DESE, DHSS, DMH, and DSS. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.

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

Not applicable since this appropriation can be used for several various purposes.

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

Not applicable since this appropriation can be used for various purposes.

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

This appropriation allows for receipt of miscellaneous grants, contracts, or gifts that would otherwise not be allowed to be expended due to not having appropriation authority.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.060

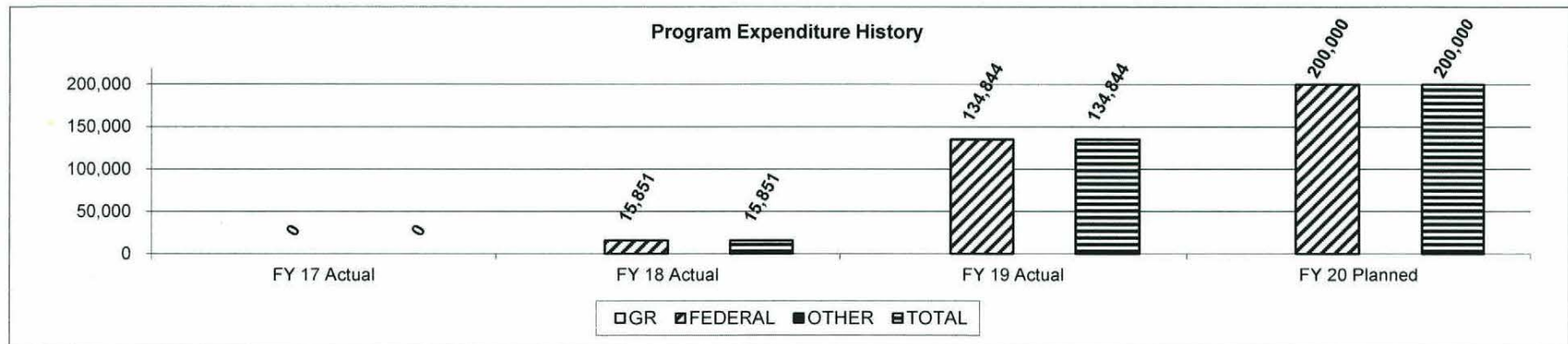
Program Name Grants and Projects

Program is found in the following core budget(s): Administrative Services

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

Not applicable since this appropriation can be used for various purposes.

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?

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

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

This is dependent on the grant(s) utilizing this appropriation.

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

No.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23145C
Division	Refunds Core	HB Section	12.065
Core	Refunds		

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	10,000	60,000
TRF	0	0	0	0
Total	50,000	0	10,000	60,000

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	10,000	60,000
TRF	0	0	0	0
Total	50,000	0	10,000	60,000

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Technology Trust Fund (0266)

Other Funds: Technology Trust Fund (0266)

2. CORE DESCRIPTION

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds. This appropriation is used for refunds occurring in all areas within the office except special funds.

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. Other divisions may utilize this appropriation as needed.

3. PROGRAM LISTING (list programs included in this core funding)

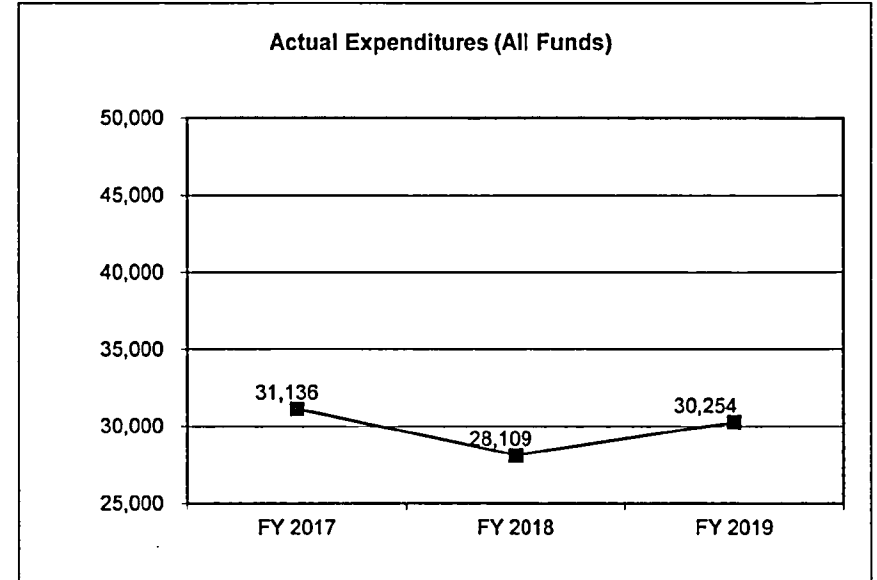
Refunds

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23145C
Division	Refunds Core		
Core	Refunds	HB Section	12.065

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	50,000	50,000	60,000	60,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	60,000	N/A
Actual Expenditures (All Funds)	31,136	28,109	30,254	N/A
Unexpended (All Funds)	18,864	21,891	29,746	N/A
Unexpended, by Fund:				
General Revenue	18,864	21,891	21,646	N/A
Federal	0	0	0	N/A
Other	0	0	8,100	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
REFUNDS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<hr/>							
TAFP AFTER VETOES	PD	0.00	50,000	0	10,000	60,000	
	Total	0.00	50,000	0	10,000	60,000	
	<hr/>						
DEPARTMENT CORE REQUEST	PD	0.00	50,000	0	10,000	60,000	
	Total	0.00	50,000	0	10,000	60,000	
	<hr/>						
GOVERNOR'S RECOMMENDED CORE	PD	0.00	50,000	0	10,000	60,000	
	Total	0.00	50,000	0	10,000	60,000	
	<hr/>						

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
REFUNDS									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	28,354	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
SEC OF ST TECHNOLOGY TRUST	1,900	0.00	10,000	0.00	10,000	0.00	10,000	0.00	0.00
TOTAL - PD	30,254	0.00	60,000	0.00	60,000	0.00	60,000	0.00	0.00
TOTAL	30,254	0.00	60,000	0.00	60,000	0.00	60,000	0.00	0.00
GRAND TOTAL	\$30,254	0.00	\$60,000	0.00	\$60,000	0.00	\$60,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REFUNDS								
CORE								
REFUNDS	30,254	0.00	60,000	0.00	60,000	0.00	60,000	0.00
TOTAL - PD	30,254	0.00	60,000	0.00	60,000	0.00	60,000	0.00
GRAND TOTAL	\$30,254	0.00	\$60,000	0.00	\$60,000	0.00	\$60,000	0.00
GENERAL REVENUE	\$28,354	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,900	0.00	\$10,000	0.00	\$10,000	0.00	\$10,000	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.065

Program Name Refunds Core

Program is found in the following core budget(s): Refunds

1a. What strategic priority does this program address?

1b. What does this program do?

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds. This appropriation is used for refunds occurring in all areas within the office.

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

FY17 - 552 refunds issued for a total of \$31,125.71.

FY18 - 525 refunds issued for a total of \$28,109.30.

FY19 - 480 refunds issued for a total of \$30,254.43.

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.065

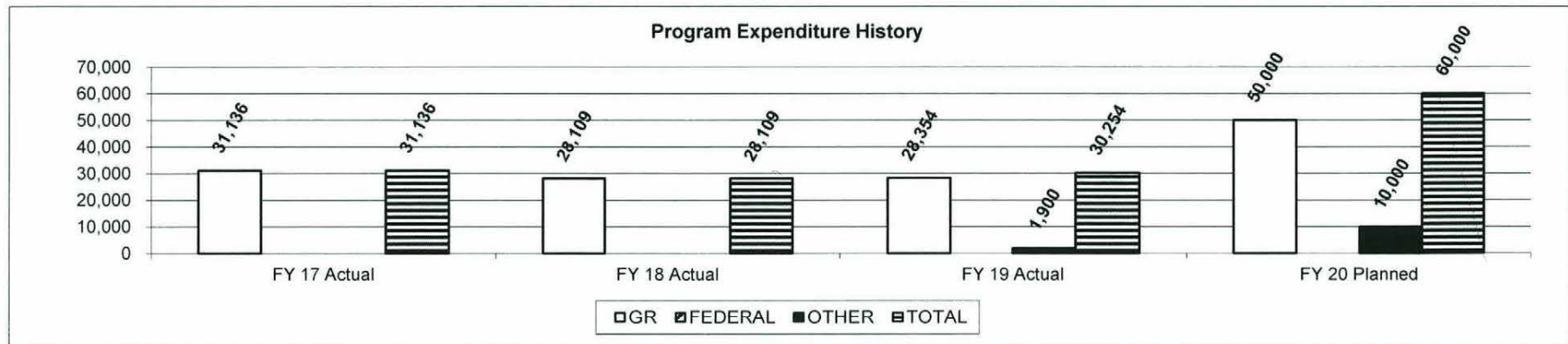
Program Name Refunds Core

Program is found in the following core budget(s): Refunds

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

Rather than return a check for an incorrect amount and delay processing of the filing or other services, this office deposits the check and refunds the excess fee(s) collected. These refunds provide faster and better service for customers of the Office of the Secretary of State.

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?

Technology Trust Fund (0266)

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

Missouri Constitution

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

No

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

No

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23149C
Division	Securities		
Core	Investor Restitution Fund	HB Section	12.070

1. CORE FINANCIAL SUMMARY

FY 2021 Budget Request					FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000	PSD	0	0	2,000,000	2,000,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	2,000,000	2,000,000	Total	0	0	2,000,000	2,000,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				
Other Funds:	Investor Restitution (0741)				Other Funds:	Investor Restitution (0741)			

2. CORE DESCRIPTION

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing to aggrieved investors disgorgement or restitution funds obtained through Securities Division enforcement actions. During the course of a year, it is never known how much money might be paid into the fund, or needed for distribution from the fund. In 2013, one case resulted in \$1.6 million returned to investors.

3. PROGRAM LISTING (list programs included in this core funding)

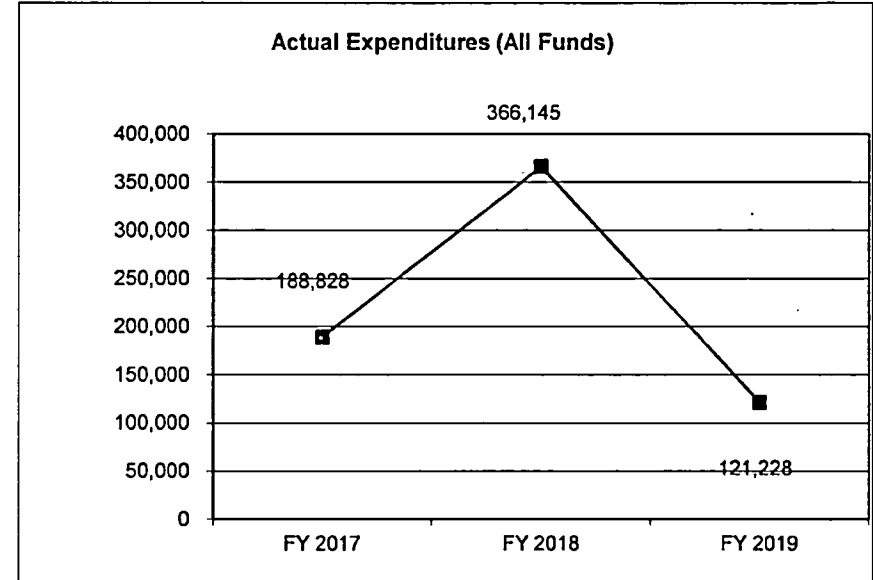
Investor Restitution

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23149C
Division	Securities		
Core	Investor Restitution Fund	HB Section	12.070

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	2,000,000	2,000,000	2,000,000	7,340,785
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Actual Expenditures (All Funds)	188,828	366,145	121,228	N/A
Unexpended (All Funds)	1,811,172	1,633,855	1,878,772	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,811,172	1,633,855	1,878,772	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES: Restitution paid to aggrieved investors securities fraud victims is dependent on enforcement proceedings and court orders and cannot be projected.

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
INVESTORS' RESTITUTION**

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			PD	0.00	0	0	2,000,000	2,000,000	
			TRF	0.00	0	0	5,340,785	5,340,785	
			Total	0.00	0	0	7,340,785	7,340,785	
DEPARTMENT CORE ADJUSTMENTS									
1x Expenditures	1591 T122	TRF		0.00	0	0	(5,340,785)	(5,340,785)	
NET DEPARTMENT CHANGES				0.00	0	0	(5,340,785)	(5,340,785)	
DEPARTMENT CORE REQUEST									
			PD	0.00	0	0	2,000,000	2,000,000	
			TRF	0.00	0	0	0	0	
			Total	0.00	0	0	2,000,000	2,000,000	
GOVERNOR'S RECOMMENDED CORE									
			PD	0.00	0	0	2,000,000	2,000,000	
			TRF	0.00	0	0	0	0	
			Total	0.00	0	0	2,000,000	2,000,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
INVESTORS' RESTITUTION									
CORE									
PROGRAM-SPECIFIC									
INVESTORS RESTITUTION FUND	121,228	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0.00
TOTAL - PD	121,228	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0.00
FUND TRANSFERS									
INVESTORS RESTITUTION FUND	0	0.00	5,340,785	0.00	0	0.00	0	0.00	0.00
TOTAL - TRF	0	0.00	5,340,785	0.00	0	0.00	0	0.00	0.00
TOTAL	121,228	0.00	7,340,785	0.00	2,000,000	0.00	2,000,000	0.00	0.00
GRAND TOTAL	\$121,228	0.00	\$7,340,785	0.00	\$2,000,000	0.00	\$2,000,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	121,228	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - PD	121,228	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TRANSFERS OUT	0	0.00	5,340,785	0.00	0	0.00	0	0.00
TOTAL - TRF	0	0.00	5,340,785	0.00	0	0.00	0	0.00
GRAND TOTAL	\$121,228	0.00	\$7,340,785	0.00	\$2,000,000	0.00	\$2,000,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$121,228	0.00	\$7,340,785	0.00	\$2,000,000	0.00	\$2,000,000	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.070

Program Name Investor Restitution

Program is found in the following core budget(s): Securities

1a. What strategic priority does this program address?

The Investor Restitution Fund is a means by which the Securities Division pays restitution to aggrieved investors received from securities law violators subject to Securities Division Enforcement actions.

1b. What does this program do?

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing to aggrieved investors disgorgement or restitution funds obtained through Securities Division enforcement actions.

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

Between FY16 and FY19, 2,188 payments were made to aggrieved investors. These payments totaled \$905,203.52.

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

The Investor Restitution Fund has the sole focus of remitting funds back to aggrieved investors as per the Enforcement orders of the Securities Division.

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

Between FY16 and FY19, 2,188 payments were made to aggrieved investors. These payments totaled \$905,203.52.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.070

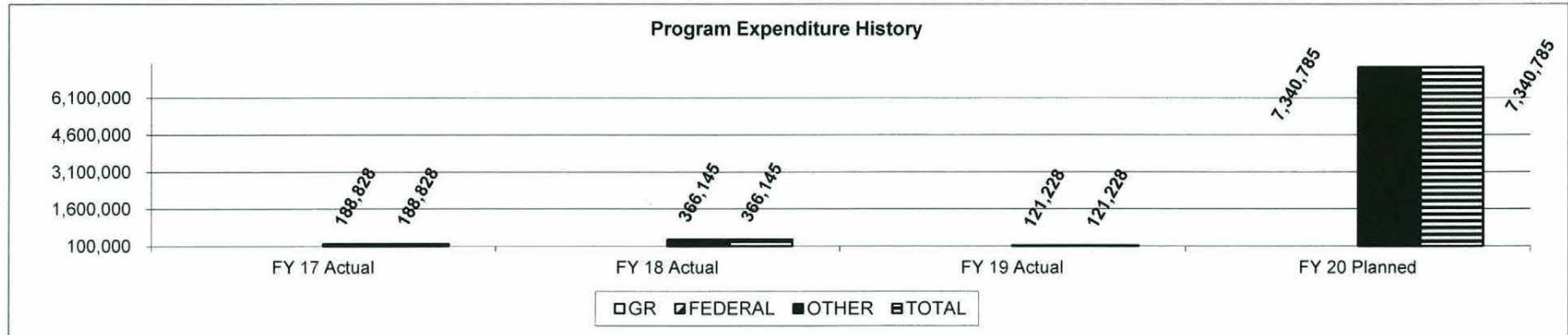
Program Name Investor Restitution

Program is found in the following core budget(s): Securities

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

All of the restitution funds collected are for the benefit of the aggrieved investors. The Securities Division makes full efforts to identify the aggrieved investors and remit the appropriate funds to them.

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.)



Please note the FY20 planned includes a one-time transfer from Investor Restitution of \$5,340,785.

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

Investor Restitution Fund (0741)

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

Section 409.6-603(e), RSMo.

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

No

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

No

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23152C
Division	Securities		
Core	Family Trust Company	HB Section	12.075

1. CORE FINANCIAL SUMMARY

FY 2021 Budget Request					FY 2021 Governor's Recommendation						
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	0	0	0	0		PS	0	0	0	0	
EE	0	0	20,000	20,000		EE	0	0	20,000	20,000	
PSD	0	0	0	0		PSD	0	0	0	0	
TRF	0	0	0	0		TRF	0	0	0	0	
Total	0	0	20,000	20,000		Total	0	0	20,000	20,000	
FTE	0.00	0.00	0.00	0.00		FTE	0.00	0.00	0.00	0.00	
Est. Fringe	0	0	0	0		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					
Other Funds:	Family Trust Company Fund (0810)					Other Funds:	Family Trust Company Fund (0810)				

2. CORE DESCRIPTION

House Bill 292 was passed in 2017 and RSMo 362.1015(8) allows for a family trust company to be defined as a corporation or limited liability company organized or qualified to do business in Missouri that is wholly owned and exclusively controlled by one or more family members that operates for the exclusive benefit of a family member regardless of whether compensation is received or anticipated.

Fees collected by the Secretary of State and deposited into the Family Trust Company Fund will be used for the sole purpose of supporting the secretary's role and fulfillment of duties in RSMo 362.1010 to 362.1117.

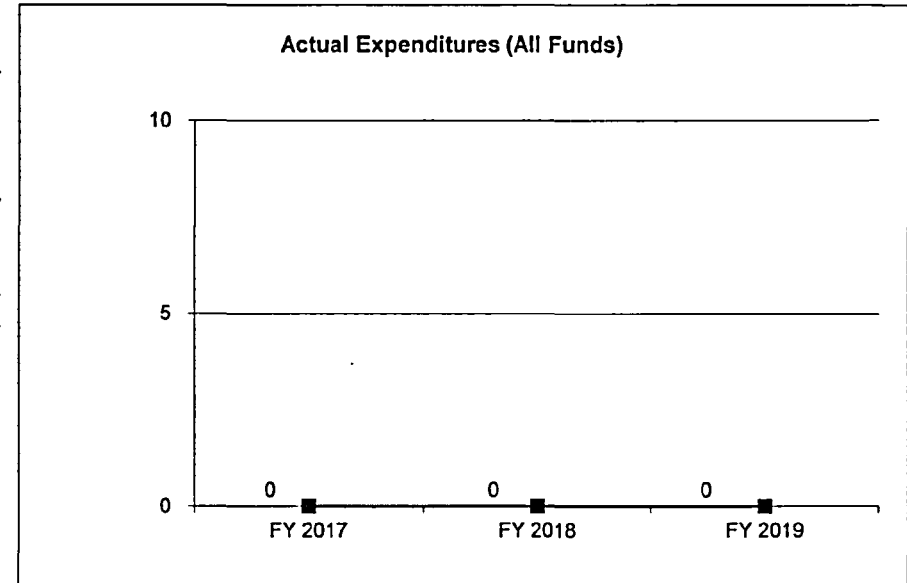
3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23152C
Division	Securities		
Core	Family Trust Company	HB Section	12.075

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	0	0	20,000	20,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	0	0	20,000	20,000
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	20,000	0
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	20,000	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

This was a new fund/appropriation in FY19; therefore, there is no expenditure data from previous fiscal years.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE**FAMILY TRUST COMPANY FUND**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	20,000	20,000	
	Total	0.00	0	0	20,000	20,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	20,000	20,000	
	Total	0.00	0	0	20,000	20,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	20,000	20,000	
	Total	0.00	0	0	20,000	20,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
FAMILY TRUST COMPANY FUND									
CORE									
EXPENSE & EQUIPMENT									
FAMILY TRUST COMPANY FUND	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00	0.00
TOTAL - EE	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00	0.00
TOTAL	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00	0.00
GRAND TOTAL	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FAMILY TRUST COMPANY FUND								
CORE								
PROFESSIONAL SERVICES	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL - EE	0	0.00	20,000	0.00	20,000	0.00	20,000	0.00
GRAND TOTAL	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$20,000	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.075

Program Name Family Trust Company

Program is found in the following core budget(s): Family Trust Company

1a. What strategic priority does this program address?

1b. What does this program do?

House Bill 292 was passed in 2017 and RSMo 362.1015(8) allows for a family trust company to be defined as a corporation or limited liability company organized or qualified to do business in Missouri that is wholly owned and exclusively controlled by one or more family members that operates for the exclusive benefit of a family member regardless of whether compensation is received or anticipated.

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

To date, one family trust company has been filed with the Office of the Secretary of State.

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

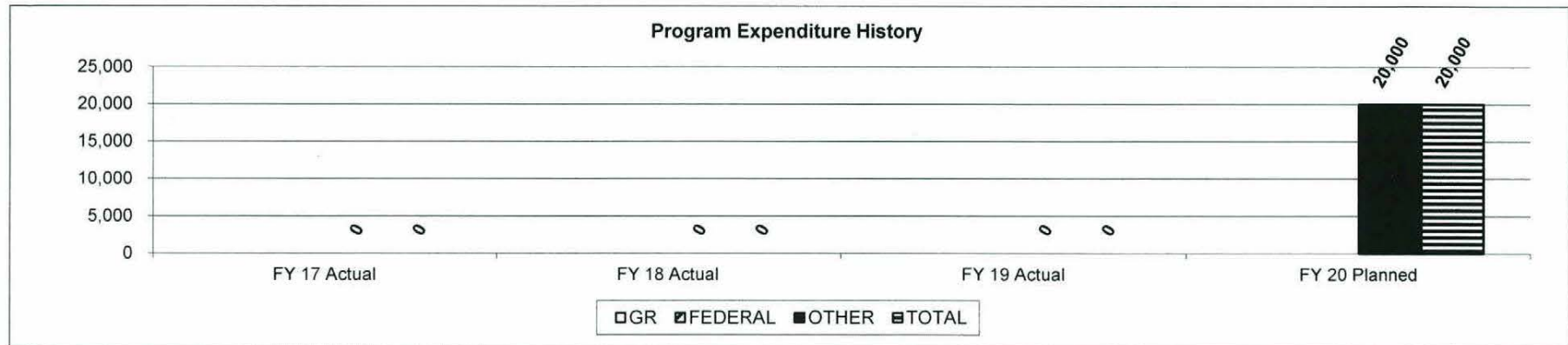
2c. Provide a measure(s) of the program's impact.

PROGRAM DESCRIPTION

Department	Secretary of State	HB Section(s): 12.075
Program Name	Family Trust Company	
Program is found in the following core budget(s):	Family Trust Company	

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

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?

Family Trust Company Fund (0810)

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

RSMo 362.010

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

No

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

No

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23151C
Division	Elections		
Core	Elections Public Notice	HB Section	12.080

1. CORE FINANCIAL SUMMARY

FY 2021 Budget Request					FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1	0	0	1	EE	1	0	0	1
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	1	0	0	1	Total	1	0	0	1
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds:

Other Funds:

2. CORE DESCRIPTION

Article XII Section 2(b) and Section 116.260, RSMo. require the Office of the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted on at an election. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly as well as the overall length of the proposal. For reference, during the 2018 petition cycle (November 8, 2016 - May 6, 2018), six (6) initiative petitions were submitted to the Secretary of State's office; with five (5) of the six (6) ultimately receiving enough signatures to be placed on the 2018 General Election ballot. This number does not include the one (1) referendum petition submitted to the Secretary of State's office and ultimately placed on the 2018 Primary Election ballot. Note: petition page length ranged from one (1) to forty-nine (49) pages.

3. PROGRAM LISTING (list programs included in this core funding)

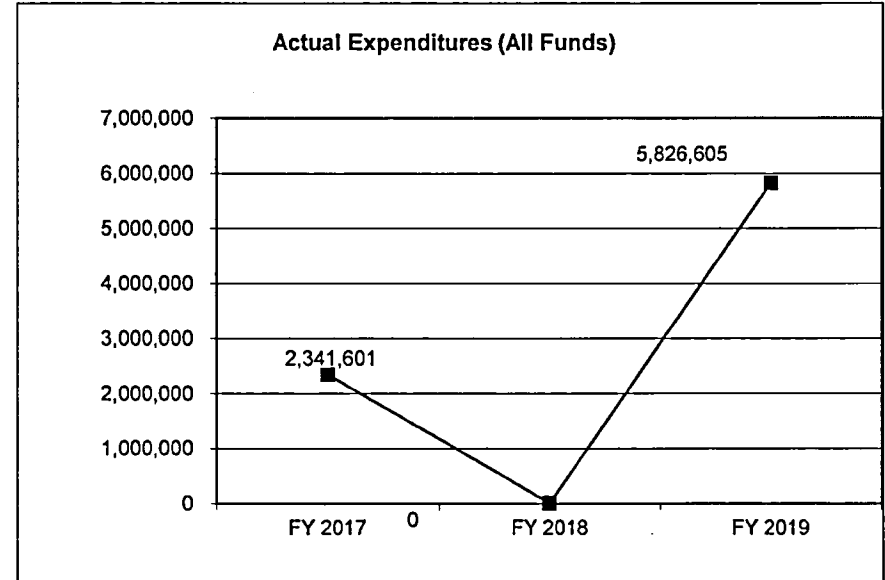
Elections Public Notice

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23151C
Division	Elections		
Core	Elections Public Notice	HB Section	12.080

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	2,600,000	1	6,000,001	1
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,600,000	1	6,000,001	N/A
Actual Expenditures (All Funds)	2,341,601	0	5,826,605	N/A
Unexpended (All Funds)	258,399	1	173,396	N/A
Unexpended, by Fund:				
General Revenue	258,399	1	173,396	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

\$173,396 was transferred out of Elections Public Notice and into State Aid for Libraries , as allowed under HB12.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
ELECTIONS PUBLIC NOTICE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	1	0	0	1	
	Total	0.00	1	0	0	1	
DEPARTMENT CORE REQUEST							
	EE	0.00	1	0	0	1	
	Total	0.00	1	0	0	1	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1	0	0	1	
	Total	0.00	1	0	0	1	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
ELECTIONS PUBLIC NOTICE									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	5,826,605	0.00	1	0.00	1	0.00	1	0.00	0.00
TOTAL - EE	5,826,605	0.00	1	0.00	1	0.00	1	0.00	0.00
TOTAL	5,826,605	0.00	1	0.00	1	0.00	1	0.00	0.00
Inc. Elections Public Notice - 1231001									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	2,300,000	0.00	2,300,000	0.00	0.00
TOTAL - EE	0	0.00	0	0.00	2,300,000	0.00	2,300,000	0.00	0.00
TOTAL	0	0.00	0	0.00	2,300,000	0.00	2,300,000	0.00	0.00
GRAND TOTAL	\$5,826,605	0.00	\$1	0.00	\$2,300,001	0.00	\$2,300,001	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	5,826,605	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	5,826,605	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$5,826,605	0.00	\$1	0.00	\$1	0.00	\$1	0.00
GENERAL REVENUE	\$5,826,605	0.00	\$1	0.00	\$1	0.00	\$1	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.080

Program Name Elections Public Notice

Program is found in the following core budget(s): Elections

1a. What strategic priority does this program address?

This program provides a mechanism by which Missouri voters can make informed decisions on proposed ballot initiatives and amendments. By publishing the full-text of the proposed ballot measures, voters can read, in its entirety, the proposed changes or additions, and thus make a decision based on a full understanding of the issue, not merely on an abbreviated synopsis or sound bites.

1b. What does this program do?

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures as required by the Missouri Constitution and Missouri law. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

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

Through this program, the full text of statewide ballot measures are printed in newspapers across Missouri.

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

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

Based on circulation numbers, millions of Missourians are serviced by the newspapers in which the full text of statewide ballot measures are printed. Therefore, millions of potential voters are provided an opportunity to review the full text of proposed issues before voting on those measures.

PROGRAM DESCRIPTION

Department Secretary of State

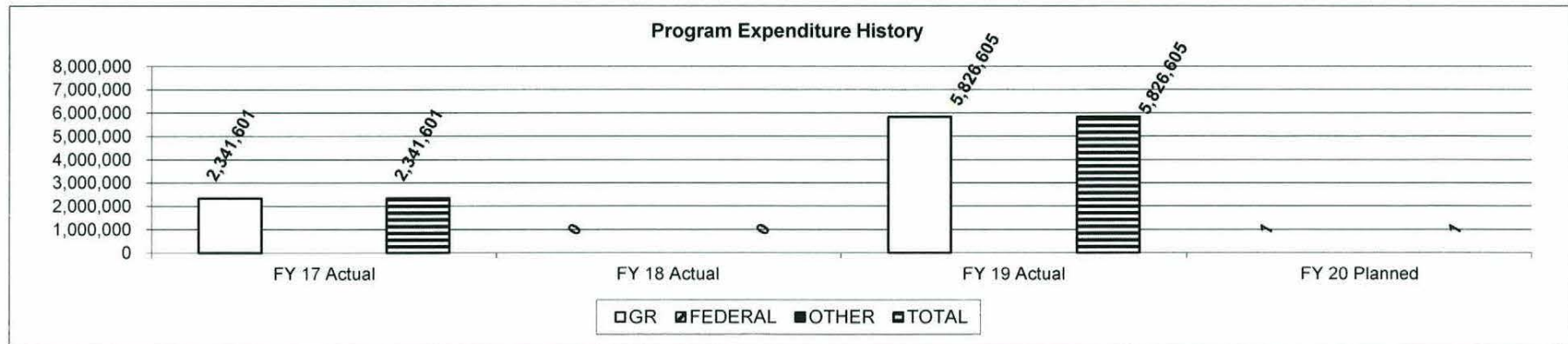
HB Section(s): 12.080

Program Name Elections Public Notice

Program is found in the following core budget(s): Elections

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

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?

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

Missouri Constitution, Article XII, Section 2(b) and Section 116.260, RSMo

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

No

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

No

NEW DECISION ITEM																			
RANK: <u>5</u>					OF <u>10</u>														
Department: Secretary of State					Budget Unit <u>23151C</u>														
Division: Elections																			
DI Name: Elections Public Notice					DI#: <u>1231001</u>														
					House Bill <u>12.080</u>														
1. AMOUNT OF REQUEST																			
FY 2021 Budget Request					FY 2021 Governor's Recommendation														
	GR	Federal	Other	Total		GR	Fed	Other	Total										
PS	0	0	0	0	PS	0	0	0	0										
EE	2,300,000	0	0	2,300,000	EE	2,300,000	0	0	2,300,000										
PSD	0	0	0	0	PSD	0	0	0	0										
TRF	0	0	0	0	TRF	0	0	0	0										
Total	<u>2,300,000</u>	<u>0</u>	<u>0</u>	<u>2,300,000</u>	Total	<u>2,300,000</u>	<u>0</u>	<u>0</u>	<u>2,300,000</u>										
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Est. Fringe</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> </tr> </table>					Est. Fringe	0	0	0	0	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Est. Fringe</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> <td style="width: 20%; text-align: center;">0</td> </tr> </table>					Est. Fringe	0	0	0	0
Est. Fringe	0	0	0	0															
Est. Fringe	0	0	0	0															
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>														
Other Funds:					Other Funds:														
2. THIS REQUEST CAN BE CATEGORIZED AS:																			
<input type="checkbox"/> New Legislation			<input type="checkbox"/> New Program			<input type="checkbox"/> Fund Switch													
<input type="checkbox"/> Federal Mandate			<input type="checkbox"/> Program Expansion			<input type="checkbox"/> Cost to Continue													
<input type="checkbox"/> GR Pick-Up			<input type="checkbox"/> Space Request			<input type="checkbox"/> Equipment Replacement													
<input type="checkbox"/> Pay Plan			<input checked="" type="checkbox"/> Other: <u>Increase to publish election notices in FY19</u>																
3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.																			
Missouri Constitution, Article XII, Section 2(b) and 116.260 RSMo require the Secretary of State to publish the full text of each statewide ballot measure in local newspapers prior to an election. Additional funds are required to cover the cost of publishing the measures in local newspapers, which provides Missouri voters with necessary material to make informed voting choices. This request will allow the State to meet its constitutional and statutory obligations during FY21.																			

NEW DECISION ITEM																																																																																																													
RANK: <u>5</u>		OF <u>10</u>																																																																																																											
Department: Secretary of State				Budget Unit <u>23151C</u>																																																																																																									
Division: Elections																																																																																																													
DI Name: Elections Public Notice				DI#: <u>1231001</u>		House Bill		<u>12.080</u>																																																																																																					
<p>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</p> <p>The cost is dependent on the number of measures placed on the ballot by initiative petition or by joint resolution of the General Assembly and the length of the full text. It is not possible to predict the number of ballot issues in a given year or the length of each initiative petition's full text. This request is for an increase to the appropriation which allows for timely payment to participating newspapers if additional issues are brought to the voters. This decision item is necessary to have funds available to cover the costs of additional ballot measures.</p> <p>Actual expenditures and number of ballot issues: FY2007 - \$1,158,155 - 6 FY2013 - \$2,165,100 - 5 FY2017 - \$2,341,601 - 6 FY2009 - \$1,349,126 - 5 FY2015 - \$1,062,547 - 9 FY2019 - \$5,826,605 - 8 FY2011 - \$1,020,281 - 6</p>																																																																																																													
<p>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Object Class/Job Class</th> <th style="text-align: center;">Dept Req GR DOLLARS</th> <th style="text-align: center;">Dept Req GR FTE</th> <th style="text-align: center;">Dept Req FED DOLLARS</th> <th style="text-align: center;">Dept Req FED FTE</th> <th style="text-align: center;">Dept Req OTHER DOLLARS</th> <th style="text-align: center;">Dept Req OTHER FTE</th> <th style="text-align: center;">Dept Req TOTAL DOLLARS</th> <th style="text-align: center;">Dept Req TOTAL FTE</th> <th style="text-align: center;">Dept Req One-Time DOLLARS</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td>Total PS</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Professional Services (BOBC 400)</td> <td style="text-align: right;">2,300,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">2,300,000</td> <td></td> <td style="text-align: right;">2,300,000</td> </tr> <tr> <td>Total EE</td> <td style="text-align: right;">2,300,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">2,300,000</td> <td></td> <td style="text-align: right;">2,300,000</td> </tr> <tr> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td>Total PSD</td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Total TRF</td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Grand Total</td> <td style="text-align: right;">2,300,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">2,300,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">2,300,000</td> </tr> </tbody> </table>										Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS								0	0.0									0	0.0		Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	Professional Services (BOBC 400)	2,300,000						2,300,000		2,300,000	Total EE	2,300,000		0		0		2,300,000		2,300,000		0				0		0			Total PSD	0		0		0		0		0	Total TRF	0		0		0		0		0	Grand Total	2,300,000	0.0	0	0.0	0	0.0	2,300,000	0.0	2,300,000
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS																																																																																																				
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Total TRF	0		0		0		0		0																																																																																																				
Grand Total	2,300,000	0.0	0	0.0	0	0.0	2,300,000	0.0	2,300,000																																																																																																				

NEW DECISION ITEM RANK: 5 OF 10									
Department: Secretary of State					Budget Unit 23151C				
Division: Elections									
DI Name: Elections Public Notice			DI#: 1231001		House Bill 12.080				

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services (BOBC 400)	2,300,000						2,300,000		2,300,000
Total EE	2,300,000		0		0		2,300,000		2,300,000
	0		0		0		0		0
Total PSD	0		0		0		0		0
	0		0		0		0		0
Total TRF	0		0		0		0		0
Grand Total	2,300,000	0.0	0	0.0	0	0.0	2,300,000	0.0	2,300,000

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure. Additional funding will permit the Secretary of State to meet statutory requirements to inform voters of the proposed changes to the state Constitution and/or state statutes.	6b. Provide an efficiency measure. Publishing requirements will be met according to the state Constitution and state statutes.
6c. Provide the number of clients/individuals served, if applicable. All registered Missouri voters.	6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:
 The Secretary of State will comply with state statutes relating to publication of statewide ballot measures.

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTIONS PUBLIC NOTICE								
Inc. Elections Public Notice - 1231001								
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,300,000	0.00	2,300,000	0.00
TOTAL - EE	0	0.00	0	0.00	2,300,000	0.00	2,300,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$2,300,000	0.00	\$2,300,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$2,300,000	0.00	\$2,300,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23148C
Division	Elections	HB Section	12.085
Core	Absentee Ballots		

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	27,000	0	0	27,000
PSD	43,000	0	0	43,000
TRF	0	0	0	0
Total	70,000	0	0	70,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	27,000	0	0	27,000
PSD	43,000	0	0	43,000
TRF	0	0	0	0
Total	70,000	0	0	70,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

115.285, RSMo. requires mailing envelopes used for returning ballots to local election authorities (LEAs) to incorporate a business reply permit so that no ballot, returned by mail, requires postage. Moreover, Missouri law requires that all fees and costs for establishing and maintaining the business reply permit be covered by the Secretary of State. This core is to allow the Elections Division to pay LEAs for using business reply permits on absentee envelopes returned by voters in accordance with Missouri law.

3. PROGRAM LISTING (list programs included in this core funding)

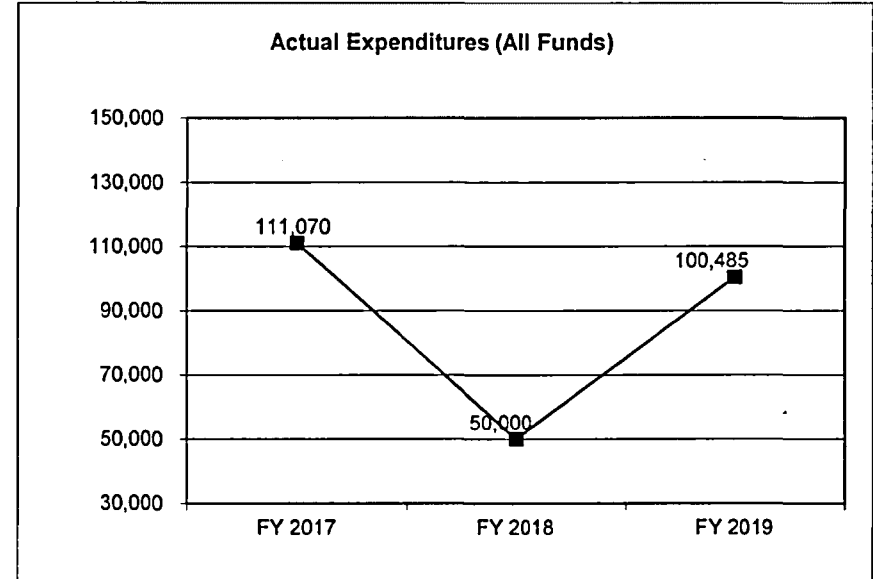
Absentee Ballots

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23148C
Division	Elections		
Core	Absentee Ballots	HB Section	12.085

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	190,000	50,000	125,000	70,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	190,000	50,000	125,000	N/A
Actual Expenditures (All Funds)	111,070	50,000	100,485	N/A
Unexpended (All Funds)	78,930	0	24,515	N/A
Unexpended, by Fund:				
General Revenue	78,930	0	24,515	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
ABSENTEE BALLOTS**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	0.00	70,000	0	0	70,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	0.00	70,000	0	0	70,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	27,000	0	0	27,000	
	PD	0.00	43,000	0	0	43,000	
	Total	0.00	70,000	0	0	70,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
ABSENTEE BALLOTS									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	27,000	0.00	27,000	0.00	27,000	0.00	0.00
TOTAL - EE	0	0.00	27,000	0.00	27,000	0.00	27,000	0.00	0.00
PROGRAM-SPECIFIC									
GENERAL REVENUE	100,485	0.00	43,000	0.00	43,000	0.00	43,000	0.00	0.00
TOTAL - PD	100,485	0.00	43,000	0.00	43,000	0.00	43,000	0.00	0.00
TOTAL	100,485	0.00	70,000	0.00	70,000	0.00	70,000	0.00	0.00
Inc. Absentee Ballots - 1231003									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	5,000	0.00	5,000	0.00	0.00
TOTAL - EE	0	0.00	0	0.00	5,000	0.00	5,000	0.00	0.00
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	0	0.00	75,000	0.00	75,000	0.00	0.00
TOTAL - PD	0	0.00	0	0.00	75,000	0.00	75,000	0.00	0.00
TOTAL	0	0.00	0	0.00	80,000	0.00	80,000	0.00	0.00
GRAND TOTAL	\$100,485	0.00	\$70,000	0.00	\$150,000	0.00	\$150,000	0.00	0.00

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im_disummary

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ABSENTEE BALLOTS								
CORE								
SUPPLIES	0	0.00	27,000	0.00	27,000	0.00	27,000	0.00
TOTAL - EE	0	0.00	27,000	0.00	27,000	0.00	27,000	0.00
PROGRAM DISTRIBUTIONS	100,485	0.00	43,000	0.00	43,000	0.00	43,000	0.00
TOTAL - PD	100,485	0.00	43,000	0.00	43,000	0.00	43,000	0.00
GRAND TOTAL	\$100,485	0.00	\$70,000	0.00	\$70,000	0.00	\$70,000	0.00
GENERAL REVENUE	\$100,485	0.00	\$70,000	0.00	\$70,000	0.00	\$70,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.085

Program Name Elections

Program is found in the following core budget(s): Absentee Ballots

1a. What strategic priority does this program address?

The priority for this program is to assure that the Secretary of State's office can be in compliance with the requirements of 115.285, RSMo.

1b. What does this program do?

This program allows voters to return their absentee ballots to their local election authority at no expense to the voter. The local election authority prints a business reply permit on absentee ballot envelopes. The Secretary of State, through this appropriation and in compliance with the requirements of 115.285, RSMo, reimburses the local election authority for the expenses incurred.

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

116 local election authorities and thousands Missouri voters who cast absentee ballots.

In Calendar Year 2008, 344,199 absentee ballots were cast.

In Calendar Year 2010, 173,639 absentee ballots were cast.

In Calendar Year 2012, 271,972 absentee ballots were cast.

In Calendar Year 2014, 137,006 absentee ballots were cast.

In Calendar Year 2016, 417,096 absentee ballots were cast.

In Calendar Year 2018, 296,251 absentee ballots were cast.

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

The quality measure of this program is to allow a voter to return their absentee ballot without personally incurring the cost of postage.

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

Missouri law provides for a six (6) week period during which voters who will be unable to vote in-person can do so utilizing the absentee ballot process.

During the last six general elections, 1,640,163 absentee ballots were cast. Through this program, voters returning their absentee ballots via the mail are not required to cover the costs of postage.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.085

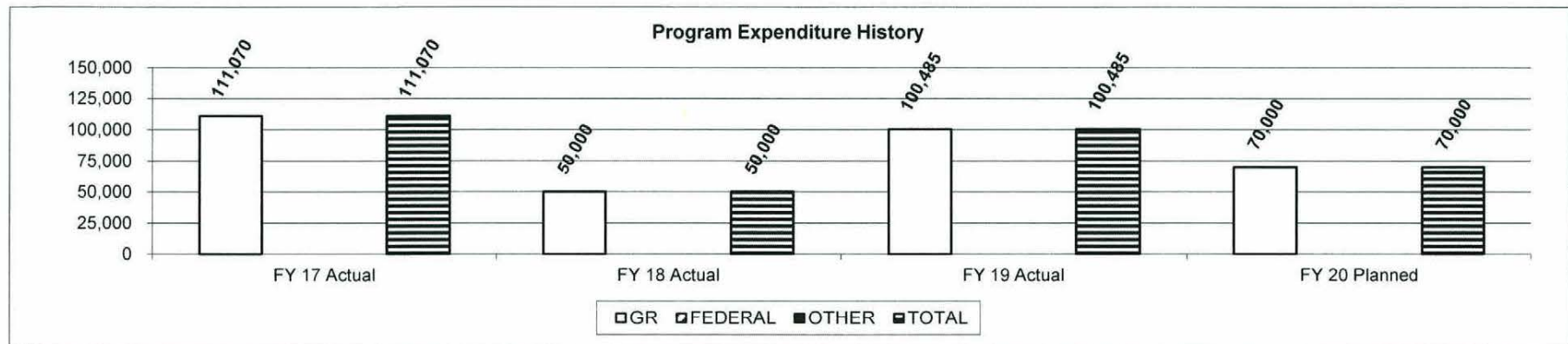
Program Name Elections

Program is found in the following core budget(s): Absentee Ballots

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

Voters are able to automatically return their ballot without covering the cost of postage. Usage is tracked by local election authorities and payments to LEAs are made, if possible, within 10 days of submission date of their reimbursement request, based on appropriation authority.

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?

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

Section 115.285, RSMo

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

No

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

No

NEW DECISION ITEM									
RANK: <u>7</u>					OF <u>10</u>				
Department: Secretary of State					Budget Unit <u>23148C</u>				
Division: Elections									
DI Name: Absentee Ballots					DI#: 1231003				
					HB Section <u>12.085</u>				
1. AMOUNT OF REQUEST									
FY 2021 Budget Request					FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	5,000	0	0	5,000	EE	5,000	0	0	5,000
PSD	75,000	0	0	75,000	PSD	75,000	0	0	75,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	80,000	0	0	80,000	Total	80,000	0	0	80,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<u>Est. Fringe</u>	0	0	0	0	<u>Est. Fringe</u>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				
2. THIS REQUEST CAN BE CATEGORIZED AS:									
<u> </u> New Legislation			<u> </u> New Program			<u> </u> Fund Switch			
<u> </u> Federal Mandate			<u> </u> Program Expansion			<u> </u> Cost to Continue			
<u> </u> GR Pick-Up			<u> </u> Space Request			<u> </u> Equipment Replacement			
<u> </u> Pay Plan			<u> </u> Other: <u> </u>			<u> </u> Mandated by 115.285 RSMo			
<u> </u> x									
3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.									
<p>115.285, RSMo. requires mailing envelopes used for returning ballots to local election authorities (LEAs) to incorporate a business reply permit so that no ballot, returned by mail, requires postage. Moreover, Missouri law requires that all fees and costs for establishing and maintaining the business reply permit be covered by the Secretary of State. This program allows for voters to return their absentee ballots to their LEA at no expense to the voter.</p>									

NEW DECISION ITEM															
RANK: <u>7</u>				OF <u>10</u>											
Department: Secretary of State				Budget Unit <u>23148C</u>											
Division: Elections															
DI Name: Absentee Ballots				DI#: 1231003											
				HB Section <u>12.085</u>											
4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)															
<p>As a result of the cyclical nature of elections, the expense of this program will increase in FY21 from the current fiscal year. In FY17, there was a primary election as well as general election held for both Federal and State races, including a major presidential election. FY21 will include those same races. Expenditures have increased due to an increase in postage. All 116 election jurisdictions are eligible for absentee postage reimbursement under 115.285 RSMo.</p> <p>Actual expenditures in odd-numbered fiscal years:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">FY2009 - \$115,672</td> <td style="width: 50%;">FY2015 - \$57,517</td> </tr> <tr> <td>FY2011 - \$81,341</td> <td>FY2017 - \$111,070</td> </tr> <tr> <td>FY2013 - \$96,534</td> <td>FY2019 - \$100,485</td> </tr> </table>										FY2009 - \$115,672	FY2015 - \$57,517	FY2011 - \$81,341	FY2017 - \$111,070	FY2013 - \$96,534	FY2019 - \$100,485
FY2009 - \$115,672	FY2015 - \$57,517														
FY2011 - \$81,341	FY2017 - \$111,070														
FY2013 - \$96,534	FY2019 - \$100,485														
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.															
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS						
							0	0.0							
							0	0.0							
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0						
Supplies (BOBC 190)	5,000		0		0		5,000		5,000						
	5,000		0		0		5,000		5,000						
Total EE															
Program Distributions (BOBC 800)	75,000		0		0		75,000		75,000						
Total PSD	75,000		0		0		75,000		75,000						
Total TRF	0		0		0		0		0						
Grand Total	80,000	0.0	0	0.0	0	0.0	80,000	0.0	80,000						

NEW DECISION ITEM										
RANK: <u>7</u> OF <u>10</u>										
Department: Secretary of State					Budget Unit <u>23148C</u>					
Division: Elections										
DI Name: Absentee Ballots					DI#: 1231003					
					HB Section <u>12.085</u>					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	
							0	0.0		
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0		0
Supplies (BOBC 190)	5,000						5,000			5,000
Total EE	5,000		0		0		5,000			5,000
Program Distributions (BOBC 800)	75,000				0		75,000			75,000
Total PSD	75,000		0		0		75,000			75,000
Total TRF	0		0		0		0			0
Grand Total	80,000	0.0	0	0.0	0	0.0	80,000	0.0		80,000

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

<p>6a. Provide an effectiveness measure. Additional funding will ensure that voters incur no expense to vote absentee by mail.</p>	<p>6b. Provide an efficiency measure. Payments to local election authorities are made, if possible, within 10 days of submission date.</p>
<p>6c. Provide the number of clients/individuals served, if applicable. Qualified registered Missouri voters</p>	<p>6d. Provide a customer satisfaction measure, if available.</p>

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:
The Secretary of State, through this appropriation, reimburses the local election authorities for the expenses incurred.

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ABSENTEE BALLOTS								
Inc. Absentee Ballots - 1231003								
SUPPLIES	0	0.00	0	0.00	5,000	0.00	5,000	0.00
TOTAL - EE	0	0.00	0	0.00	5,000	0.00	5,000	0.00
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	75,000	0.00	75,000	0.00
TOTAL - PD	0	0.00	0	0.00	75,000	0.00	75,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$80,000	0.00	\$80,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$80,000	0.00	\$80,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23154C
Division	Elections		
Core	Election Costs Transfer	HB Section	12.095

1. CORE FINANCIAL SUMMARY

	FY 2019 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	4,284,000	0	0	4,284,000
Total	4,284,000	0	0	4,284,000
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2019 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	4,284,000	0	0	4,284,000
Total	4,284,000	0	0	4,284,000
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

115.077 RSMo. requires the commissioner of of the office of administration to transfer from general revenue to the Election Administration Improvement Fund an amount not less than the amount expended in the fiscal year that ended June 30, 2000, which was \$4,284,000. A law change that went into effect on 1/1/19 changed the receipt of this transfer from the Elections Subsidy Fund to the Election Administration Improvement Fund.

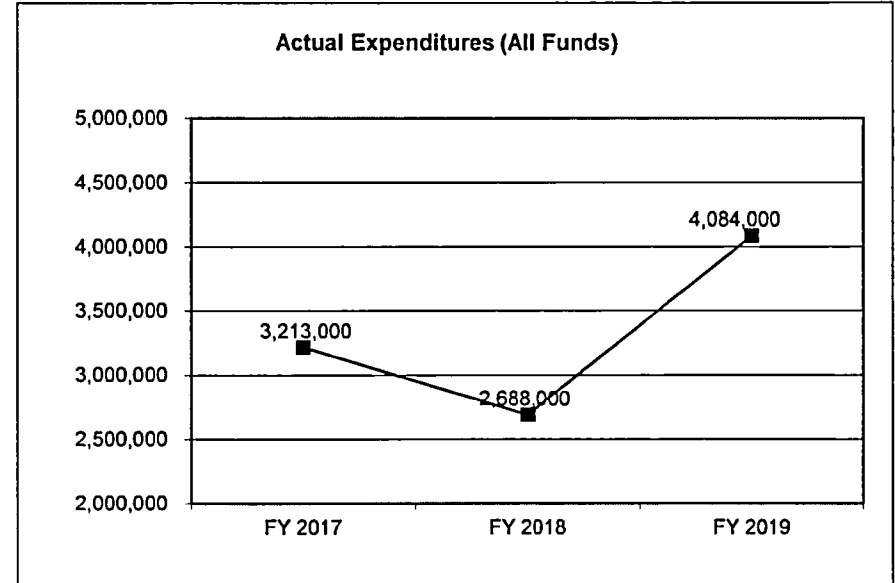
3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23154C
Division	Elections		
Core	Election Costs Transfer	HB Section	12.095

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	4,284,000	3,584,000	4,084,000	9,784,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)				N/A
Budget Authority (All Funds)	4,284,000	3,584,000	4,084,000	9,784,000
Actual Expenditures (All Funds)	3,213,000	2,688,000	4,084,000	N/A
Unexpended (All Funds)	1,071,000	896,000	0	N/A
Unexpended, by Fund:				
General Revenue	1,071,000	896,000	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES: In FY17, the fourth quarter allotment of \$1,071,000 was restricted; therefore, could not be used.
In FY17, the fourth quarter allotment of \$896,000 was restricted; therefore, could not be used.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE ELECTION COSTS TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	9,784,000	0	0	9,784,000	
	Total	0.00	9,784,000	0	0	9,784,000	
DEPARTMENT CORE ADJUSTMENTS							
1x Expenditures	1597 T107 TRF	0.00	(5,500,000)	0	0	(5,500,000)	
NET DEPARTMENT CHANGES		0.00	(5,500,000)	0	0	(5,500,000)	
DEPARTMENT CORE REQUEST							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	0.00	4,284,000	0	0	4,284,000	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	0.00	4,284,000	0	0	4,284,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
ELECTION COSTS TRANSFER									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	4,084,000	0.00	9,784,000	0.00	4,284,000	0.00	4,284,000	0.00	
TOTAL - TRF	4,084,000	0.00	9,784,000	0.00	4,284,000	0.00	4,284,000	0.00	
TOTAL	4,084,000	0.00	9,784,000	0.00	4,284,000	0.00	4,284,000	0.00	
Inc. Elections Cost Transfer - 1231002									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	3,816,000	0.00	3,816,000	0.00	
TOTAL - TRF	0	0.00	0	0.00	3,816,000	0.00	3,816,000	0.00	
TOTAL	0	0.00	0	0.00	3,816,000	0.00	3,816,000	0.00	
GRAND TOTAL	\$4,084,000	0.00	\$9,784,000	0.00	\$8,100,000	0.00	\$8,100,000	0.00	

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	4,084,000	0.00	9,784,000	0.00	4,284,000	0.00	4,284,000	0.00
TOTAL - TRF	4,084,000	0.00	9,784,000	0.00	4,284,000	0.00	4,284,000	0.00
GRAND TOTAL	\$4,084,000	0.00	\$9,784,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00
GENERAL REVENUE	\$4,084,000	0.00	\$9,784,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State	HB Section(s): 12.095
Program Name Election Costs Transfer	
Program is found in the following core budget(s) Elections	

1. What does this program do?

Per 115.063, RSMo. the State must pay proportional costs for all elections involving a statewide candidate, statewide issue, state senator, or state representative. The number of special elections called in a fiscal year is contingent upon the number of vacancies and thus is unknown. Additionally, 115.077 RSMo. requires the Secretary of State to transfer from general revenue to the state election subsidy an amount not less than that expended in the fiscal year that ended June 30, 2000, which was \$4,284,000.

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

Sections 115.063 and 115.077 RSMo.

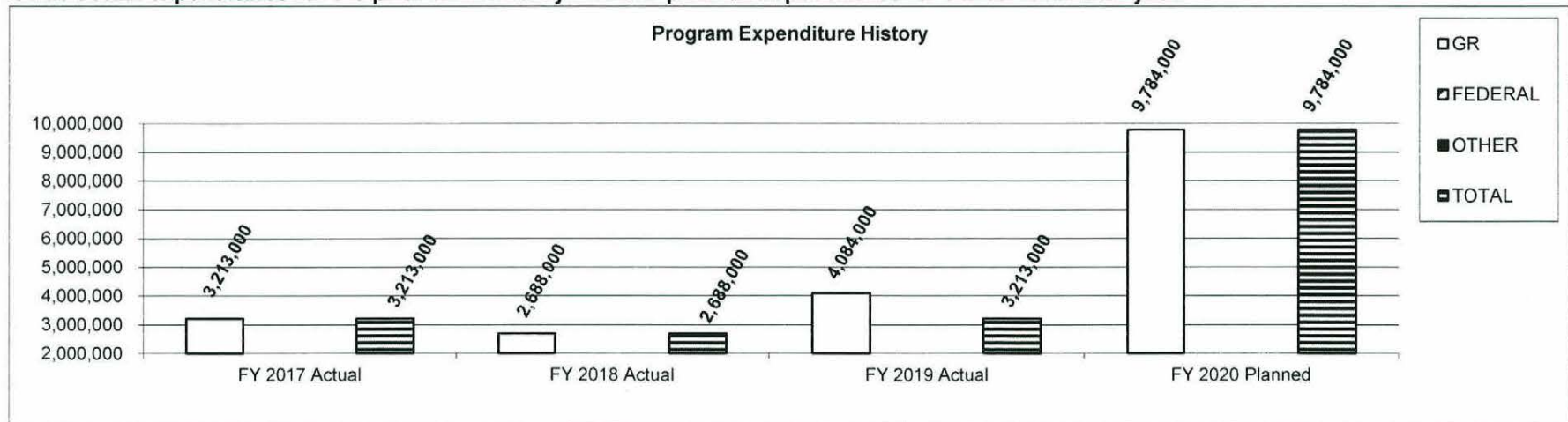
3. Are there federal matching requirements? If yes, please explain.

No.

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

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department	Secretary of State	HB Section(s):	12.095
Program Name	Election Costs Transfer		
Program is found in the following core budget(s)	Elections		
<p>6. What are the sources of the "Other" funds?</p> <p>7a. Provide an effectiveness measure. Compliance with the requirements of 115.077 RSMo.</p> <p>7b. Provide an efficiency measure. N/A</p> <p>7c. Provide the number of clients/individuals served, if applicable. N/A</p> <p>7d. Provide a customer satisfaction measure, if available. N/A</p>			

NEW DECISION ITEM
RANK: 6 OF 10

Department Secretary of State	Budget Unit 23154C
Division Elections	
DI Name Election Cost Transfer Increase DI#1231002	HB Section 12.095

1. AMOUNT OF REQUEST

	FY 2021 Budget Request				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	3,816,000	0	0	3,816,000	
Total	3,816,000	0	0	3,816,000	

FTE 0.00 0.00 0.00 0.00

Est. Fringe 0 0 0 0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	3,816,000	0	0	3,816,000	
Total	3,816,000	0	0	3,816,000	

FTE 0.00 0.00 0.00 0.00

Est. Fringe 0 0 0 0

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: RSMo 115.063	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

SB 592, passed in 2018, revised 115.063.2 RSMo, which now states, "All costs of elections involving a statewide candidate or statewide issue and all costs of elections involving candidates for state senator or state representative shall be paid by the state, except that if a political subdivision or special district holds an election on the same day, the costs shall be shared proportionately by the state and the political subdivisions and special districts affected." Based on research of previous elections, this Office anticipates paying approximately 45% of the cost for the August 2020 and November 2020 elections.

NEW DECISION ITEM
RANK: 6 OF 10

Department Secretary of State	Budget Unit 23154C
Division Elections	
DI Name Election Cost Transfer Increase DI#1231002	HB Section 12.095

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The SOS anticipates that the state's proportionate share of the election costs will be approximately 45% of the overall cost of the election. The Secretary of State anticipates the Presidential Preference Primary will cost approximately \$9,000,000. Using that number as a guide, each election (August and November) will cost the state of Missouri approximately \$4,050,000. Because there will be a primary and general election, the cost of the two elections is estimated to be \$8,100,000. The Secretary of State has a core transfer of \$4,284,000. The difference between the two is \$3,816,000, the amount being requested in this new decision item.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
							0			
							0			
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers	3,816,000						3,816,000		3,816,000	
Total TRF	3,816,000		0		0		3,816,000		3,816,000	
Grand Total	3,816,000	0.0	0	0.0	0	0.0	3,816,000	0.0	3,816,000	

NEW DECISION ITEM
RANK: 6 OF 10

Department Secretary of State				Budget Unit		23154C				
Division Elections										
DI Name Election Cost Transfer Increase		DI#1231002		HB Section		12.095				
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	
		GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	Gov Rec
Budget Object Class/Job Class		DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	One-Time
										DOLLARS
										E
								0		
								0	0.0	
Total PS		0	0.0	0	0.0	0	0.0	0	0.0	0
								0		
								0		
								0		
								0		
Total EE		0		0		0		0		0
Program Distributions								0		
Total PSD		0		0		0		0		0
Transfers		3,816,000						3,816,000		3,816,000
Total TRF		3,816,000		0		0		3,816,000		3,816,000
Grand Total		3,816,000	0.0	0	0.0	0	0.0	3,816,000	0.0	3,816,000

NEW DECISION ITEM
RANK: 6 OF 10

Department <u>Secretary of State</u>	Budget Unit <u>23154C</u>
Division <u>Elections</u>	
DI Name <u>Election Cost Transfer Increase</u> DI# <u>1231002</u>	HB Section <u>12.095</u>

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an activity measure(s) for the program.

6b. Provide a measure(s) of the program's quality.

6c. Provide a measure(s) of the program's impact.

6d. Provide a measure(s) of the program's efficiency.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION COSTS TRANSFER								
Inc. Elections Cost Transfer - 1231002								
TRANSFERS OUT	0	0.00	0	0.00	3,816,000	0.00	3,816,000	0.00
TOTAL - TRF	0	0.00	0	0.00	3,816,000	0.00	3,816,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,816,000	0.00	\$3,816,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$3,816,000	0.00	\$3,816,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

CORE DECISION ITEM

Department Secretary of State
Division Elections
Core Federal Election Reform

Budget Unit 23153C
HB Section 12.090

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	3,493,159	3,854,661	7,347,820
PSD	0	3,744,104	12,258,571	16,002,675
TRF	0	0	0	0
Total	0	7,237,263	16,113,232	23,350,495
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Funds originally transferred in from General Revenue

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	3,493,159	3,854,661	7,347,820
PSD	0	3,744,104	12,258,571	16,002,675
TRF	0	0	0	0
Total	0	7,237,263	16,113,232	23,350,495
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Funds originally transferred in from General Revenue

2. CORE DESCRIPTION

This federal program provides funds to states to improve the administration of elections. This includes improving access to the elections process to those with disabilities, maintaining a statewide voter registration database with access by all local election authorities, and creating voter education and poll worker training programs. Federal funds have been received through guidelines of the United States Elections Assistance Commission (EAC) and interest has accrued. Prior to FY20, a transfer from the Elections Subsidy Fund was made annually that provided for federally required matching for maintenance requirements and supported other Help America Vote Act activities. Beginning in FY20, that annual transfer will now come directly from General Revenue and all special elections, as well as federally required matching for maintenance requirements, will be paid from this appropriation.

3. PROGRAM LISTING (list programs included in this core funding)

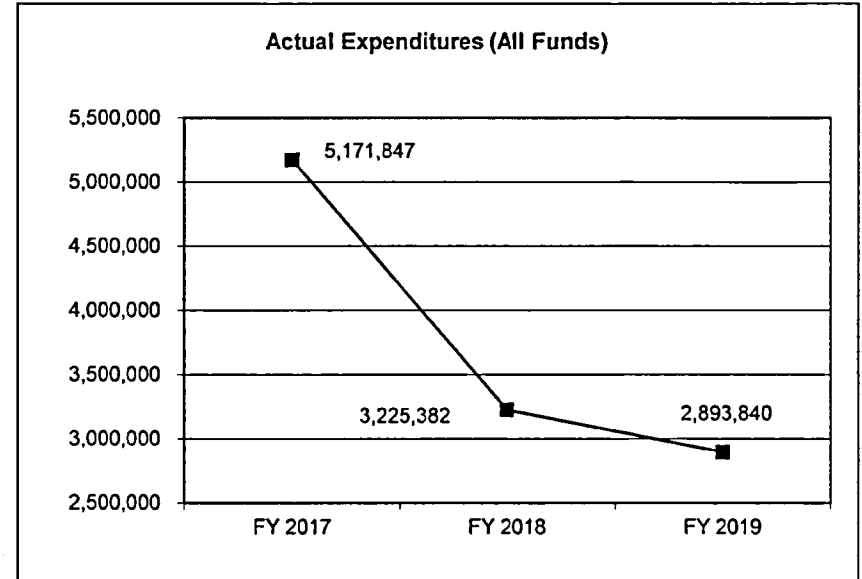
Federal Election Reform

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23153C
Division	Elections		
Core	Federal Election Reform	HB Section	12.090

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	9,016,495	9,016,495	14,016,495	23,400,495
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	9,016,495	9,016,495	14,016,495	23,400,495
Actual Expenditures (All Funds)	5,171,847	3,225,382	2,893,840	N/A
Unexpended (All Funds)	3,844,648	5,791,113	11,122,655	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	2,123,548	1,989,008	7,004,106	N/A
Other	1,721,100	3,802,105	4,118,549	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL ELECTION REFORM

5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES										
				EE	0.00	0	7,392,830	0	7,392,830	
				PD	0.00	0	16,007,665	0	16,007,665	
				Total	0.00	0	23,400,495	0	23,400,495	
DEPARTMENT CORE ADJUSTMENTS										
Core Reduction	362	6810		EE	0.00	0	(45,010)	0	(45,010)	
Core Reduction	362	6810		PD	0.00	0	(4,990)	0	(4,990)	
NET DEPARTMENT CHANGES					0.00	0	(50,000)	0	(50,000)	
DEPARTMENT CORE REQUEST										
				EE	0.00	0	7,347,820	0	7,347,820	
				PD	0.00	0	16,002,675	0	16,002,675	
				Total	0.00	0	23,350,495	0	23,350,495	
GOVERNOR'S RECOMMENDED CORE										
				EE	0.00	0	7,347,820	0	7,347,820	
				PD	0.00	0	16,002,675	0	16,002,675	
				Total	0.00	0	23,350,495	0	23,350,495	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
FEDERAL ELECTION REFORM									
CORE									
EXPENSE & EQUIPMENT									
ELECTION ADMIN IMPROVEMENT	1,476,968	0.00	7,347,820	0.00	7,347,820	0.00	7,347,820	0.00	0.00
ELECTION IMPROV REVOLVING LOAN	0	0.00	45,010	0.00	0	0.00	0	0.00	0.00
TOTAL - EE	1,476,968	0.00	7,392,830	0.00	7,347,820	0.00	7,347,820	0.00	0.00
PROGRAM-SPECIFIC									
ELECTION ADMIN IMPROVEMENT	1,416,872	0.00	16,002,675	0.00	16,002,675	0.00	16,002,675	0.00	0.00
ELECTION IMPROV REVOLVING LOAN	0	0.00	4,990	0.00	0	0.00	0	0.00	0.00
TOTAL - PD	1,416,872	0.00	16,007,665	0.00	16,002,675	0.00	16,002,675	0.00	0.00
TOTAL	2,893,840	0.00	23,400,495	0.00	23,350,495	0.00	23,350,495	0.00	0.00
GRAND TOTAL	\$2,893,840	0.00	\$23,400,495	0.00	\$23,350,495	0.00	\$23,350,495	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL ELECTION REFORM								
CORE								
TRAVEL, IN-STATE	4,862	0.00	4,500	0.00	4,500	0.00	4,500	0.00
TRAVEL, OUT-OF-STATE	7,495	0.00	2,501	0.00	2,501	0.00	2,501	0.00
FUEL & UTILITIES	0	0.00	12,000	0.00	12,000	0.00	12,000	0.00
SUPPLIES	14,249	0.00	128,720	0.00	83,810	0.00	83,810	0.00
PROFESSIONAL DEVELOPMENT	45,196	0.00	4,001	0.00	4,001	0.00	4,001	0.00
COMMUNICATION SERV & SUPP	62,699	0.00	103,000	0.00	103,000	0.00	103,000	0.00
PROFESSIONAL SERVICES	137,397	0.00	5,250,100	0.00	5,250,000	0.00	5,250,000	0.00
M&R SERVICES	1,113,023	0.00	1,800,000	0.00	1,800,000	0.00	1,800,000	0.00
COMPUTER EQUIPMENT	87,790	0.00	50,000	0.00	50,000	0.00	50,000	0.00
OFFICE EQUIPMENT	4,257	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	2	0.00	2	0.00	2	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	38,000	0.00	38,000	0.00	38,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	3	0.00	3	0.00	3	0.00
MISCELLANEOUS EXPENSES	0	0.00	2	0.00	2	0.00	2	0.00
TOTAL - EE	1,476,968	0.00	7,392,830	0.00	7,347,820	0.00	7,347,820	0.00
PROGRAM DISTRIBUTIONS	1,416,872	0.00	16,007,663	0.00	16,002,674	0.00	16,002,674	0.00
REFUNDS	0	0.00	2	0.00	1	0.00	1	0.00
TOTAL - PD	1,416,872	0.00	16,007,665	0.00	16,002,675	0.00	16,002,675	0.00
GRAND TOTAL	\$2,893,840	0.00	\$23,400,495	0.00	\$23,350,495	0.00	\$23,350,495	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$2,893,840	0.00	\$23,400,495	0.00	\$23,350,495	0.00	\$23,350,495	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.090

Program Name Federal Election Reform

Program is found in the following core budget(s): Elections

1a. What strategic priority does this program address?

Election efficiency and security

1b. What does this program do?

The Help America Vote Act of 2002 (HAVA) along with the 2018 HAVA Election Security Grants provided federal funds to states to improve the administration of elections, with the most recent grant having an emphasis on election security. The grants also included funding for upgrading equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities (LEAs), election improvements, and creating voter education and poll worker training programs.

With the passage of SB592 in 2018, all special election costs will now be paid from this appropriation.

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

A statewide voter registration database accessible to all election authorities was implemented and ongoing maintenance and enhancements are being made to better serve the needs of the LEAs; poll workers, including election judges, are receiving ongoing training to comply with HAVA regulations as well as changes in Missouri election laws; LEAs have been offered poll worker training; information on voter registration and polling place look up have been made available on the SOS website; complaint procedures have been implemented; initiative and referendum petitions submitted have been timely processed; \$3 million has been made available in the past three fiscal years for voter list maintenance activities.

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

The Secretary of State must comply with HAVA and state election laws to provide for the distribution and monitoring of federal funds, voter education, poll worker training, voting system qualification, maintenance of a statewide voter registration database, and other election related activities.

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

This program continues to assist 116 LEAs and over 4 million registered voters in the State of Missouri to continue to provide the resources to conduct elections.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.090

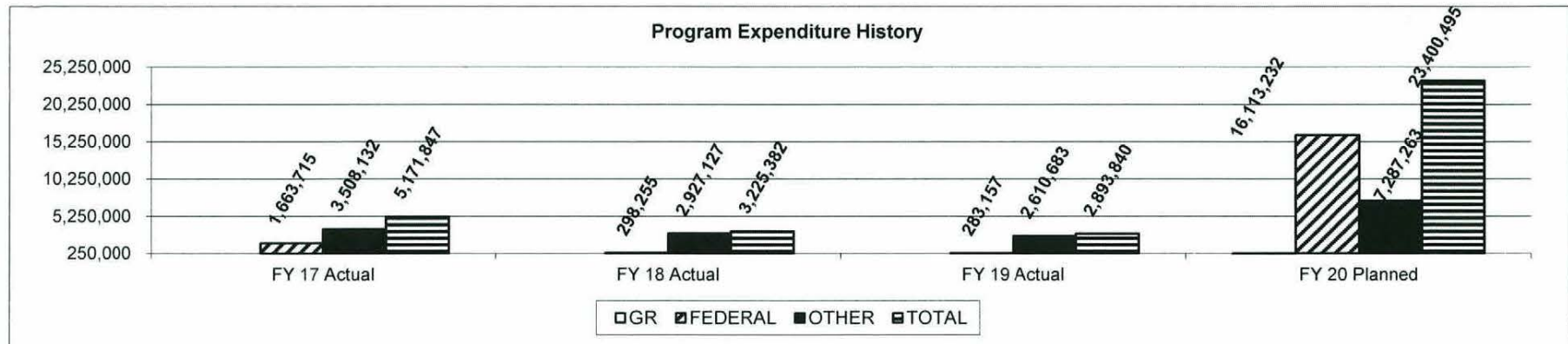
Program Name Federal Election Reform

Program is found in the following core budget(s): Elections

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

The disbursement of federal funds to LEAs in order to minimize the time elapsing between the request of funds from the state and subsequent disbursement to the election authority.

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?

Funds originally transferred in from General Revenue

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

HAVA Public Law and HB 511 (2003), as well as SB 592 (2018)

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

Yes. 5% match is required for HAVA Title II funds, as well as the Title 1 funds received in 2018. There is also a maintenance of effort requirement for Missouri to maintain expenditures for the Elections Division for the Office of the Secretary of State at the same level or greater than for the state fiscal year ending June 30, 2000.

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

Yes, it is mandated by HAVA Public Law, passed by Congress in 2002.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Records and Archives		
Core	Federal Grants	HB Section	12.100

1. CORE FINANCIAL SUMMARY

FY 2021 Budget Request					FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	2,915	0	2,915	EE	0	2,915	0	2,915
PSD	0	47,085	0	47,085	PSD	0	47,085	0	47,085
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	50,000	0	50,000	Total	0	50,000		50,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<i>Est. Fringe</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>Est. Fringe</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				

2. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification, preservation and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning of projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Program and the Missouri Historical Records Grant Program.

3. PROGRAM LISTING (list programs included in this core funding)

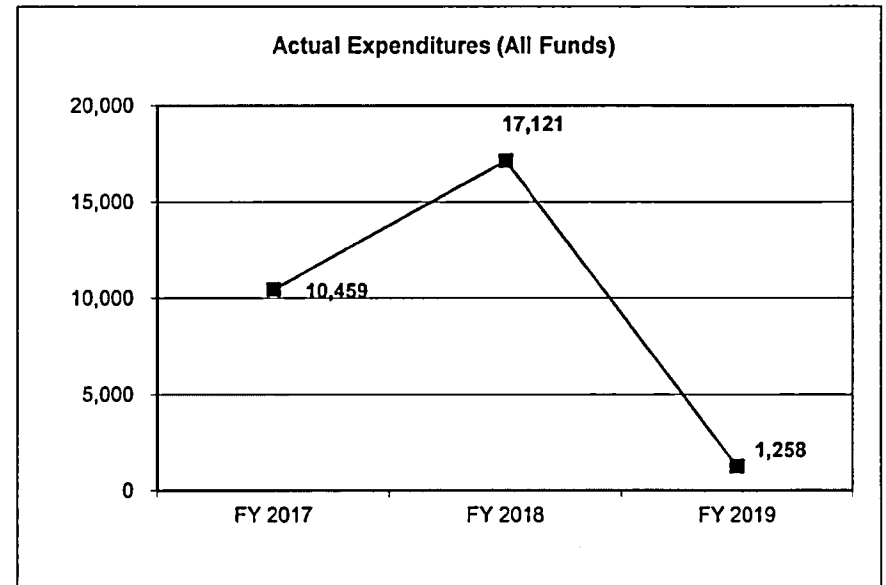
Missouri Historical Records Advisory Board (MHRAB)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Records and Archives		
Core	Federal Grants	HB Section	12.100

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	10,459	17,121	1,258	N/A
Unexpended (All Funds)	39,541	32,879	48,742	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	39,541	32,879	48,742	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL GRANTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	2,915	0	2,915	
	PD	0.00	0	47,085	0	47,085	
	Total	0.00	0	50,000	0	50,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	2,915	0	2,915	
	PD	0.00	0	47,085	0	47,085	
	Total	0.00	0	50,000	0	50,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	2,915	0	2,915	
	PD	0.00	0	47,085	0	47,085	
	Total	0.00	0	50,000	0	50,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
FEDERAL GRANTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE RECORDS-FED	1,258	0.00	2,915	0.00	2,915	0.00	2,915	0.00	0.00
TOTAL - EE	1,258	0.00	2,915	0.00	2,915	0.00	2,915	0.00	0.00
PROGRAM-SPECIFIC									
SECRETARY OF STATE RECORDS-FED	0	0.00	47,085	0.00	47,085	0.00	47,085	0.00	0.00
TOTAL - PD	0	0.00	47,085	0.00	47,085	0.00	47,085	0.00	0.00
TOTAL	1,258	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
GRAND TOTAL	\$1,258	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL GRANTS								
CORE								
TRAVEL, IN-STATE	1,058	0.00	2,560	0.00	2,560	0.00	2,560	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	200	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	0	0.00	341	0.00	341	0.00	341	0.00
TOTAL - EE	1,258	0.00	2,915	0.00	2,915	0.00	2,915	0.00
PROGRAM DISTRIBUTIONS	0	0.00	47,084	0.00	47,084	0.00	47,084	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	47,085	0.00	47,085	0.00	47,085	0.00
GRAND TOTAL	\$1,258	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$1,258	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.100

Program Name Records and Archives

Program is found in the following core budget(s): Federal Grants

1a. What strategic priority does this program address?

1b. What does this program do?

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification, preservation and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning of projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Program and the Missouri Historical Records Grant Program.

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

From FY15-FY19, the MHRAB and State of Missouri, with financial assistance from the National Historical Publications and Records Commission (NHPRC), have provided both professional development and public workshops with an archival focus at venues across the state. Topics have included genealogy, records digitization, electronic records management, disaster preparedness, reference services and oral history. Total registration at the 38 workshop offerings was 851.

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

Many individuals attended more than one of the workshops, in some cases attending three or more.

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

Since FY15, the MHRAB has provided workshops for 851 individuals from colleges/universities, historical societies, genealogical societies, local/state government, museums and religious organizations, as well as the general public.

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

Eight hundred fifty one (or eighty-eight percent) of the 965 available registrations in these 38 workshops were filled. Workshop attendance in urban areas tended to be higher.

PROGRAM DESCRIPTION

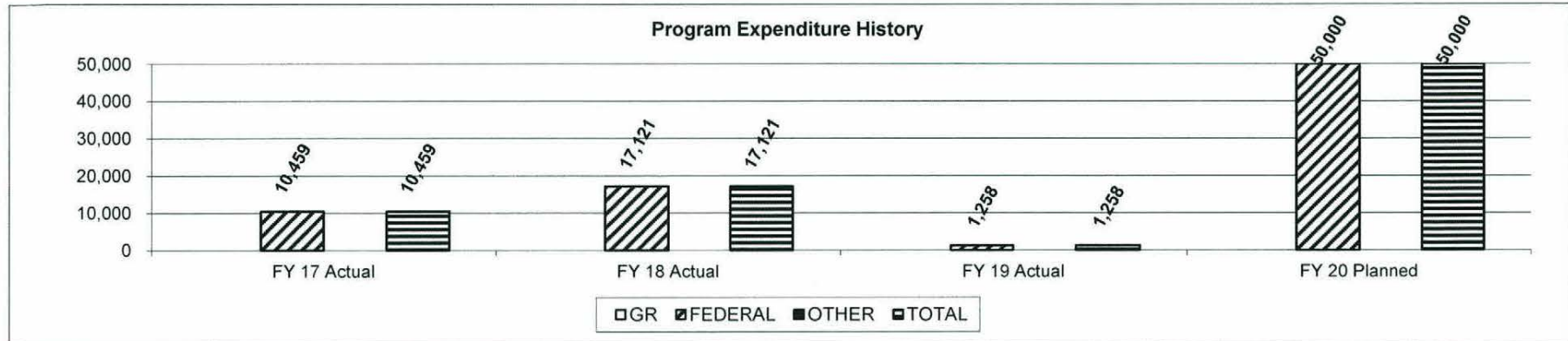
Department Secretary of State

HB Section(s): 12.100

Program Name Records and Archives

Program is found in the following core budget(s): Federal Grants

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



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

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

RSMo 109.221; Federal Statute, 44 USC 25; 36 CFR 1206.

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

Yes, there is a 50/50 match for NHPRC federal grants.

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

No. The federal government encourages states to have State Historical Record Advisory Boards and provides grant funding to those states who have boards.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23160C
Division	Records and Archives	HB Section	12.105
Core	Local Records Grants		

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
Total	0	0	400,000	400,000

FTE	0.00	0.00	0.00	0.00
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<i>Est. Fringe</i>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
Total	0	0	400,000	400,000

FTE	0.00	0.00	0.00	0.00
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<i>Est. Fringe</i>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Local Records Preservation (0577)

Other Funds: Local Records Preservation (0577)

2. CORE DESCRIPTION

Local Records Grants facilitate more secure storage of, and faster access to, records produced by local government entities (political subdivisions with taxing authority) to meet the information needs of public officials, private citizens, and general public interest. Public records security and access insures the preservation of public information of permanent intrinsic or historic value, and facilitates information access as required by state statutes, for both the record provider and the information seeker. Grant funds are available by means of dedicated user fees collected by county recorders of deeds. This fund provides financial resources beyond those of the awarded local entity to effectively maintain, manage, and preserve public records through sound records management policies and practices, archival preservation of long-term or historically significant records, as well as appropriate storage and access supplies.

3. PROGRAM LISTING (list programs included in this core funding)

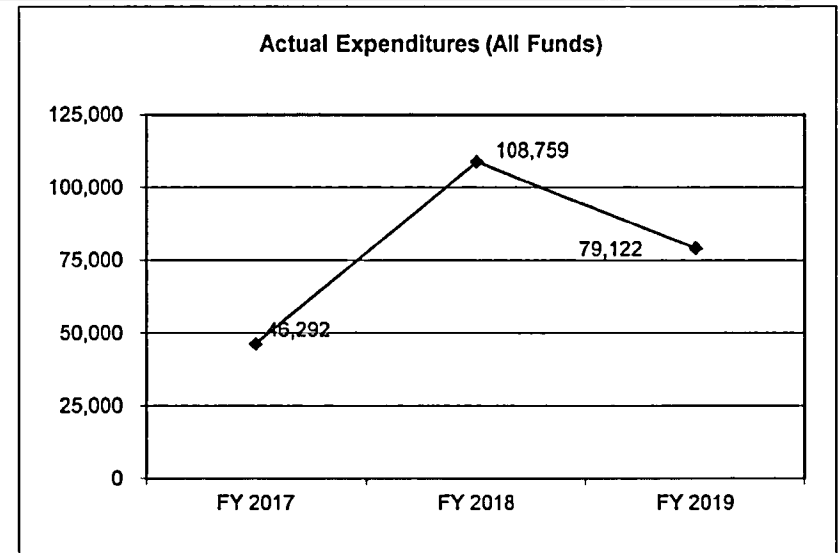
Local Records Preservation Grants

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23160C
Division	Records and Archives		
Core	Local Records Grants	HB Section	12.105

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	400,000	400,000	400,000	400,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	400,000	400,000	N/A
Actual Expenditures (All Funds)	46,292	108,759	79,122	N/A
Unexpended (All Funds)	353,708	291,241	320,878	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	353,708	291,241	320,878	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE**LOCAL RECORDS GRANTS**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
LOCAL RECORDS GRANTS									
CORE									
PROGRAM-SPECIFIC									
LOCAL RECORDS PRESERVATION	79,122	0.00	400,000	0.00	400,000	0.00	400,000	0.00	0.00
TOTAL - PD	79,122	0.00	400,000	0.00	400,000	0.00	400,000	0.00	0.00
TOTAL	79,122	0.00	400,000	0.00	400,000	0.00	400,000	0.00	0.00
GRAND TOTAL	\$79,122	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	79,122	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	79,122	0.00	400,000	0.00	400,000	0.00	400,000	0.00
GRAND TOTAL	\$79,122	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$79,122	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

PROGRAM DESCRIPTION	
Department Secretary of State	HB Section(s): 12.105
Program Name Records and Archives	
Program is found in the following core budget(s): Local Records Grants	
<p>1a. What strategic priority does this program address?</p> <p>1b. What does this program do?</p> <p>Local Records Preservation Grants provide local governments or political subdivisions with taxing authority, descriptive program/financial assistance and implementation guidance for approved records management and/or preservation projects.</p> <p>2a. Provide an activity measure(s) for the program.</p> <p>The Local Records Preservation Grant Program has funded 1,085 grants. These include 445 grants to 101 counties, 337 grants to 155 cities, 277 grants to 163 school districts, and an additional 26 grants were awarded to fire districts, water districts and other local government agencies. This total includes ongoing emergency grants made to Carter County to recover/stabilize and image records immersed in the courthouse flood of April 2017.</p> <p>2b. Provide a measure(s) of the program's quality.</p> <p>2c. Provide a measure(s) of the program's impact.</p> <p>The grant program provides funding, primarily, for reformatting records and improved storage. Through the program, local government records are imaged, and storage microfilm is created for storage in the Records and Archives Division microfilm vault. This is a best practice for preservation and disaster preparedness. Through FY19, 22,167 rolls of microfilm have been produced through the grant program. These rolls contain approximately 32.25 million pages of local government records.</p>	

PROGRAM DESCRIPTION

Department Secretary of State

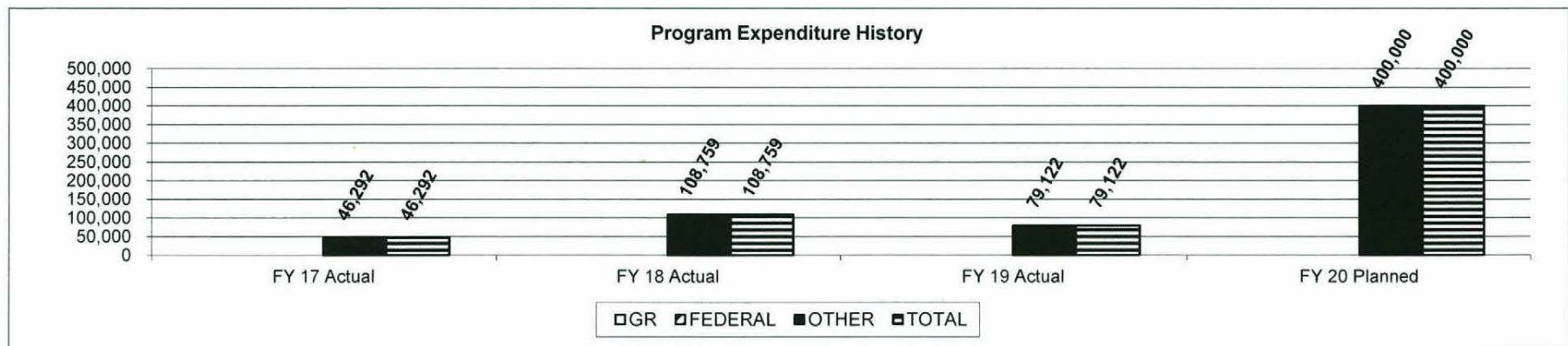
HB Section(s): 12.105

Program Name Records and Archives

Program is found in the following core budget(s): Local Records Grants

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

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?

Local Records Preservation Fund (0577)

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

RSMO 59.319, 109.220

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

No

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

No

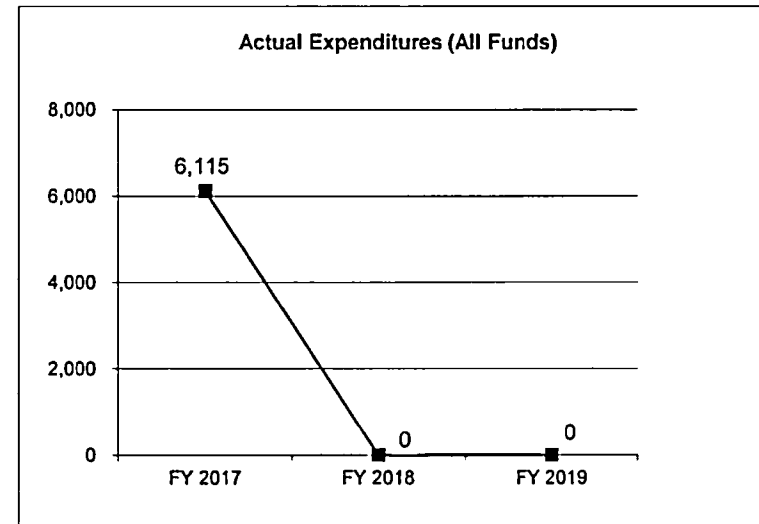
CORE DECISION ITEM									
Department	Secretary of State				Budget Unit	23157C			
Division	Records and Archives				HB Section	12.110			
Core	Document Preservation								
1. CORE FINANCIAL SUMMARY									
	FY 2021 Budget Request					FY 2021 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	2,000	2,000	EE	0	0	2,000	2,000
PSD	0	0	23,000	23,000	PSD	0	0	23,000	23,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	25,000	25,000	Total	0	0	25,000	25,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:	Document Preservation Fund (0836)				Other Funds:	Document Preservation Fund (0836)			
2. CORE DESCRIPTION									
<p>The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.</p>									
3. PROGRAM LISTING (list programs included in this core funding)									
Document Preservation Fund									

CORE DECISION ITEM

Department	<u>Secretary of State</u>	Budget Unit	<u>23157C</u>
Division	<u>Records and Archives</u>		
Core	<u>Document Preservation</u>	HB Section	<u>12.110</u>

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	25,000	25,000	25,000	25,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	25,000	25,000	25,000	N/A
Actual Expenditures (All Funds)	6,115	0	0	N/A
Unexpended (All Funds)	18,885	25,000	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	18,885	25,000	25,000	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
DOCUMENT PRESERVATION**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	0.00	0	0	25,000	25,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	0.00	0	0	25,000	25,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	0.00	0	0	25,000	25,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
DOCUMENT PRESERVATION									
CORE									
EXPENSE & EQUIPMENT									
STATE DOCUMENT PRESERVATION	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00	0.00
PROGRAM-SPECIFIC									
STATE DOCUMENT PRESERVATION	0	0.00	23,000	0.00	23,000	0.00	23,000	0.00	0.00
TOTAL - PD	0	0.00	23,000	0.00	23,000	0.00	23,000	0.00	0.00
TOTAL	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00	0.00
GRAND TOTAL	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
DOCUMENT PRESERVATION								
CORE								
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00
PROGRAM DISTRIBUTIONS	0	0.00	22,999	0.00	22,999	0.00	22,999	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	23,000	0.00	23,000	0.00	23,000	0.00
GRAND TOTAL	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$25,000	0.00	\$25,000	0.00	\$25,000	0.00

PROGRAM DESCRIPTION	
Department Secretary of State	HB Section(s): <u>12.110</u>
Program Name Records and Archives	
Program is found in the following core budget(s): Document Preservation	
<p>1a. What strategic priority does this program address?</p> <p>1b. What does this program do?</p> <p>The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.</p> <p>2a. Provide an activity measure(s) for the program.</p> <p>During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to almost none from 2009 to the present. More recent preservation and access projects include records for the Missouri Supreme Court, Union Veterans Home, and early Land Sales. In FY17, the photographic prints of Missouri's first state photographer, Gerald R. Massie (1911-1989), were digitized with funds from the document preservation fund for easier access.</p> <p>2b. Provide a measure(s) of the program's quality.</p> <p>See 2a and 2c.</p> <p>2c. Provide a measure(s) of the program's impact.</p> <p>In FY19, the Missouri State Archives website received 24,935,768 hits.</p>	

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.110

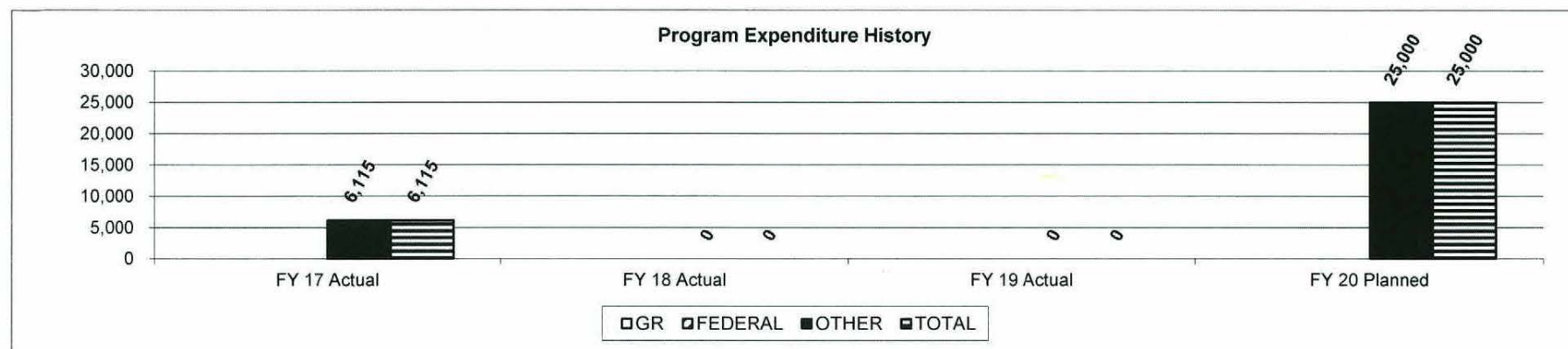
Program Name Records and Archives

Program is found in the following core budget(s): Document Preservation

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

The Missouri State Archives has been recognized by Family Tree Magazine for 16 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

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?

Document Preservation (0836)

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

RSMo 109.005

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

No

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

No

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core	State Aid for Public Libraries	HB Section	12.115

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,504,001	0	0	3,504,001
TRF	0	0	0	0
Total	3,504,001	0	0	3,504,001
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,504,001	0	0	3,504,001
TRF	0	0	0	0
Total	3,504,001	0	0	3,504,001
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Under the Missouri Constitution and state statutes, the General Assembly appropriates funds to support public libraries. State aid is appropriated to libraries that have a minimum voted tax or local government support equal to \$.10 per \$100 of assessed valuation. Libraries use these funds to improve information access and develop stronger library services for Missouri citizens. Funds are distributed to public libraries on a per capita basis and to libraries in less affluent counties for equalization aid, and to other public libraries for purposes compliant with RSMo 181.060.

3. PROGRAM LISTING (list programs included in this core funding)

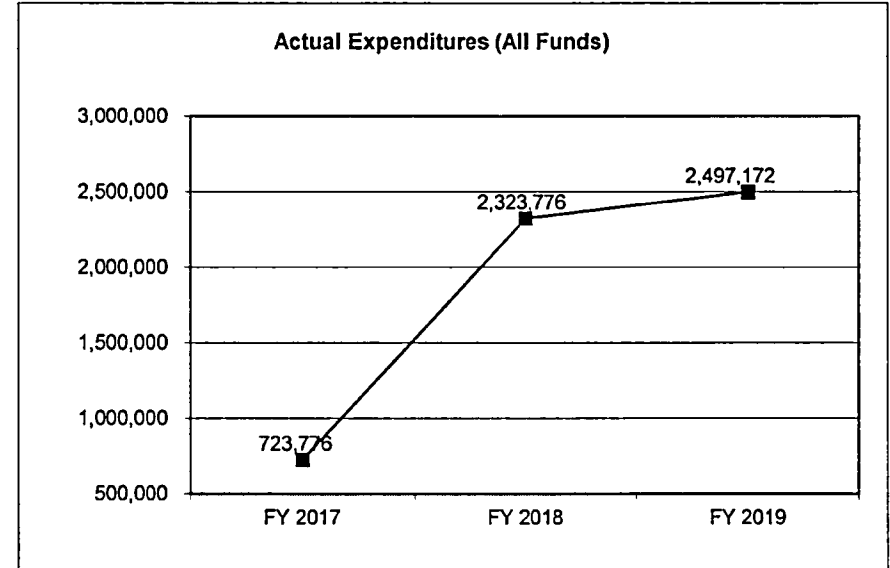
State Aid to Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core	State Aid for Public Libraries	HB Section	12.115

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	2,723,776	2,323,776	2,497,172	4,504,001
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	(2,000,000)	0	0	0
Budget Authority (All Funds)	723,776	2,323,776	2,497,172	N/A
Actual Expenditures (All Funds)	723,776	2,323,776	2,497,172	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

FY20 budget includes \$1,000,000 to be paid to the Harry S Truman Library.

\$173,396 was transferred from Elections Public Notice and into State Aid for Libraries, thus increasing the FY19 appropriation from \$2,323,776 to \$2,497,172.

The transferred was allowed by HB12.

In FY17, \$2,000,000 was restricted and never released.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
STATE AID FOR PUBLIC LIBRARY

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	4,504,001	0	0	4,504,001	
	Total	0.00	4,504,001	0	0	4,504,001	
DEPARTMENT CORE ADJUSTMENTS							
1x Expenditures	736 5968 PD	0.00	(1,000,000)	0	0	(1,000,000)	
NET DEPARTMENT CHANGES		0.00	(1,000,000)	0	0	(1,000,000)	
DEPARTMENT CORE REQUEST							
	PD	0.00	3,504,001	0	0	3,504,001	
	Total	0.00	3,504,001	0	0	3,504,001	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	3,504,001	0	0	3,504,001	
	Total	0.00	3,504,001	0	0	3,504,001	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
STATE AID FOR PUBLIC LIBRARY									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	2,497,172	0.00	4,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0.00
TOTAL - PD	2,497,172	0.00	4,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0.00
TOTAL	2,497,172	0.00	4,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0.00
GRAND TOTAL	\$2,497,172	0.00	\$4,504,001	0.00	\$3,504,001	0.00	\$3,504,001	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE AID FOR PUBLIC LIBRARY .								
CORE								
PROGRAM DISTRIBUTIONS	2,497,172	0.00	4,504,001	0.00	3,504,001	0.00	3,504,001	0.00
TOTAL - PD	2,497,172	0.00	4,504,001	0.00	3,504,001	0.00	3,504,001	0.00
GRAND TOTAL	\$2,497,172	0.00	\$4,504,001	0.00	\$3,504,001	0.00	\$3,504,001	0.00
GENERAL REVENUE	\$2,497,172	0.00	\$4,504,001	0.00	\$3,504,001	0.00	\$3,504,001	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.115

Program Name State Aid for Public Libraries

Program is found in the following core budget(s): State Aid for Public Libraries

1a. What strategic priority does this program address?

State Aid for Public Libraries makes a vital contribution to improving public library services for Missourians. The program provides funds to public libraries that meet the requirements specified in the Missouri Constitution, Article IX, Section 10 and in RSMo 181.060. Public libraries having a minimum voted tax of local government support equal to ten cents per \$100 of assessed valuation are eligible to receive funds from this program. The average tax rate is set at \$.20.

1b. What does this program do?

While public libraries in Missouri are funded primarily through property taxes, this program provides funds that help bridge local variations in funding due to differences in local property valuations and voted tax rates. In large cities and small towns alike, libraries serve as community anchors and provide baseline access to government services, economic opportunity, and support for students. In many communities, public libraries provide the only no cost high speed internet access, heavily used by people seeking jobs, filling out application forms, researching business opportunities, participating in online classes, or filing their taxes. For children, public libraries support early learning and education through storytimes, summer reading programs, and help with homework. State aid funds are used for computer technology or other equipment, Internet connectivity, print and digital resources, and library staff.

State aid applications are submitted annually for review and certification by the State Librarian. Once approved, local library boards of trustees decide how to allocate these funds according to the highest local needs and priorities. The Secretary of State and the State Library provide service guidelines through the Missouri Public Library Standards. These Standards provide benchmarks for per capita income, hours of service, amount of funds to be budgeted for library collections, and guidelines for determining current and future community technology needs. Many libraries in Missouri currently struggle to meet the Missouri Public Library Standards. State aid funding provides modest support for libraries moving to meet the benchmarks.

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

Population Served:

	2016	2017	2018
Eligible library districts	166	160	161
Population	5,476,272	5,476,272	5,483,526

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

Individual libraries survey their users on satisfaction with services provided. In addition, program attendance and check out statistics are collected.

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

Most Missourians recognize the value of library service, and have a library card:

	2016	2017	2018
Number of Missourians with a library card, from statistical report	3,272,652	3,229,988	3,177,377
Percent of population of library districts	59.76%	58.96%	57.94%
Total materials borrowed from libraries	57,649,456	58,600,906	60,048,675

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.115

Program Name State Aid for Public Libraries

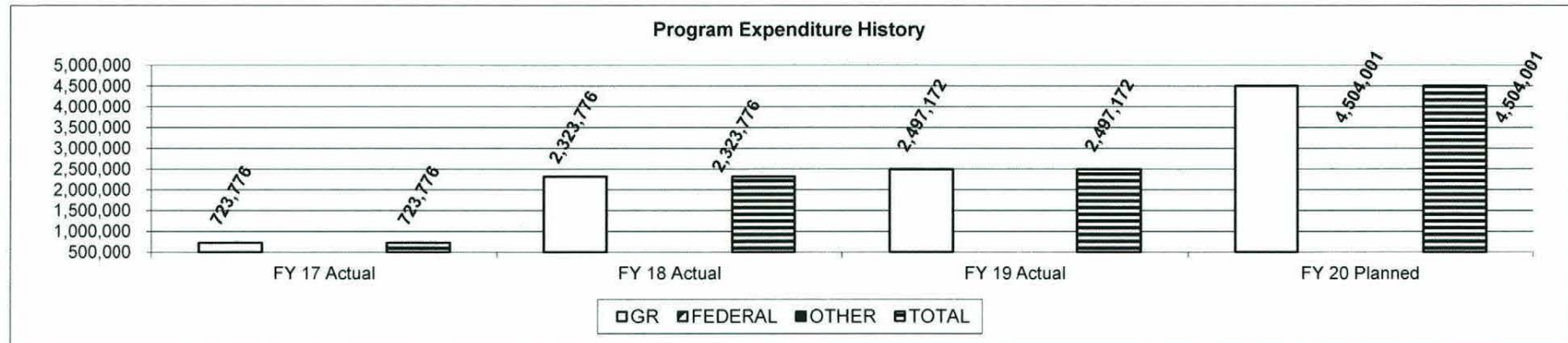
Program is found in the following core budget(s): State Aid for Public Libraries

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

Many Missourians rely on their local library for access to the Internet. Libraries provide Internet access using high speed connections at no charge for the user. This provides high quality and efficiency for the user.

	2016	2017	2018
Uses of Library-provided Computers	5,397,549	4,892,513	4,601,200
Wireless Sessions at Libraries	5,432,657	5,100,815	3,571,845

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.)



Please note: the FY20 budget includes \$1,000,000 that will be paid to the Harry S. Truman Library.

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

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

RSMo Ch. 181.060; Mo Constitution, Article IX, Section 10

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

Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and Library Services.

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

No

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23520C
Division	Library Services		
Core	REAL Program	HB Section	12.120

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	2,000,000	0	0	2,000,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	2,000,000	0	0	2,000,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	2,000,000	0	0	2,000,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	2,000,000	0	0	2,000,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Remote Electronic Access for Libraries (REAL) Program provides Internet access, peripheral items, training and technical support for public libraries and licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. The REAL Program is one of the contractual programs for the Missouri Research and Educational Network (MOREnet). MOREnet maintains a high-capacity, high speed telecommunications network in the State of Missouri.

3. PROGRAM LISTING (list programs included in this core funding)

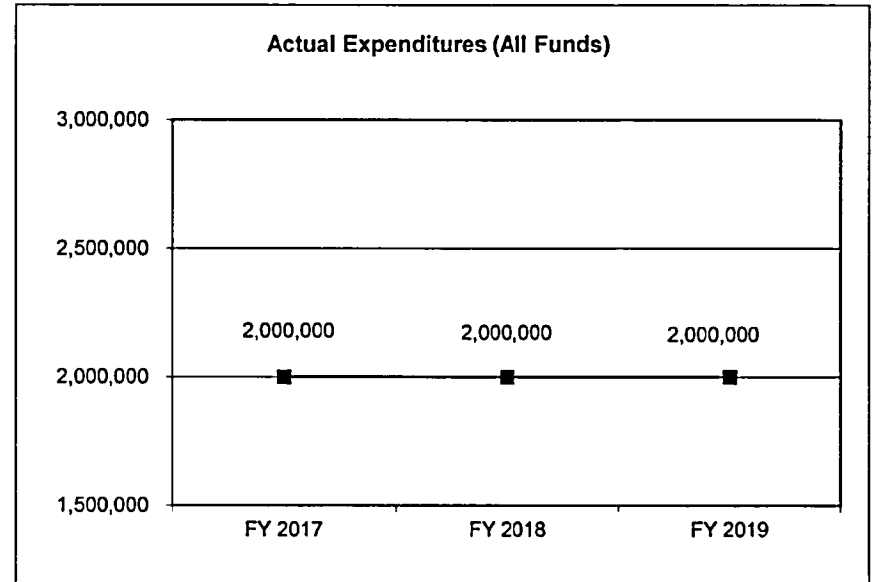
Remote Electronic Access for Libraries (REAL) Program

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23520C
Division	Library Services		
Core	REAL Program	HB Section	12.120

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	2,750,000	2,000,000	2,000,000	2,000,000
Less Reverted (All Funds)	(750,000)	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Actual Expenditures (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

In FY17, appropriated funds in the amount of \$750,000 were restricted and never released.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
REAL

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	2,000,000	0	0	2,000,000	
	Total	0.00	2,000,000	0	0	2,000,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	2,000,000	0	0	2,000,000	
	Total	0.00	2,000,000	0	0	2,000,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	2,000,000	0	0	2,000,000	
	Total	0.00	2,000,000	0	0	2,000,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
REAL									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	
TOTAL	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	
Increase REAL Program - 1231006									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	1,109,250	0.00	1,000,000	0.00	
TOTAL - EE	0	0.00	0	0.00	1,109,250	0.00	1,000,000	0.00	
TOTAL	0	0.00	0	0.00	1,109,250	0.00	1,000,000	0.00	
GRAND TOTAL	\$2,000,000	0.00	\$2,000,000	0.00	\$3,109,250	0.00	\$3,000,000	0.00	

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REAL								
CORE								
PROFESSIONAL SERVICES	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
GRAND TOTAL	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00
GENERAL REVENUE	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.120

Program Name: Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s): REAL Program

1a. What strategic priority does this program address?

To provide Missourians with expanded services for learning and equity of access to quality library resources, services and technology to support individuals' needs for education, lifelong learning, and digital literacy skills.

1b. What does this program do?

The REAL Program provides internet access, network security, training, technical support, and peripheral services for public libraries, as well as licensing of shared electronic reference resources available to Missouri's participating public libraries, K-12 schools, higher education institutions and state agencies.

Public libraries serve as the sole source of high speed internet access for many Missourians, especially in our rural communities. In order for Missourians to compete in an online environment for jobs and business revenue, they need a basic level of computer skills and access to internet resources. Using local library's high speed internet access, patrons access government forms, apply for jobs and receive essential online training courses. As schools continue to increase their use of electronic resources in their curricula, public libraries often provide the only means for students to complete research and online assignments outside school hours, particularly for those who have no Internet-enabled device or lack reliable or affordable Internet access at home.

To meet the ongoing demand for Internet access to serve their local communities, the three-year average bandwidth growth across all REAL Program participating library connections is nearly 31.4%. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, four REAL participating library connections meets the ALA recommendations for 100 Mbps for a population of 50,000 or less.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, downloadable ebooks, K-12 research resources, genealogical and historical sources, as well as resources for health, business, and other popular research topics. These services are heavily used by all types of libraries and are also available to state agencies. Without this program, individually most public libraries and schools would be unable to afford access to electronic information resources. Those that are able to afford access would individually pay a considerably higher per capita cost for these resources, thus wasting scarce taxpayer dollars. For example, the fiscal year 2018 cost for one such statewide product license is \$657,322. If instead of a statewide license, every participating K-12 school, public library and higher education institution had to acquire its own individual license, the total combined cost to taxpayers would exceed an estimated \$10 million.

The Missouri Research and Education Network (MOREnet) offers essential technical services and maintains a high-capacity, high speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.120

Program Name: Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s): REAL Program

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

	FY 2015 ²	FY 2016 ³	FY 2017 ⁴	FY2018	FY 2019	Projected FY 2020	Projected FY 2021
Number of libraries participating	120	119	116	121	122	123	124
Total eligible	146	148	150	151	148	150	150
Percent of eligible library districts	82.2%	80.4%	77.3%	80.1%	82.4%	82.0%	82.7%

² In FY15, due to the REAL Program funding withhold, a total of 12 library systems cancelled services and withdrew from the REAL Program.

³ In FY16, Willow Springs Public Library cancelled all services and left the REAL Program.

⁴ In FY17, Centralia Public Library, Moniteau County Library and Scotland County Library cancelled all services and left the REAL Program.

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

Participants contacting MOREnet's support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in six areas: Timeliness of Initial Response, Subject Matter Knowledge, Effectiveness of Solution, Time to Resolution, Frequency and Clarity of Staff Communication, and Customer Service. The data shown below is averaged across all public library participants, types of assistance and areas of performance. Since FY14, 97% of respondents report they are satisfied with the service received from the help desk.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Projected FY 2020	Projected FY21 FY 2020
Percent satisfied with help desk service	98.0%	98.0%	97.0%	97.2%	96.1%	97.0%	98.0%

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

Electronic Resource Usage

The electronic resources provided by the REAL Program provide important reference information to residents throughout the state. Not only are these services heavily used by public libraries and the people they serve, these resources are essential to K-12 and higher education libraries and classrooms and the students they serve. Without these shared resources, most public libraries and schools will not be able to afford access to electronic information resources, and the few able to afford to pay for individual access would pay more in total.

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.120

Program Name: Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s): REAL Program

Electronic Resources Usage

	FY 2015	FY 2016*	FY 2017	FY 2018**	FY 2019	Proj FY 2020	Proj FY 2021
General Periodical/K-12 Reference Searches	80,189,697	68,279,525	65,830,663	95,384,219	98,876,824	101,843,129	104,898,423

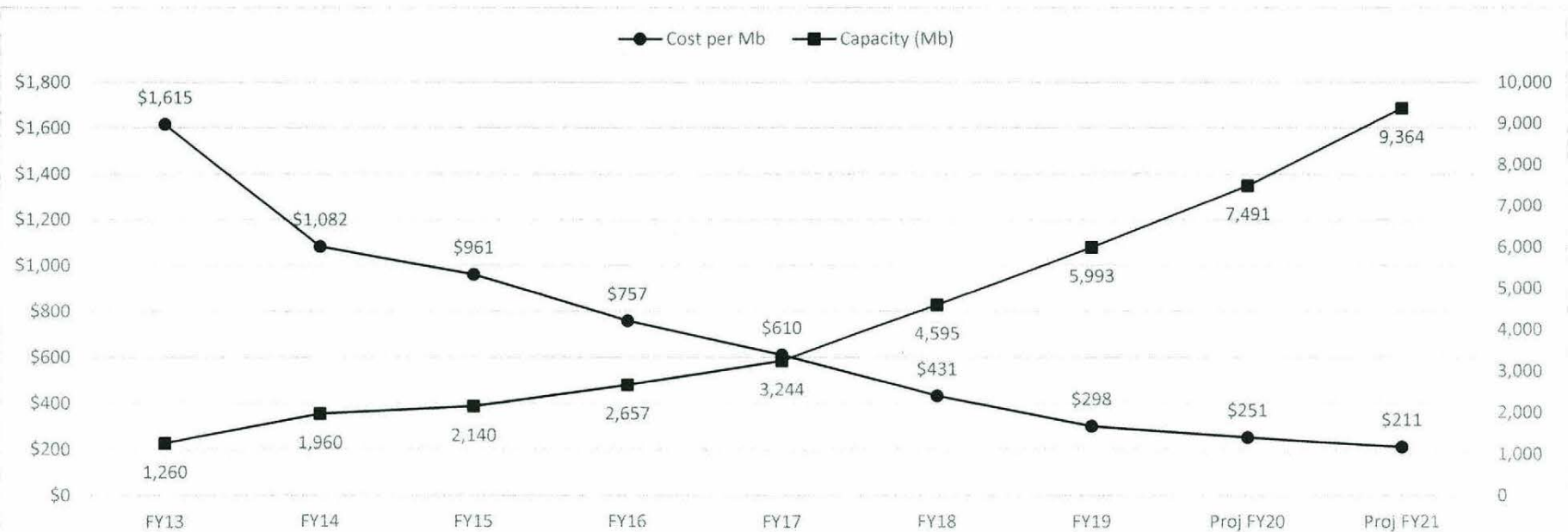
*Note in FY2016 the subscription to Gale Discovering Collection was canceled due to budget constraints.

**Note changes in the way the vendor tracks usage statistics and the way member organizations configure their library automation systems and discovery services can dramatically impact how searches are counted.

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

Demand Growth and Cost Efficiency: Capacity and Cost per Megabit (Mbps)

The demand for internet connectivity at public libraries continues to grow. Additional workstations, wireless devices, and greater use of electronic resources and communications by library patrons and staff continue to push demands for capacity higher and higher. By leveraging collective purchasing power, per Mb costs are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed REAL to meet the ongoing demand for increased bandwidth capacity with existing resources.



PROGRAM DESCRIPTION

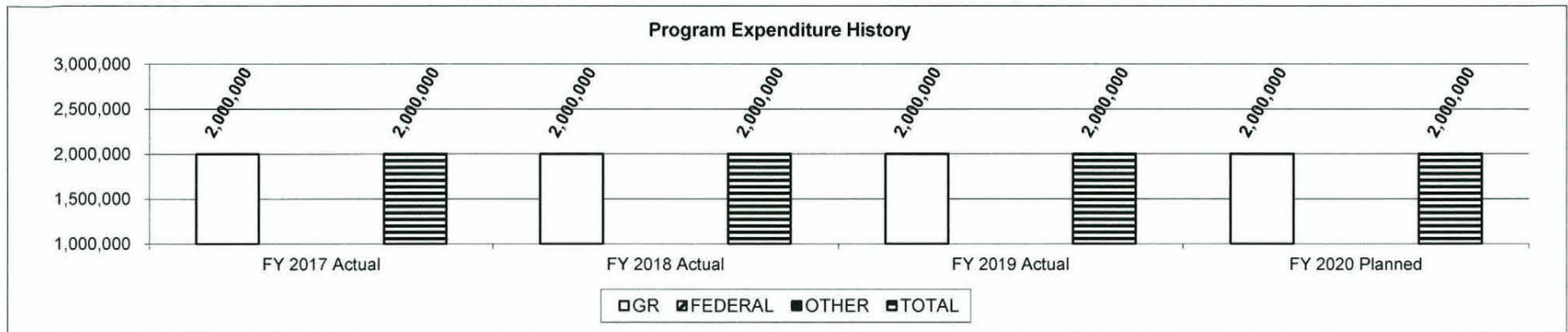
Department: Secretary of State

HB Section(s): 12.120

Program Name: Remote Electronic Access for Libraries Program (REAL)

Program is found in the following core budget(s): REAL Program

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.)



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

Mo. Constitution, Article IX, Section 10
RSMo Ch. 181

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

Expenditures made from this appropriation are used to meet the 34% match required on the grants received from the Institute of Museum and Library Services (IMLS).

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

No

NEW DECISION ITEM

RANK: 10 OF 10

Department: Secretary of State

Budget Unit 23520C

Division: Library Development

DI Name: REAL Program

DI#1231006

HB Section 12.120

1. AMOUNT OF REQUEST

	FY 2021 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	1,109,250	0	0	1,109,250	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	1,109,250	0	0	1,109,250	
FTE	0.00	0.00	0.00	0.00	

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	1,000,000	0	0	1,000,000	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	1,000,000	0	0	1,000,000	
FTE	0.00	0.00	0.00	0.00	

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>Restore funding to FY15 level</u>	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The REAL Program provides internet access, training, technical support, and peripheral items for public libraries, as well as licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. In FY2015, the \$3,109,250 REAL Program budget was withheld until April 2015 when it was then fully released. For FY2016, the REAL Program funding was decreased from \$3,109,250 million to \$2 million due to the state's financial situation.

NEW DECISION ITEM

RANK: 10 **OF** 10

Department: Secretary of State	Budget Unit <u>23520C</u>
Division: Library Development	
DI Name: REAL Program DI# <u>1231006</u>	HB Section <u>12.120</u>

Public libraries serve as the sole source of high speed internet access for many Missourians. Public libraries provide urban and rural low-to-moderate income families the only widely available internet access and electronic resources used to gain the knowledge required to compete in an increasingly online economy. As schools increase the use of electronic resources in their curricula, public libraries often provide the only means for students to complete research when school closes and when they have no computer or internet access at home.

Due to the budget withholds in FY2015 and cuts in FY2016, public libraries have become at risk in being able to address the technology needs of the communities they serve. In order to stay abreast with technology, some public libraries have had to cut hours, staff, or programming which is also detrimental to meeting the educational, cultural, workforce, personal and social development needs of Missourians, particularly patrons with difficulty using the library and underserved rural and urban areas. Growth in bandwidth for public libraries slowed from an approximate 25% annual growth to only 6% during state fiscal year 2015. The need for growth is still present, but financially the libraries cannot afford to do so without the assurances of stable funding support from the State. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, only four REAL participating library connections meet the ALA recommendations for 100 Mbps for a population of 50,000 or less.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, downloadable ebooks, K-12 research resources, genealogical and historical sources, as well as resources for health, business, and other popular research topics. These services are heavily used by all types of libraries and are also available to state agencies.

- Funding is sought to restore funding of databases that supports K-12 and general population needs, including resources for health, business, and workforce development.
- Funding is also sought to add a PK through Grade 3 resource. Children who enter school ready to meet academic, social and emotional demands are more likely to achieve success in academics and in life. Research also shows that children through Grade 3 are learning to read and by Grade 4, they need to be reading to learn. The resource will foster early literacy skill development as well as encourage reading skill development in older children.

The Missouri Research and Education Network (MOREnet) offers essential technical services and maintains a high-capacity, high speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

NEW DECISION ITEM

RANK: 10 OF 10

Department: Secretary of State Budget Unit 23520C
 Division: Library Development
 DI Name: REAL Program DI#1231006 HB Section 12.120

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Approximately \$350,000 would be used to restore funding in support of updating the public library technology infrastructure, including increased bandwidth and network support and management. Approximately \$500,000 would be used to restore funding to the databases that support K-12, workforce development, and general population needs, and \$259,250 to add a resource that supports early literacy and reading skill development in children, PK-Grade 3.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
							0			
Professional Services (BOBC 400)	1,109,250						1,109,250			
Total EE	1,109,250		0		0		1,109,250		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	1,109,250	0.0	0	0.0	0	0.0	1,109,250	0.0	0	

NEW DECISION ITEM											
RANK: <u>10</u>		OF <u>10</u>									
Department: Secretary of State				Budget Unit <u>23520C</u>							
Division: Library Development											
DI Name: REAL Program				DI#1231006		HB Section <u>12.120</u>					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0		
Professional Services (BOBC 400)	1,000,000		0		0		1,000,000				
Total EE	1,000,000		0		0		1,000,000		0		
Program Distributions							0				
Total PSD	0		0		0		0		0		
Transfers							0				
Total TRF	0		0		0		0		0		
Grand Total	1,000,000	0.0	0	0.0	0	0.0	1,000,000	0.0	0		
6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)											
6a. Provide an activity measure(s) for the program.											
Number of clients/individuals served:											
	FY2018	FY 2019	Projected FY 2020	Projected FY 2021							
Participating Libraries	121	122	123	124							
Total Eligible	151	148	150	150							
Percentage	80.1%	82.4%	82.0%	82.7%							

NEW DECISION ITEM

RANK: 10 OF 10

Department: Secretary of State

Budget Unit 23520C

Division: Library Development

DI Name: REAL Program

DI#1231006

HB Section 12.120**6b. Provide a measure(s) of the program's quality.**

All participants contacting the support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in five areas: Staff Knowledge, Effectiveness of Solution, Timeliness of Resolution, Staff Communication, and Courteous Service. Responses across all public library participants, types of assistance and areas of performance show that 96.1% of survey respondents are satisfied with the overall service offerings from MOREnet.

6c. Provide a measure(s) of the program's impact.

Growth and dependability in the public library technology infrastructure will be monitored.

Usage statistics on statewide electronic resources will be tracked.

6d. Provide a measure(s) of the program's efficiency.

Demand Growth and Cost Efficiency: Capacity and Cost per Megabit (Mbps) The demand for internet connectivity at public libraries continues to grow. Additional workstations and greater use of electronic resources and communications by library patrons and staff continue to push demands for capacity higher. By leveraging collective purchasing power, per Mb costs are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed the REAL Program to meet the continuing demand for additional capacity with existing resources.

Online Resources: Effective Use of Funds: Online resources are heavily used by all types of libraries, and are also available to state agencies. A statewide purchase of online resources ensures equitable access to information resources throughout the state. If libraries, schools, and academic institutions had to purchase these resources individually, they would pay a considerably higher per capita cost making it impossible for smaller institutions to provide access to the collections. For example, one statewide product license fee was \$657,322 in FY18. If every K-12 school, public library and higher education institution acquired its own individual license, the total cost to taxpayers would have exceeded an estimated \$10 million.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

- Bandwidth usage will be monitored and upgrades completed as needed to ensure capacity meets demand.
- Public libraries that left the REAL Program in FY15 and libraries that meet the standard to be State Aid recipients and have never belonged to the REAL Program will be encouraged to become members in order to provide access to the online resources in their communities.
- Usage of statewide online resources will be monitored.

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REAL								
Increase REAL Program - 1231006								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,109,250	0.00	1,000,000	0.00
TOTAL - EE	0	0.00	0	0.00	1,109,250	0.00	1,000,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1,109,250	0.00	\$1,000,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,109,250	0.00	\$1,000,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23722C
Division	Library Services		
Core	Federal Aid to Public Libraries	HB Section	12.125

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	831,508	0	831,508
PSD	0	3,293,492	0	3,293,492
TRF	0	0	0	0
Total	0	4,125,000	0	4,125,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	831,508	0	831,508
PSD	0	3,293,492	0	3,293,492
TRF	0	0	0	0
Total	0	4,125,000	0	4,125,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The purpose of the Library Services and Technology Act Fund (LSTA) is to promote literacy, education and lifelong learning and to enhance and expand the services and resources provided by libraries, including those services and resources relating to workforce development, 21st century skills and digital literacy skills. This implements the Missouri State Library's long-range plan to use federal funds to develop stronger library services.

3. PROGRAM LISTING (list programs included in this core funding)

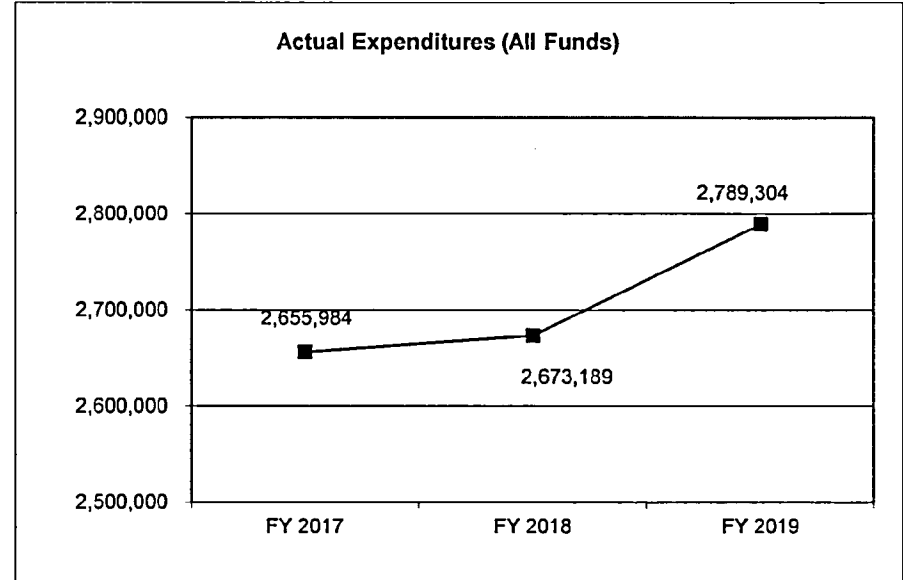
Federal Aid for Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23722C
Division	Library Services		
Core	Federal Aid to Public Libraries	HB Section	12.125

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	4,125,000	4,125,000	4,125,000	4,125,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,125,000	4,125,000	4,125,000	N/A
Actual Expenditures (All Funds)	2,655,984	2,673,189	2,789,304	N/A
Unexpended (All Funds)	1,469,016	1,451,811	1,335,696	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	1,469,016	1,451,811	1,335,696	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

LSTA funds may be spent over a two-year period. Sufficient appropriation authority is needed to allow for fund management during periods when funds are encumbered from two grant allocations.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL AID FOR PUBLIC LIBRAR

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	Total	0.00	0	4,125,000	0	4,125,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	Total	0.00	0	4,125,000	0	4,125,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	Total	0.00	0	4,125,000	0	4,125,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
FEDERAL AID FOR PUBLIC LIBRAR									
CORE									
EXPENSE & EQUIPMENT									
SEC OF STATE-FEDERAL FUNDS	780,581	0.00	831,508	0.00	831,508	0.00	831,508	0.00	0.00
TOTAL - EE	780,581	0.00	831,508	0.00	831,508	0.00	831,508	0.00	0.00
PROGRAM-SPECIFIC									
SEC OF STATE-FEDERAL FUNDS	2,008,723	0.00	3,293,492	0.00	3,293,492	0.00	3,293,492	0.00	0.00
TOTAL - PD	2,008,723	0.00	3,293,492	0.00	3,293,492	0.00	3,293,492	0.00	0.00
TOTAL	2,789,304	0.00	4,125,000	0.00	4,125,000	0.00	4,125,000	0.00	0.00
GRAND TOTAL	\$2,789,304	0.00	\$4,125,000	0.00	\$4,125,000	0.00	\$4,125,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
TRAVEL, IN-STATE	18	0.00	12,000	0.00	12,000	0.00	12,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	10,942	0.00	38,000	0.00	38,000	0.00	38,000	0.00
PROFESSIONAL DEVELOPMENT	350	0.00	45,000	0.00	45,000	0.00	45,000	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	769,271	0.00	724,299	0.00	724,299	0.00	724,299	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,201	0.00	1,201	0.00	1,201	0.00
MISCELLANEOUS EXPENSES	0	0.00	10,000	0.00	10,000	0.00	10,000	0.00
TOTAL - EE	780,581	0.00	831,508	0.00	831,508	0.00	831,508	0.00
PROGRAM DISTRIBUTIONS	2,008,723	0.00	3,293,491	0.00	3,293,491	0.00	3,293,491	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	2,008,723	0.00	3,293,492	0.00	3,293,492	0.00	3,293,492	0.00
GRAND TOTAL	\$2,789,304	0.00	\$4,125,000	0.00	\$4,125,000	0.00	\$4,125,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$2,789,304	0.00	\$4,125,000	0.00	\$4,125,000	0.00	\$4,125,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.125

Program Name Federal Aid for Public Libraries

Program is found in the following core budget(s): Federal Aid for Public Libraries

1a. What strategic priority does this program address?

The purpose of the Library Services and Technology Act Fund (LSTA) is to promote literacy, education and lifelong learning and to enhance and expand the services and resources provided by libraries, including those services and resources relating to workforce development, 21st century skills and digital literacy skills.

1b. What does this program do?

The Missouri State Library is the State Library Administrative Agency for LSTA funds awarded annually to Missouri. Based on needs identified by Missouri libraries and a formal evaluation of the 2013-2017 State Five Year Plan, approved by the Institute of Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2018-2022. As required, the Plan was reviewed and approved by IMLS.

To implement the 2018-2022 Five Year Plan, the Missouri State Library developed programs to:

1. Build and sustain information resources
2. Target library and information services
3. Strengthen the library workforce

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

Number and grant award amounts to local libraries:

	FY2016	FY2017	FY2018	FY2019
Local Library Project Grants	185	155	180	188
Amount Awarded	\$1,784,676	\$1,492,681	\$1,536,298	\$1,521,036

Statewide early literacy initiative:

	FY2016	FY2017	FY2018	FY2019
Participating public libraries	110	110	117	119
Library Service Population	5,142,957	5,142,957	5,212,597	5,127,976

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

Library staff consistently give high ratings to training provided. Survey results from the annual continuing education survey show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.125

Program Name Federal Aid for Public Libraries

Program is found in the following core budget(s): Federal Aid for Public Libraries

	FY2017	FY2018	FY2019
Training sessions**	123	150	130
Attendance	2,485	4,054	2,932

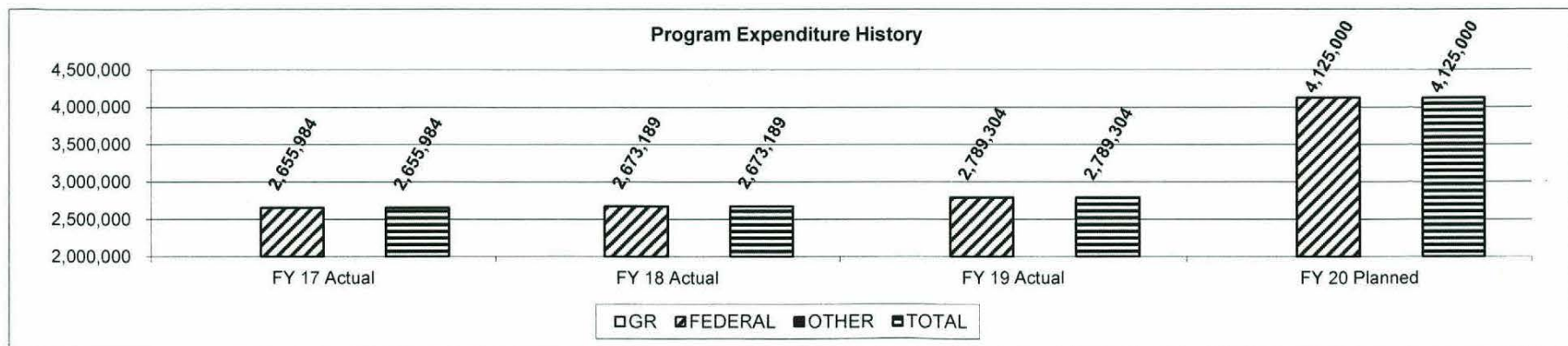
2c. Provide a measure(s) of the program's impact.

All grant applications require detailed evaluation plans. For state FY19, 188 of 198 grant applications were awarded LSTA funding. This indicates most libraries submitting applications were able to follow grant guidelines and propose projects that met requirements for appropriate use of funds in their communities. Grantees are required to report impact of their individual projects and describe how services are improved through acquisition of up-to-date technology or programs to reach populations with difficulty using libraries due to transportation or other barriers.

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

The independent evaluator of Missouri's LSTA FY2013-2017 Plan stated: "In the opinion of the evaluators, the Missouri State Library has, using the measure of leveraging a small amount of money to accomplish major results by strategically deploying funds, accomplished a great deal by very methodically and effectively carrying out the specific goals contained in its five-year LSTA Plan for 2013 – 2017. In the evaluators' considerable experience, few, if any, states have been as diligent in the implementation of their five-year plans. Furthermore, having worked with several dozen states on LSTA evaluations over the course of more than a decade, in our opinion, Missouri is exemplary in its management of a large and complex sub-grant program. The Missouri State Library has done what it said it would do in its five-year Plan and the state library agency's tracking of the outcome targets contained in the Plan is second to none."

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.)



PROGRAM DESCRIPTION	

Department Secretary of State

HB Section(s): 12.125

Program Name	Federal Aid for Public Libraries
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Program is found in the following core budget(s): Federal Aid for Public Libraries

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

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

Library Services and Technology Act; Public Law 104-208 as amended

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

Yes, states must provide a 34% match in general revenue funding. States are also required to maintain their level of effort of expenditures for libraries purposes, as calculated over a 3-year average.

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

All states receive funds under The Museum and Library Services Act of 2010. Funds are calculated by formula under the law and awarded to the states through the IMLS Grants to States Program.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23728C
Division	Library Services		
Core	Library Networking Fund Transfer	HB Section	12.135

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	800,000	0	0	800,000
Total	800,000	0	0	800,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	800,000	0	0	800,000
Total	800,000	0	0	800,000
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

3. PROGRAM LISTING (list programs included in this core funding)

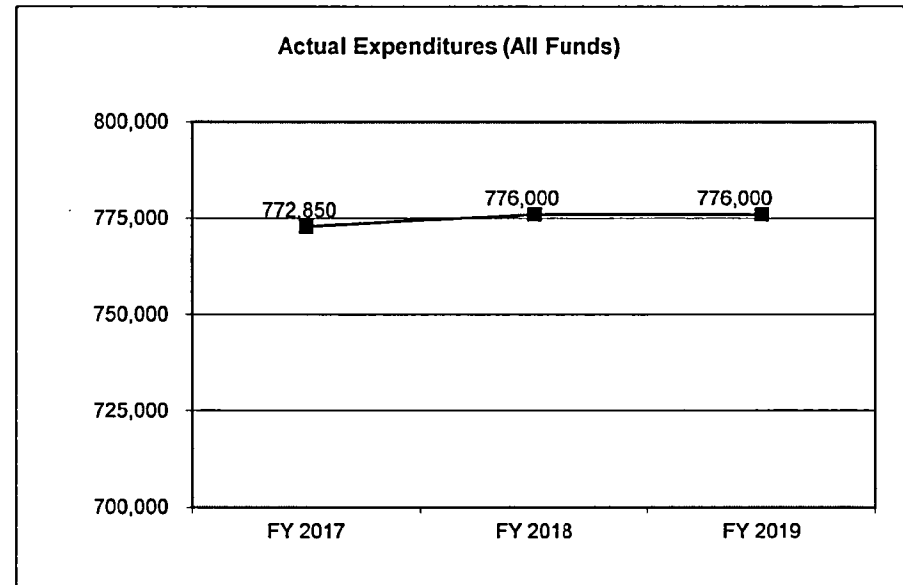
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23728C
Division	Library Services		
Core	Library Networking Fund Transfer	HB Section	12.135

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	1,010,000	800,000	800,000	800,000
Less Reverted (All Funds)	(27,150)	(24,000)	(24,000)	(24,000)
Less Restricted (All Funds)	(210,000)	0	0	0
Budget Authority (All Funds)	772,850	776,000	776,000	N/A
Actual Expenditures (All Funds)	772,850	776,000	776,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0		0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

New Decision requests for 10% of estimated A & E tax collections were made in FY17, FY18, FY19, and FY20. In FY17, \$1,010,000 was appropriated, \$27,150 was held as 3 percent reserve, and \$210,000 was restricted. In FY18 and FY19, \$800,000 was appropriated and \$776,000 distributed to public libraries with \$24,000 held as a 3 percent reserve. There is a current 3% reserve hold on the FY20 transfer.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE**LIBRARY NETWORKING-TRANSFER**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	800,000	0	0	800,000	
	Total	0.00	800,000	0	0	800,000	
DEPARTMENT CORE REQUEST							
	TRF	0.00	800,000	0	0	800,000	
	Total	0.00	800,000	0	0	800,000	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	800,000	0	0	800,000	
	Total	0.00	800,000	0	0	800,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
LIBRARY NETWORKING-TRANSFER									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	776,000	0.00	800,000	0.00	800,000	0.00	800,000	0.00	0.00
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	800,000	0.00	0.00
TOTAL	776,000	0.00	800,000	0.00	800,000	0.00	800,000	0.00	0.00
Inc. Library Net Fund Transfer - 1231004									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	2,690,000	0.00	0	0.00	0.00
TOTAL - TRF	0	0.00	0	0.00	2,690,000	0.00	0	0.00	0.00
TOTAL	0	0.00	0	0.00	2,690,000	0.00	0	0.00	0.00
GRAND TOTAL	\$776,000	0.00	\$800,000	0.00	\$3,490,000	0.00	\$800,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	776,000	0.00	800,000	0.00	800,000	0.00	800,000	0.00
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	800,000	0.00
GRAND TOTAL	\$776,000	0.00	\$800,000	0.00	\$800,000	0.00	\$800,000	0.00
GENERAL REVENUE	\$776,000	0.00	\$800,000	0.00	\$800,000	0.00	\$800,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.135

Program Name Library Networking Fund Transfer

Program is found in the following core budget(s): Library Networking Fund Transfer

1a. What strategic priority does this program address?

This program provides funds to Missouri public libraries and is to be used to purchase materials for the library collections. The materials purchased can be for adult, teens and children and can be in print, audio, visual or electronic format.

1b. What does this program do?

State statute (143.183 RSMo) requires the transfer of ten percent of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials, adding to the funding used to meet Missourians' need for accurate and reliable information from libraries. In addition to this transfer, monies received from gifts, contributions, grants or bequests from federal, private or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

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

Libraries Served:

	2016	2017	2018
Eligible library districts	166	160	161
Population	5,476,272	5,476,272	5,483,526

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

Individual libraries survey their users on satisfaction with services provided.

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

Materials circulated:

	2016	2017	2018
Total materials circulated, per statistical report	57,649,456	58,600,906	60,048,675
Materials circulated per person	10.53	10.70	10.95

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.135

Program Name Library Networking Fund Transfer

Program is found in the following core budget(s): Library Networking Fund Transfer

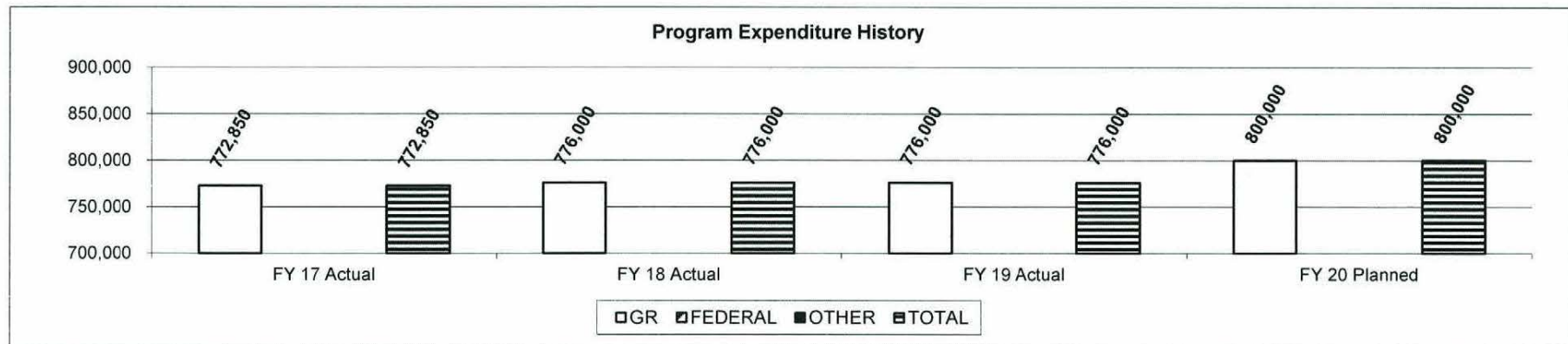
2d. Provide a measure(s) of the program's efficiency.

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

Electronic books (eBooks) have helped libraries increase their circulation totals. Increasing the number of e-titles a library has helps it serve their entire community and reach new library users.

Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens.

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?

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

Sections 143.182 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

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

No

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

No

NEW DECISION ITEM
RANK: 8 OF 10

Department Secretary of State	Budget Unit 23728C
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231004	HB Section 12.135

1. AMOUNT OF REQUEST

	FY 2021 Budget Request				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	2,690,000	0	0	2,690,000	
Total	2,690,000	0	0	2,690,000	

FTE 0.00 0.00 0.00 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	

FTE 0.00 0.00 0.00 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizen needs for accurate and reliable information.

The increase requested is based on the FY21 estimated receipts the Missouri Department of Revenue anticipates receiving from the tax on nonresident out-of-state athletes and entertainers.

NEW DECISION ITEM

RANK: 8 OF 10

Department Secretary of State	Budget Unit <u>23728C</u>
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231004	HB Section <u>12.135</u>

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Each year the Department of Revenue (DOR) is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresident out-of-state athletes and entertainers. The FY20 appropriation is \$800,000. DOR has estimated FY21 revenues to be \$34.9 million; therefore, the amount that should be transferred is \$3,490,000 (10% of the receipts). The new decision item is the difference between the core and the amount that needs to be transferred.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
							0			
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers	2,690,000						2,690,000			
Total TRF	2,690,000		0		0		2,690,000		0	
Grand Total	2,690,000	0.0	0	0.0	0	0.0	2,690,000	0.0	0	

NEW DECISION ITEM
RANK: 8 OF 10

Department Secretary of State				Budget Unit		23728C					
Division Library Development											
DI Name Library Networking Fund Transfer Increase		DI#1231004		HB Section		12.135					
		Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec		
		GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	
Budget Object Class/Job Class		DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	E
								0			
								0	0.0		
Total PS		0	0.0	0	0.0	0	0.0	0	0.0	0	
								0			
								0			
								0			
Total EE		0		0		0		0		0	
Program Distributions								0			
Total PSD		0		0		0		0		0	
Transfers								0			
Total TRF		0		0		0		0		0	
Grand Total		0	0.0	0	0.0	0	0.0	0	0.0	0	

NEW DECISION ITEM
RANK: 8 OF 10

Department Secretary of State	Budget Unit <u>23728C</u>
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI#1231004	HB Section <u>12.135</u>

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an activity measure(s) for the program.

Individuals Served:

5,483,526 residents in Missouri's 161 library districts.

6b. Provide a measure(s) of the program's quality.

Individual libraries survey their users on satisfaction with services provided.

6c. Provide a measure(s) of the program's impact.

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2018, 145,052 children and 22,405 teens participated in summer reading programs through their public libraries.

6d. Provide a measure(s) of the program's efficiency.

Library Cardholders and Materials Circulated

	2016	2017	2018
Missouri Library Cardholders	3,272,652	3,229,988	3,177,377
Materials Borrowed from Libraries	57,649,456	58,600,906	60,048,675

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
Inc. Library Net Fund Transfer - 1231004								
TRANSFERS OUT	0	0.00	0	0.00	2,690,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	2,690,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$2,690,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$2,690,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core	Library Networking Fund	HB Section	12.130

1. CORE FINANCIAL SUMMARY

	FY 2021 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	1,084,999	1,084,999
TRF	0	0	0	0
Total	0	0	1,110,000	1,110,000

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

	FY 2021 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	1,084,999	1,084,999
TRF	0	0	0	0
Total	0	0	1,110,000	1,110,000

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

3. PROGRAM LISTING (list programs included in this core funding)

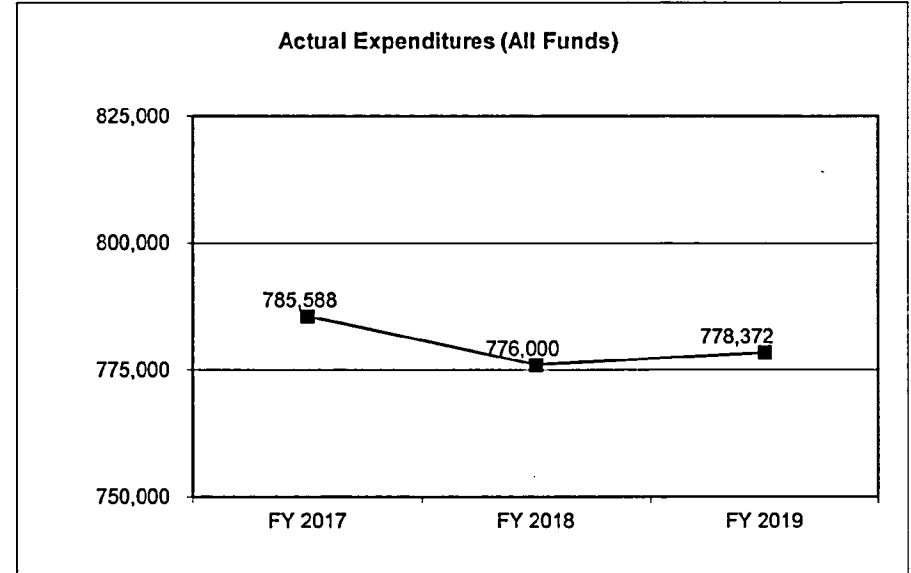
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core	Library Networking Fund	HB Section	12.130

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	1,110,000	1,110,000	1,110,000	1,110,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,110,000	1,110,000	1,110,000	N/A
Actual Expenditures (All Funds)	785,588	776,000	778,372	N/A
Unexpended (All Funds)	324,412	334,000	331,628	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	324,412	334,000	331,628	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

New Decision Item Requests are completed each fiscal year for 10% of estimated A & E tax collections, for both the Library Networking Fund and the Transfer into the Library Networking Fund. Payments are made to assist public libraries to the extent of the appropriated amount and accrued interest.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LIBRARY NETWORKING FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
LIBRARY NETWORKING FUND									
CORE									
EXPENSE & EQUIPMENT									
LIBRARY NETWORKING FUND	0	0.00	25,001	0.00	25,001	0.00	25,001	0.00	0.00
TOTAL - EE	0	0.00	25,001	0.00	25,001	0.00	25,001	0.00	0.00
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	778,372	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00	0.00
TOTAL - PD	778,372	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00	0.00
TOTAL	778,372	0.00	1,110,000	0.00	1,110,000	0.00	1,110,000	0.00	0.00
Inc. Library Networking Fund - 1231005									
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	0	0.00	0	0.00	2,480,000	0.00	0	0.00	0.00
TOTAL - PD	0	0.00	0	0.00	2,480,000	0.00	0	0.00	0.00
TOTAL	0	0.00	0	0.00	2,480,000	0.00	0	0.00	0.00
GRAND TOTAL	\$778,372	0.00	\$1,110,000	0.00	\$3,590,000	0.00	\$1,110,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	1,501	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROFESSIONAL SERVICES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OTHER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	5,500	0.00
TOTAL - EE	0	0.00	25,001	0.00	25,001	0.00	25,001	0.00
PROGRAM DISTRIBUTIONS	778,372	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00
TOTAL - PD	778,372	0.00	1,084,999	0.00	1,084,999	0.00	1,084,999	0.00
GRAND TOTAL	\$778,372	0.00	\$1,110,000	0.00	\$1,110,000	0.00	\$1,110,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$778,372	0.00	\$1,110,000	0.00	\$1,110,000	0.00	\$1,110,000	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.130

Program Name Library Networking Fund

Program is found in the following core budget(s): Library Networking Fund

1a. What strategic priority does this program address?

This program provides funds to Missouri public libraries for materials in any format to meet citizens' needs.

1b. What does this program do?

In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning, whether or not they can afford to purchase them. Reading aloud to young children has been found to be a major factor in school readiness and later reading achievement. Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athlete income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions, grants and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift or grant. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

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

Libraries Served:

	2016	2017	2018
Eligible library districts, per FY	166	160	161
Population of library districts	5,476,272	5,476,272	5,483,526

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

Individual libraries survey their users on satisfaction with services provided.

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

Materials Circulated:

	2016	2017	2018
Total materials circulated, per statistical report	57,649,456	58,600,906	60,048,675
Materials circulated per person	10.53	10.70	10.95

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.130

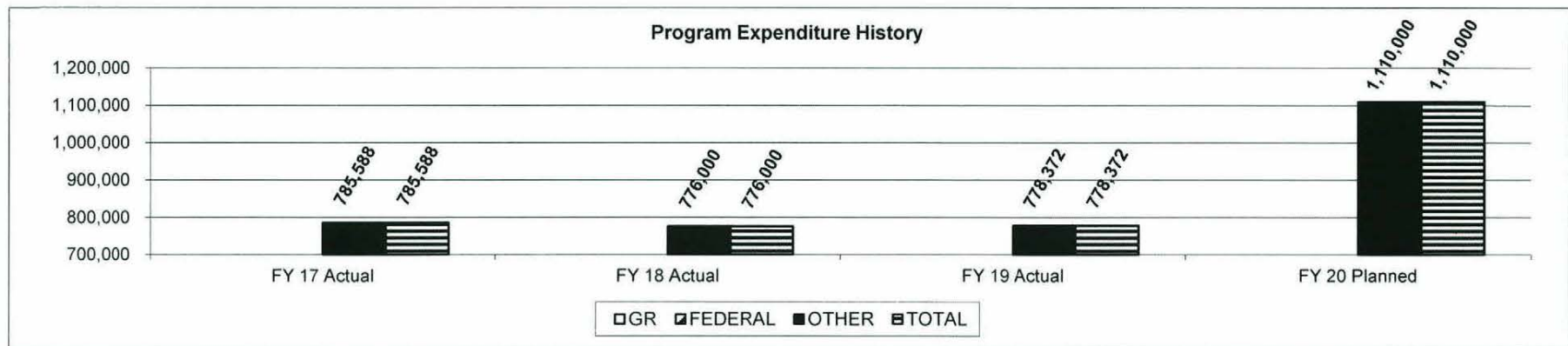
Program Name Library Networking Fund

Program is found in the following core budget(s): Library Networking Fund

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

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

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?

Library Networking Fund (0822)

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

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 182.021 RSMo (State Library)

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

No

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

No

NEW DECISION ITEM
RANK: 9 OF 10

Department Secretary of State	Budget Unit 23727C
Division Library Development	
DI Name Library Networking Fund Increase	DI#1231005
	HB Section 12.130

1. AMOUNT OF REQUEST

	FY 2021 Budget Request				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	2,480,000	2,480,000	
TRF	0	0	0	0	
Total	0	0	2,480,000	2,480,000	
FTE	0.00	0.00	0.00	0.00	

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

	FY 2021 Governor's Recommendation				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	
FTE	0.00	0.00	0.00	0.00	

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restore to FY15 level of funding	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials. These materials support children learning to read as well as adults taking classes and learning new skills.

In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift or grant.

The increase requested is based on the FY21 estimated receipts the Missouri Department of Revenue anticipates receiving from the tax on nonresident out-of-state athletes and entertainers.

NEW DECISION ITEM
RANK: 9 OF 10

Department Secretary of State	Budget Unit 23727C
Division Library Development	
DI Name Library Networking Fund Increase DI#1231005	HB Section 12.130

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Each year the Department of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is based on the FY21 estimated receipts from the tax on nonresident out-of-state athletes and entertainers as reported by the Office of Administration. The FY20 core appropriation is \$1,110,000. The estimated revenues for FY21 are \$34.9 million. Ten percent of that is \$3,490,000. The transfer amount should be \$3,490,000; however, an extra \$100,000 in appropriation authority is kept for the possibility of grants, contributions, or bequests. The request is for the difference.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
							0			
							0			
Total EE	0		0		0		0		0	
Program Distributions					2,480,000		2,480,000			
Total PSD	0		0		2,480,000		2,480,000		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	0	0.0	2,480,000	0.0	2,480,000	0.0	0	

NEW DECISION ITEM
RANK: 9 OF 10

Department Secretary of State				Budget Unit		23727C				
Division Library Development										
DI Name Library Networking Fund Increase				DI#1231005		HB Section		12.130		

NEW DECISION ITEM
RANK: 9 OF 10

Department Secretary of State	Budget Unit 23727C
Division Library Development	
DI Name Library Networking Fund Increase DI#1231005	HB Section 12.130

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an activity measure(s) for the program.

Individuals Served:

5,483,526 residents of Missouri's 161 library districts.

6b. Provide a measure(s) of the program's quality.

Individual libraries survey their users on satisfaction with services provided.

6c. Provide a measure(s) of the program's impact.

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2018, 145,052 children and 22,405 teens participated in summer reading programs through their public libraries.

6d. Provide a measure(s) of the program's efficiency.

Library Cardholders and Materials Circulation

	2016	2017	2018
Missouri Library Cardholders	3,272,652	3,229,988	3,177,377
Materials Borrowed from Libraries	57,649,456	58,600,906	60,048,675

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING FUND								
Inc. Library Networking Fund - 1231005								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	2,480,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	2,480,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$2,480,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$2,480,000	0.00		0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23147C
Division	Administrative Services		
Core	Blue Book Printing	HB Section	12.140

1. CORE FINANCIAL SUMMARY

FY 2021 Budget Request					FY 2021 Governor's Recommendation						
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	0	0	0	0		PS	0	0	0	0	
EE	0	0	50,000	50,000		EE	0	0	50,000	50,000	
PSD	0	0	0	0		PSD	0	0	0	0	
TRF	0	0	0	0		TRF	0	0	0	0	
Total	0	0	50,000	50,000		Total	0	0	50,000	50,000	
FTE	0.00	0.00	0.00	0.00		FTE	0.00	0.00	0.00	0.00	
Est. Fringe	0	0	0	0		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds: Blue Book Printing Fund (0471)

Other Funds: Blue Book Printing Fund (0471)

2. CORE DESCRIPTION

HB2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue in the amount of \$50,000 was appropriated to assist in funding the printing of the Blue Book to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

3. PROGRAM LISTING (list programs included in this core funding)

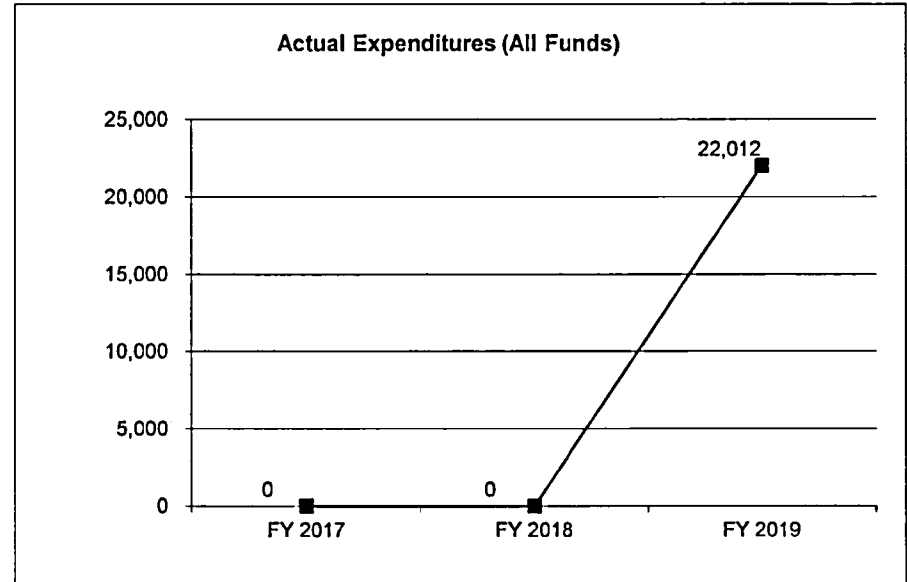
Blue Book Printing

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23147C
Division	Administrative Services		
Core	Blue Book Printing	HB Section	12.140

4. FINANCIAL HISTORY

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Current Yr.
Appropriation (All Funds)	0	0	50,000	50,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	0	0	50,000	50,000
Actual Expenditures (All Funds)	0	0	22,012	N/A
Unexpended (All Funds)	0	0	27,988	0
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	27,988	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

This is a new fund that was developed for the FY19 budget cycle. Because of this, there is no expenditure data for FY16 and FY17.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
BLUE BOOK

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	50,000	50,000	
	Total	0.00	0	0	50,000	50,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	50,000	50,000	
	Total	0.00	0	0	50,000	50,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	50,000	50,000	
	Total	0.00	0	0	50,000	50,000	

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
BLUE BOOK									
CORE									
EXPENSE & EQUIPMENT									
BLUE BOOK PRINTING	21,187	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
TOTAL - EE	21,187	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
PROGRAM-SPECIFIC									
BLUE BOOK PRINTING	825	0.00	0	0.00	0	0.00	0	0.00	0.00
TOTAL - PD	825	0.00	0	0.00	0	0.00	0	0.00	0.00
TOTAL	22,012	0.00	50,000	0.00	50,000	0.00	50,000	0.00	0.00
GRAND TOTAL	\$22,012	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00	0.00

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DECISION ITEM DETAIL

Budget Unit	FY 2019	FY 2019	FY 2020	FY 2020	FY 2021	FY 2021	FY 2021	FY 2021
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
BLUE BOOK								
CORE								
PROFESSIONAL SERVICES	19,867	0.00	50,000	0.00	50,000	0.00	50,000	0.00
MISCELLANEOUS EXPENSES	1,320	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	21,187	0.00	50,000	0.00	50,000	0.00	50,000	0.00
REFUNDS	825	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	825	0.00	0	0.00	0	0.00	0	0.00
GRAND TOTAL	\$22,012	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$22,012	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.140

Program Name Blue Book Printing

Program is found in the following core budget(s): Blue Book Printing

1a. What strategic priority does this program address?

Historical and current information on U.S. Officials, elected officials, state departments, judges, county and municipal information & election results.

1b. What does this program do?

HB 2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue was also appropriated to assist in funding of the Blue Book which is to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

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

No activity measure can be reported at this time. The Secretary of State's office will print and have the Official Manual available for purchase this fall; therefore, no data is available at this time.

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

The Official Manual is a historically significant publication that is vital to researchers and historians. Every effort is made to ensure information included in the Manual is accurate, correct and current on both the published hard bound copy and on the SOS home page.

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

The Official Manual provides citizens of Missouri the information needed for historical and research purposes.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.140

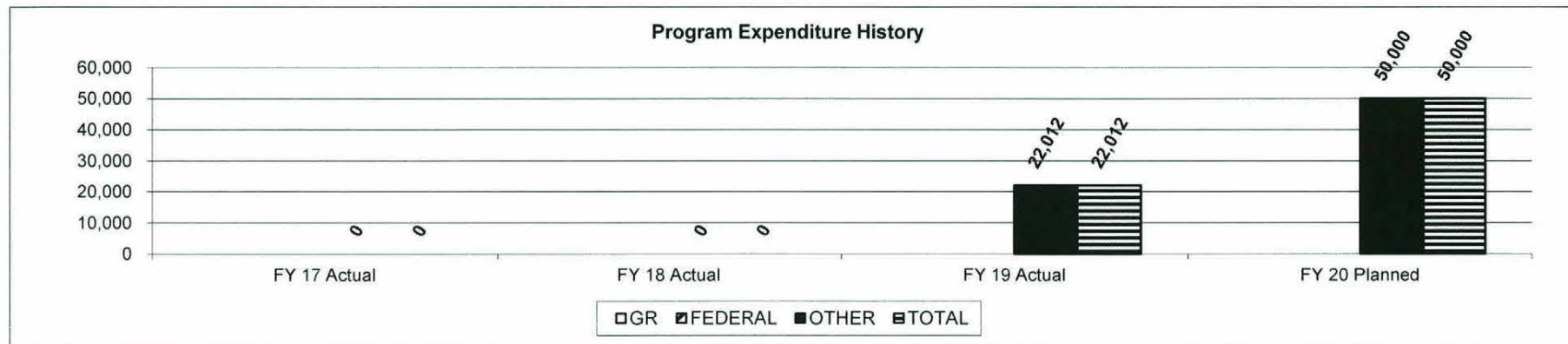
Program Name Blue Book Printing

Program is found in the following core budget(s): Blue Book Printing

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

The Official Manual is a 1,500-page book, and its production is accomplished using three staff members. Information for the Official Manual is obtained by request from each elected official, state department, judge, local county government and political party for inclusion. The book is formatted, edited, proofread, and compiled by three staff members.

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?

Blue Book Printing Fund (0471)

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

House Bill 2012 of the 99th General Assembly

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

No

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

No