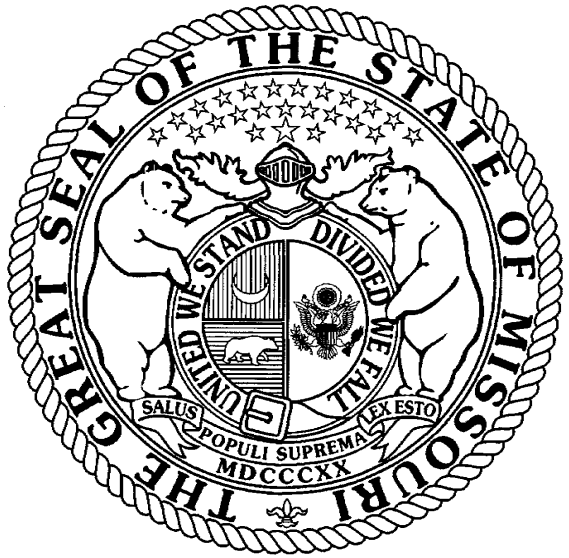
Fiscal Year 2015
Budget Request

Office of the Secretary of State



Jason Kander
Secretary of State

Budget Summary
Reports

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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 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 has three sections: Commissions, Corporations and Uniform Commercial Code. The Secretary of State commissions notaries public, a process which is overseen by the commissions section. The Commissions section certifies notaries for foreign documents, elected officials and the State Registrar of Vital Statistics. The unit authenticates official acts of the Governor and maintains bonds and oaths of office for state officials. The Secretary of State is responsible for the registration of all Missouri and out-of-state business entities doing business in Missouri. These entities include for profit and nonprofit corporations, and specialized business. The Secretary of State's office is the centralized office for the perfecting of personal property liens and other creditor interests under the Uniform Commercial Code (UCC). The Business Services Division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the *Safe at Home* address confidentiality program that helps protect survivors of domestic violence, rape, sexual assault or stalking through the use of a designated address.

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 2012 November general election, 2.7 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 initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal and Facilities Division provides fiscal, budget, procurement, 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 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, 2004 to January 10, 2005, and the Two Years Ended June 30, 2004	Audit	03/2005	http://www.auditor.mo.gov/press/2005-19.pdf
State of Missouri Single Audit July 1, 2004 to June 30, 2005	Audit	03/2006	http://www.auditor.mo.gov/press/2006-18.pdf
State of Missouri Single Audit July 1, 2005 to June 30, 2006	Federal Awards Audit	03/2007	http://www.auditor.mo.gov/press/2007-09.pdf
Office of the Secretary of State July 1, 2004 to June 30, 2007	Audit	10/2007	http://www.auditor.mo.gov/press/2007-60.htm
State HAVA Funds Audit Fiscal Year 2007 - Final Audit Report- Administration of Payments Received Under the Help America Vote Act by the Missouri Secretary of State May1, 2003 Through February 28, 2007	Performance Audit Report	10/2007	http://www.eac.gov/inspector_general/hava_funds_audits.aspx
Office of the Secretary of State July 1, 2008 to June 30, 2010	Audit	12/2010	http://www.auditor.mo.gov/press/2010-164.htm
Office of the Secretary of State July 1, 2010 to January 14, 2013	Audit	03/2013	http://www.auditor.mo.gov/press/2013-023.pdf

Operating Core

NEW DECISION ITEM
RANK: 2 OF

Department : Office of the Secretary of State	Budget Unit
Division	
DI Name: General Structure Adjustment - Cost of Living	DI#: 0000014

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	50,942	6,200	11,437	68,579	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**50,942**	**6,200**	**11,437**	**68,579**	Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*13,021*	*1,585*	*2,923*	*17,529*	*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:

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:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion	X	Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
X	Pay Plan		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.

In Fiscal Year 2014, the General Assembly included and the Governor approved a $500 annual pay raise for all state employees, except elected officials, members of the general assembly and judges covered under the Missouri Citizens' Commission on Compensation for Elected Officials, beginning January 1, 2014 (12 pay periods). The remaining 12 pay periods were unfunded, but the stated intent was to provide the funding in FY 15.

NEW DECISION ITEM
RANK: 2 OF

Department : Office of the Secretary of State	Budget Unit
Division	
DI Name: General Structure Adjustment - Cost of Living	DI#: 0000014

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 appropriation amount for the Fiscal Year 14 pay plan was based on the pay increase beginning in January, 2014 for the final twelve pay periods of the fiscal year. This requested amount is equivalent to the remaining twelve pay periods 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	0.0	
	50,942		6,200		11,437		68,579	0.0	
Total PS	**50,942**	**0.0**	**6,200**	**0.0**	**11,437**	**0.0**	**68,579**	**0.0**	**0**
Grand Total	**50,942**	**0.0**	**6,200**	**0.0**	**11,437**	**0.0**	**68,579**	**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	0.0	
							0	0.0	
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 Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Pay Plan FY14-Cost to Continue - 0000014								
EXECUTIVE DEPUTY SEC OF STATE	0	0.00	0	0.00	250	0.00	0	0.00
INFORMATION TECHNOLOGY DIRECTO	0	0.00	0	0.00	250	0.00	0	0.00
DIR OF POLICY & GOV AFFAIRS	0	0.00	0	0.00	250	0.00	0	0.00
PERSONNEL OFFICER	0	0.00	0	0.00	500	0.00	0	0.00
EXECUTIVE ASSISTANT	0	0.00	0	0.00	250	0.00	0	0.00
DEPUTY SECRETARY OF ELECTIONS	0	0.00	0	0.00	250	0.00	0	0.00
ELECTIONS DIRECTOR	0	0.00	0	0.00	250	0.00	0	0.00
LOCAL RECORDS DIRECTOR	0	0.00	0	0.00	250	0.00	0	0.00
COMMISSIONER OF SECURITIES	0	0.00	0	0.00	250	0.00	0	0.00
DEPUTY SECRETARY OF STATE BUSI	0	0.00	0	0.00	250	0.00	0	0.00
DIR OF ADMIN RULES/HUMAN RSRCS	0	0.00	0	0.00	250	0.00	0	0.00
DIRECTOR OF RECORDS MGT	0	0.00	0	0.00	251	0.00	0	0.00
ADMINISTRATIVE SECRETARY	0	0.00	0	0.00	500	0.00	0	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	250	0.00	0	0.00
ACCOUNTANT II	0	0.00	0	0.00	250	0.00	0	0.00
EDITOR	0	0.00	0	0.00	500	0.00	0	0.00
STATE ARCHIVIST	0	0.00	0	0.00	251	0.00	0	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	0	0.00	251	0.00	0	0.00
RECORDS ANALYST	0	0.00	0	0.00	500	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	1,250	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	250	0.00	0	0.00
ADMINISTRATIVE ARCHIVIST	0	0.00	0	0.00	250	0.00	0	0.00
COMPUTER INFO TECH II	0	0.00	0	0.00	750	0.00	0	0.00
COMPUTER INFO TECH III	0	0.00	0	0.00	250	0.00	0	0.00
ARCHIVIST	0	0.00	0	0.00	4,748	0.00	0	0.00
ELECTRONIC RECORDS ARCHIVIST	0	0.00	0	0.00	753	0.00	0	0.00
RECORDS CENTER SUPERVISOR	0	0.00	0	0.00	250	0.00	0	0.00
ADMINISTRATIVE AIDE I	0	0.00	0	0.00	500	0.00	0	0.00
GENERAL COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
DIRECTOR-FIELD OPERATIONS	0	0.00	0	0.00	750	0.00	0	0.00
GRANT OFFICER	0	0.00	0	0.00	250	0.00	0	0.00
SECURITIES COMPLIANCE AUDTR	0	0.00	0	0.00	1,000	0.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Pay Plan FY14-Cost to Continue - 0000014								
REFERENCE LIBRARIAN	0	0.00	0	0.00	1,000	0.00	0	0.00
ASSISTANT COMMISSIONER	0	0.00	0	0.00	250	0.00	0	0.00
STATE LIBRARIAN	0	0.00	0	0.00	250	0.00	0	0.00
READER ADVISOR	0	0.00	0	0.00	1,500	0.00	0	0.00
SENIOR REFERENCE ARCHIVIST	0	0.00	0	0.00	250	0.00	0	0.00
CLERK I	0	0.00	0	0.00	2,850	0.00	0	0.00
DIR OF FISCAL & FACILITIES	0	0.00	0	0.00	250	0.00	0	0.00
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	250	0.00	0	0.00
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	1,000	0.00	0	0.00
COMPOSING EQUIPMENT OPER II	0	0.00	0	0.00	250	0.00	0	0.00
SENIOR CONSERVATOR	0	0.00	0	0.00	250	0.00	0	0.00
CONSERVATOR	0	0.00	0	0.00	500	0.00	0	0.00
DIRECTOR CORPORATIONS/PROJ MGR	0	0.00	0	0.00	250	0.00	0	0.00
INVESTIGATOR I	0	0.00	0	0.00	1,500	0.00	0	0.00
INVESTIGATOR II	0	0.00	0	0.00	750	0.00	0	0.00
LICENSING ASSISTANT	0	0.00	0	0.00	250	0.00	0	0.00
LIBRARIAN	0	0.00	0	0.00	750	0.00	0	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	2,000	0.00	0	0.00
DIRECTOR LIBRARY DEV	0	0.00	0	0.00	250	0.00	0	0.00
LIBRARY CONSULTANT	0	0.00	0	0.00	1,500	0.00	0	0.00
DIRECTOR REF SERVICES	0	0.00	0	0.00	250	0.00	0	0.00
ADMINISTATIVE AIDE II	0	0.00	0	0.00	250	0.00	0	0.00
ADMINISTRATIVE AIDE III	0	0.00	0	0.00	1,000	0.00	0	0.00
DEP DIRECTOR FOR PUBLIC SRVCS	0	0.00	0	0.00	250	0.00	0	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	750	0.00	0	0.00
SPECIALIST	0	0.00	0	0.00	1,250	0.00	0	0.00
SUPERVISOR I	0	0.00	0	0.00	250	0.00	0	0.00
SUPERVISOR II	0	0.00	0	0.00	500	0.00	0	0.00
TECH I	0	0.00	0	0.00	1,750	0.00	0	0.00
TECH II	0	0.00	0	0.00	7,000	0.00	0	0.00
TECH III	0	0.00	0	0.00	4,250	0.00	0	0.00
ACCOUNTANT I	0	0.00	0	0.00	250	0.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Pay Plan FY14-Cost to Continue - 0000014								
SUPERVISOR IV	0	0.00	0	0.00	1,000	0.00	0	0.00
ASSOCIATE EDITOR	0	0.00	0	0.00	250	0.00	0	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	500	0.00	0	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	250	0.00	0	0.00
TECH IV	0	0.00	0	0.00	750	0.00	0	0.00
RESEARCH ANALYST I	0	0.00	0	0.00	1,850	0.00	0	0.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	250	0.00	0	0.00
DIR OF COMMS & PUB	0	0.00	0	0.00	250	0.00	0	0.00
POLICY/COMMUNICATIONS ASST	0	0.00	0	0.00	250	0.00	0	0.00
RECEPTIONIST II	0	0.00	0	0.00	250	0.00	0	0.00
GRAPHIC ARTS SPECIALIST II	0	0.00	0	0.00	250	0.00	0	0.00
DIRECTOR OF INVESTOR EDUCATION	0	0.00	0	0.00	250	0.00	0	0.00
CHIEF ENFORCEMENT COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
CHIEF REGISTRATION COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
DEPUTY CHIEF COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
SMALL BUSINESS ADVOCATE	0	0.00	0	0.00	250	0.00	0	0.00
DEP DIR POLICY & GOV AFFAIRS	0	0.00	0	0.00	250	0.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	0	0.00	0	0.00	250	0.00	0	0.00
SENIOR COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
CHIEF COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
ELECTIONS COORDINATOR	0	0.00	0	0.00	250	0.00	0	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	0	0.00	0	0.00	250	0.00	0	0.00
HISTORICAL EDUCATOR	0	0.00	0	0.00	250	0.00	0	0.00
SUPERVISING ARCHIVIST	0	0.00	0	0.00	250	0.00	0	0.00
ELECTIONS SPECIALIST	0	0.00	0	0.00	750	0.00	0	0.00
MCVR ELECTIONS SPECIALIST I	0	0.00	0	0.00	250	0.00	0	0.00
MCVR ELECTIONS SPECIALIST II	0	0.00	0	0.00	250	0.00	0	0.00
STATISTICAL RESEARCH ANALYST	0	0.00	0	0.00	250	0.00	0	0.00
COMPUTER INFO TECH MANAGER I	0	0.00	0	0.00	500	0.00	0	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	1,000	0.00	0	0.00
HUMAN RESOURCES DIRECTOR	0	0.00	0	0.00	250	0.00	0	0.00
DEP DIR OF CREATIVE & SOC MDIA	0	0.00	0	0.00	250	0.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Pay Plan FY14-Cost to Continue - 0000014								
PROGRAM MANAGER	0	0.00	0	0.00	250	0.00	0	0.00
IMAGING SERVICES MANAGER	0	0.00	0	0.00	250	0.00	0	0.00
DIGITAL COLLECTIONS COORD	0	0.00	0	0.00	500	0.00	0	0.00
DIGITAL PROJECTS SPECIALIST	0	0.00	0	0.00	250	0.00	0	0.00
COMMUNICATIONS/PUBLS ASST	0	0.00	0	0.00	250	0.00	0	0.00
DEPUTY COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
PROGRAM SPECIALIST	0	0.00	0	0.00	250	0.00	0	0.00
PARALEGAL	0	0.00	0	0.00	250	0.00	0	0.00
DEPUTY DIRECTOR OF PUBLICATION	0	0.00	0	0.00	250	0.00	0	0.00
SPECIAL ASSISTANT	0	0.00	0	0.00	625	0.00	0	0.00
DEPUTY ENFORCEMENT COUNSEL	0	0.00	0	0.00	250	0.00	0	0.00
ELECTIONS ANALYST	0	0.00	0	0.00	250	0.00	0	0.00
SENIOR AUDITOR	0	0.00	0	0.00	250	0.00	0	0.00
INVESTIGATIONS MANAGER	0	0.00	0	0.00	250	0.00	0	0.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	250	0.00	0	0.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	250	0.00	0	0.00
ASST DIR FISCAL & FACILITIES	0	0.00	0	0.00	250	0.00	0	0.00
PROCUREMENT OFFICER III	0	0.00	0	0.00	250	0.00	0	0.00
FISCAL & CENTRAL SVCS ASST	0	0.00	0	0.00	250	0.00	0	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**68,579**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$68,579**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$50,942**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$6,200**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$11,437**	**0.00**		**0.00**

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	7,350,969	194.42	7,427,292	209.76	7,427,292	207.76	0	0.00
NAT ENDOW HUM SV AMER TREAS GR	0	0.00	158,449	2.00	158,449	2.00	0	0.00
ELECTION ADMIN IMPROVEMENT	132,043	2.85	269,042	6.00	269,042	6.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	446,793	13.34	242,421	6.80	242,421	6.80	0	0.00
SEC OF ST TECHNOLOGY TRUST	165,996	3.67	338,360	7.00	338,360	7.00	0	0.00
LOCAL RECORDS PRESERVATION	625,359	16.82	1,069,760	27.24	1,017,912	25.24	0	0.00
INVESTOR EDUC & PROTECTION	493,790	10.64	564,414	11.50	564,414	11.50	0	0.00
TOTAL - PS	9,214,950	241.74	10,069,738	270.30	10,017,890	266.30	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	1,758,552	0.00	1,503,408	0.00	1,503,408	0.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	117,615	0.00	227,574	0.00	227,574	0.00	0	0.00
SEC OF ST TECHNOLOGY TRUST	1,235,945	0.00	3,161,180	0.00	3,161,180	0.00	0	0.00
LOCAL RECORDS PRESERVATION	155,442	0.00	519,969	0.00	519,969	0.00	0	0.00
INVESTOR EDUC & PROTECTION	519,421	0.00	945,364	0.00	945,364	0.00	0	0.00
SEC OF ST-WOLFNER LIBRARY	13,064	0.00	30,000	0.00	30,000	0.00	0	0.00
TOTAL - EE	3,800,039	0.00	6,387,495	0.00	6,387,495	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	44,854	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	44,854	0.00	1	0.00	1	0.00	0	0.00
TOTAL	**13,059,843**	**241.74**	**16,457,234**	**270.30**	**16,405,386**	**266.30**	**0**	**0.00**
Pay Plan FY14-Cost to Continue - 0000014								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	50,942	0.00	0	0.00
NAT ENDOW HUM SV AMER TREAS GR	0	0.00	0	0.00	500	0.00	0	0.00
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	1,500	0.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	0	0.00	0	0.00	4,200	0.00	0	0.00
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	1,750	0.00	0	0.00
LOCAL RECORDS PRESERVATION	0	0.00	0	0.00	6,812	0.00	0	0.00

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Pay Plan FY14-Cost to Continue - 0000014								
PERSONAL SERVICES								
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	2,875	0.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	68,579	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**68,579**	**0.00**	**0**	**0.00**
Safe at Home Confdty NDI - 1231009								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	37,000	1.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	37,000	1.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	19,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	19,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**56,000**	**1.00**	**0**	**0.00**
Elections Integrity - 1231001								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	77,400	2.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	77,400	2.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	2,500	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	2,500	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**79,900**	**2.00**	**0**	**0.00**
Military Absentee Ballots NDI - 1231003								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**100,000**	**0.00**	**0**	**0.00**
Securities Inv Enforcement NDI - 1231008								
PERSONAL SERVICES								

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Securities Inv Enforcement NDI - 1231008								
PERSONAL SERVICES								
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	128,424	2.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	128,424	2.00	0	0.00
TOTAL	0	0.00	0	0.00	128,424	2.00	0	0.00
GRAND TOTAL	$13,059,843	241.74	$16,457,234	270.30	$16,838,289	271.30	$0	0.00

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23140C
Division	All Division - See Program Description		
Core -	Operating Core		

1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	7,427,292	669,912	1,920,686	10,017,890	**PS**	0	0	0	0
EE	1,503,409	227,574	4,656,513	6,387,496	**EE**	0	0	0	0
PSD	0	0	0	0	**PSD**	0	0	0	0
TRF	0	0	0	0	**TRF**	0	0	0	0
Total	**8,930,701**	**897,486**	**6,577,199**	**16,405,386**	**Total**	**0**	**0**	**0**	**0**
FTE	**207.76**	**14.80**	**43.74**	**266.30**	**FTE**	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*3,917,897*	*353,379*	*1,013,162*	*5,284,437*	***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: Technology Trust Fund (0266) - 28.160 RSMo
Local Records (0577) - 59.319 RSMo
Investor Education and Protection Fund (0829) - 409.006.601 RSMo
Wolfner Library Trust Fund (0928) -181.150 RSMo

Other Funds:

2. CORE DESCRIPTION

This core represents all operating expenses of nine separate divisions. FTE count was reduced from 280.3 to 270.3 in the FY2014 budget cycle. In the FY2015 budget request, there was a decrease of four FTE by the Secretary of State. The Program Descriptions give the purpose, necessity, and uses of funding.

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

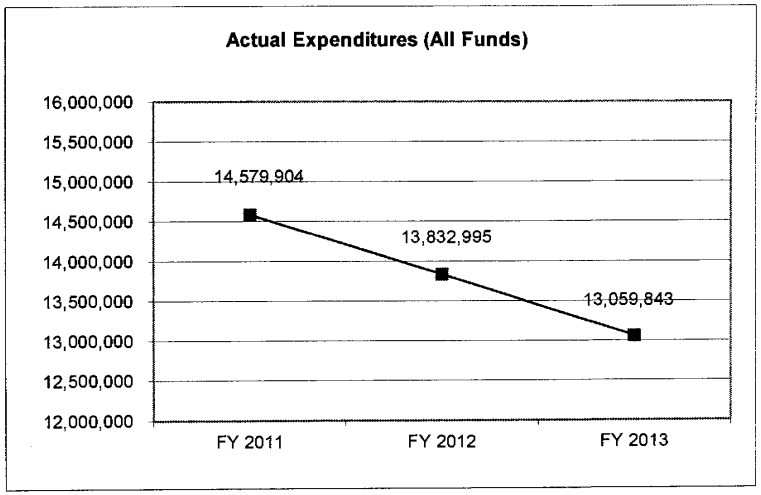
Administrative Services - Fiscal and Central Services
Executive Services - Executive Staff, HR, and Communications (includes Publications)
Elections
Record Services - Archives, Records Management, Document Preservation, and Local Records
Administrative Rules/Legal Services
Securities
Business Services
Information Technology Services
Library Services - Administration, Library Reference, Library Development, and Wolfner

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23140C
Division	All Division - See Program Description		
Core -	Operating Core		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	18,081,811	16,352,406	16,767,743	16,457,234
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	18,081,811	16,352,406	16,767,743	N/A
Actual Expenditures (All Funds)	14,579,904	13,832,995	13,059,843	N/A
Unexpended (All Funds)	3,501,907	2,519,411	3,707,900	N/A
Unexpended, by Fund:				
General Revenue	158,262	13,523	20,163	N/A
Federal	266,548	336,750	596,229	N/A
Other	3,077,097	2,169,408	3,091,508	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

FY11 to FY12 appropriation decrease is due to a core reduction of $229,405, and a NDI SOS KB reduction of $1,500,000 .

FY12 to FY13 appropriation increase is due to a personal service transfer $1,105. Document Preservation grant of $241,949 was previously reported separately but is now part of the operating core; the General Assembly funded 23 of the 24 pay periods: $172,283.

FY13 to FY14 appropriation decrease is due to the net difference between the raises funded by the General Assembly and the elimination of funding for 10 FTE in Library Services. As well, the Wolfner Trust fund received an increase in appropriation authority by $15,499.

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	270.30	7,427,292	669,912	1,972,534	10,069,738	
		EE	0.00	1,503,408	227,574	4,656,513	6,387,495	
		PD	0.00	1	0	0	1	
		Total	**270.30**	**8,930,701**	**897,486**	**6,629,047**	**16,457,234**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	1855 0073	PS	(2.00)	0	0	0	0	
Core Reduction	1855 9491	PS	(2.00)	0	0	(51,848)	(51,848)	
Core Reallocation	1653 0073	PS	0.00	0	0	0	0	
NET DEPARTMENT CHANGES			**(4.00)**	**0**	**0**	**(51,848)**	**(51,848)**	
DEPARTMENT CORE REQUEST								
		PS	266.30	7,427,292	669,912	1,920,686	10,017,890	
		EE	0.00	1,503,408	227,574	4,656,513	6,387,495	
		PD	0.00	1	0	0	1	
		Total	**266.30**	**8,930,701**	**897,486**	**6,577,199**	**16,405,386**	
GOVERNOR'S RECOMMENDED CORE								
		PS	266.30	7,427,292	669,912	1,920,686	10,017,890	
		EE	0.00	1,503,408	227,574	4,656,513	6,387,495	
		PD	0.00	1	0	0	1	
		Total	**266.30**	**8,930,701**	**897,486**	**6,577,199**	**16,405,386**	

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	$ 7,427,292
100%	Fund	0101	0077	Expense and Equipment	1,503,409
100%	Fund	0151	8226	Personal Service	158,449
100%	Fund	0157	4490	Personal Service	269,042
100%	Fund	0195	4193	Personal Service	242,421
100%	Fund	0195	4194	Expense and Equipment	227,574
100%	Fund	0266	2221	Personal Service	338,360
100%	Fund	0266	2222	Expense and Equipment	3,161,180
100%	Fund	0577	9491	Personal Service	1,017,912
100%	Fund	0577	9492	Expense and Equipment	519,969
100%	Fund	0928	4195	Expense and Equipment	30,000
100%	Fund	0829	5532	Personal Service	564,414
100%	Fund	0829	5533	Expense and Equipment	945,364
				Total	$16,405,386

DEPARTMENT REQUEST

Section	PS or EE	Core	% Flex Requested	Flex Request Amount
HB 12.035	**PS**	**$10,017,890**	**100%**	**$10,017,890**
HB 12.035	**E & E**	**$6,387,496**	**100%**	**$6,387,496**
	Total			**$16,405,386**

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	$200,000

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 was not used in fiscal year 2013.	Unknown at this time

DECISION ITEM DETAIL

Budget Unit / Decision Item / Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
CORE								
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	0	0.00
EXECUTIVE DEPUTY SEC OF STATE	57,601	0.62	92,554	1.00	0	0.00	0	0.00
INFORMATION TECHNOLOGY DIRECTO	45,642	0.59	77,506	1.00	0	0.00	0	0.00
DIR OF POLICY & GOV AFFAIRS	61,062	1.00	62,221	1.00	65,004	1.00	0	0.00
PERSONNEL OFFICER	76,725	1.90	81,844	2.00	81,844	2.00	0	0.00
EXECUTIVE ASSISTANT	0	0.00	41,267	1.00	42,000	1.00	0	0.00
DEPUTY SECRETARY OF ELECTIONS	0	0.00	77,506	1.00	89,640	1.00	0	0.00
ELECTIONS DIRECTOR	38,488	0.58	66,808	1.00	66,808	1.00	0	0.00
LOCAL RECORDS DIRECTOR	36,913	0.58	64,514	1.00	64,514	1.00	0	0.00
COMMISSIONER OF SECURITIES	81,846	0.90	91,294	1.00	91,294	1.00	0	0.00
DEPUTY SECRETARY OF STATE BUSI	29,890	0.42	84,322	1.00	84,250	1.00	0	0.00
DIR OF ADMIN RULES/HUMAN RSRCS	71,397	0.90	77,555	1.00	84,250	1.00	0	0.00
COMMISSIONS OFFICER	0	0.00	39	0.00	0	0.00	0	0.00
DIRECTOR OF RECORDS MGT	54,316	1.00	57,689	1.00	57,689	1.00	0	0.00
ADMINISTRATIVE SECRETARY	27,650	1.00	60,270	2.00	60,270	2.00	0	0.00
EXECUTIVE SECRETARY	47,841	1.00	48,169	1.00	52,258	1.00	0	0.00
ACCOUNTANT II	35,311	1.00	35,619	1.00	35,311	1.00	0	0.00
EDITOR	77,106	1.96	79,525	2.00	79,076	2.00	0	0.00
STATE ARCHIVIST	77,256	1.00	79,211	1.00	84,269	1.00	0	0.00
ASSISTANT STATE ARCHIVIST	56,618	1.00	56,962	1.00	56,962	1.00	0	0.00
RECORDS ANALYST	66,366	2.00	66,973	2.00	66,973	2.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	53,172	2.13	125,327	5.00	75,671	3.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	27,146	1.00	27,440	1.00	27,440	1.00	0	0.00
ADMINISTRATIVE ARCHIVIST	45,071	1.00	51,856	1.00	51,856	1.00	0	0.00
ASSISTANT EDITOR	617	0.02	0	0.00	29,616	1.00	0	0.00
PHOTO MACHINE OPERATOR	28,594	1.13	61	0.00	0	0.00	0	0.00
COMPUTER INFO TECH II	92,629	2.26	123,933	3.00	131,082	3.00	0	0.00
COMPUTER INFO TECH III	46,014	1.04	44,494	1.00	88,666	2.00	0	0.00
ARCHIVIST	522,468	13.98	807,680	18.99	755,832	16.99	0	0.00
ELECTRONIC RECORDS ARCHIVIST	71,840	1.77	81,433	3.01	120,074	3.01	0	0.00
PART-TIME SUMMER	7,523	0.30	0	0.00	0	0.00	0	0.00
PART-TIME OTHER	9,291	0.28	12	0.00	0	0.00	0	0.00

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	**********	**********
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SECRETARY OF STATE								
CORE								
RECORDS CENTER SUPERVISOR	34,688	1.00	34,966	1.00	34,966	1.00	0	0.00
ADMINISTRATIVE AIDE I	50,052	1.94	52,323	2.00	52,323	2.00	0	0.00
GENERAL COUNSEL	42,108	0.46	91,294	1.00	99,960	1.00	0	0.00
DIRECTOR-FIELD OPERATIONS	135,501	2.96	136,952	3.00	140,142	3.00	0	0.00
GRANT OFFICER	41,750	1.00	284	0.00	45,108	1.00	0	0.00
SECURITIES COMPLIANCE AUDTR	129,327	3.63	145,966	4.00	147,548	4.00	0	0.00
REFERENCE LIBRARIAN	179,534	4.92	147,688	4.00	114,120	3.00	0	0.00
ASSISTANT COMMISSIONER	69,831	1.00	70,195	1.00	70,195	1.00	0	0.00
STATE LIBRARIAN	84,072	1.00	84,322	1.00	84,250	1.00	0	0.00
READER ADVISOR	173,199	6.00	191,536	6.00	256,394	11.40	0	0.00
SENIOR REFERENCE ARCHIVIST	40,983	1.00	41,300	1.00	41,300	1.00	0	0.00
CLERK I	211,100	9.00	263,595	11.40	238,408	10.00	0	0.00
DIR OF FISCAL & FACILITIES	78,830	1.00	77,506	1.00	84,250	1.00	0	0.00
OFFICE SUPPORT ASST (CLERICAL)	24,174	1.00	24,740	1.00	24,740	1.00	0	0.00
SR OFC SUPPORT ASST (CLERICAL)	114,423	4.02	114,603	4.00	114,603	4.00	0	0.00
COMPOSING EQUIPMENT OPER II	30,717	1.00	30,971	1.00	32,050	1.00	0	0.00
PT OTHER-RESEARCH ANALYST I	15,275	0.65	28	0.00	24,527	1.40	0	0.00
SENIOR CONSERVATOR	44,172	1.00	44,497	1.00	44,497	1.00	0	0.00
CONSERVATOR	76,090	2.00	76,714	2.00	76,714	2.00	0	0.00
DIRECTOR CORPORATIONS/PROJ MGR	37,557	0.58	60,574	1.00	63,106	1.00	0	0.00
INVESTIGATOR I	130,042	3.83	152,511	6.00	35,092	1.00	0	0.00
INVESTIGATOR II	109,279	3.00	110,241	3.00	214,746	6.00	0	0.00
LICENSING ASSISTANT	29,148	1.00	29,447	1.00	29,447	1.00	0	0.00
LIBRARIAN	32,042	0.84	112,382	3.00	117,945	3.00	0	0.00
COMPUTER INFO TECH SPEC I	325,525	6.26	374,989	8.00	360,130	8.00	0	0.00
DIRECTOR LIBRARY DEV	65,503	1.00	65,860	1.00	65,860	1.00	0	0.00
LIBRARY CONSULTANT	200,363	4.81	41,983	1.00	90,166	2.00	0	0.00
DIRECTOR REF SERVICES	52,134	1.00	52,469	1.00	52,469	1.00	0	0.00
ADMINISTATIVE AIDE II	28,324	0.96	29,853	1.00	0	0.00	0	0.00
ADMINISTRATIVE AIDE III	119,600	4.04	181,960	6.00	119,767	4.00	0	0.00
DEP DIRECTOR FOR PUBLIC SRVCS	15,036	0.33	52,182	1.00	45,358	1.00	0	0.00
DIRECTOR-WOLFNER LIBRARY	53,201	1.00	53,288	1.00	53,288	1.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
CORE								
COMPUTER INFO TECH I	49,578	1.35	74,216	3.00	37,422	1.00	0	0.00
SPECIALIST	171,039	4.85	177,168	5.00	111,456	3.00	0	0.00
SUPERVISOR I	28,093	1.00	274	0.00	29,100	1.00	0	0.00
SUPERVISOR II	61,870	1.96	63,732	2.00	33,792	1.00	0	0.00
SUPERVISOR III	0	0.00	88	0.00	0	0.00	0	0.00
TECH I	148,373	5.81	155,946	6.00	155,653	6.00	0	0.00
TECH II	681,177	25.22	684,723	27.00	519,164	25.00	0	0.00
TECH III	457,711	16.36	478,198	17.00	654,266	23.00	0	0.00
ACCOUNTANT I	29,592	1.00	29,890	1.00	29,890	1.00	0	0.00
SUPERVISOR IV	164,021	4.00	151,888	4.00	155,464	4.00	0	0.00
ASSOCIATE EDITOR	31,789	1.00	32,076	1.00	32,410	1.00	0	0.00
COMPUTER INFO TECH TRAINEE	58,541	1.96	60,417	2.00	60,393	2.00	0	0.00
COMPUTER INFO TECH SPEC II	53,201	1.01	53,538	1.00	53,538	1.00	0	0.00
TECH IV	104,591	3.14	101,404	3.00	101,404	3.00	0	0.00
RESEARCH ANALYST I	158,250	5.27	167,772	7.40	169,955	7.50	0	0.00
SENIOR RECORDS ANALYST	42,517	1.00	42,836	1.00	42,836	1.00	0	0.00
DIR OF COMMS & PUB	35,576	0.58	62,221	1.00	60,250	1.00	0	0.00
POLICY/COMMUNICATIONS ASST	29,508	1.00	29,898	1.00	29,898	1.00	0	0.00
RECEPTIONIST II	32,877	1.00	33,181	1.00	33,181	1.00	0	0.00
GRAPHIC ARTS SPECIALIST II	30,144	1.00	30,443	1.00	30,443	1.00	0	0.00
CHIEF OF STAFF	37,841	0.42	0	0.00	90,000	1.00	0	0.00
DIRECTOR OF INVESTOR EDUCATION	44,566	1.03	43,733	1.00	43,733	1.00	0	0.00
CHIEF ENFORCEMENT COUNSEL	57,769	1.01	58,206	2.00	58,205	1.00	0	0.00
CHIEF REGISTRATION COUNSEL	50,047	1.00	59,228	1.00	58,370	1.00	0	0.00
DEPUTY CHIEF COUNSEL	45,923	1.00	49,935	1.00	49,935	1.00	0	0.00
SMALL BUSINESS ADVOCATE	0	0.00	51,336	1.00	45,000	1.00	0	0.00
DEP DIR POLICY & GOV AFFAIRS	15,979	0.42	40,270	1.00	42,250	1.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	38,009	1.00	38,322	1.00	38,322	1.00	0	0.00
SENIOR COUNSEL	82,547	1.03	77,506	1.00	84,250	1.00	0	0.00
SECURITIES SPECIALIST	23,424	0.71	34,994	1.00	0	0.00	0	0.00
CHIEF COUNSEL	57,385	1.00	57,729	1.00	57,729	1.00	0	0.00
ELECTIONS COORDINATOR	37,314	1.00	37,625	1.00	37,625	1.00	0	0.00

Budget Unit	FY 2013	FY 2013	FY 2014	FY 2014	FY 2015	FY 2015	**********	**********
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SECRETARY OF STATE								
CORE								
CURATOR OF EXHIBITS/SPEC PRJCT	48,093	1.00	48,421	1.00	48,421	1.00	0	0.00
HISTORICAL EDUCATOR	36,642	1.00	36,952	1.00	36,952	1.00	0	0.00
SUPERVISING ARCHIVIST	40,227	1.00	40,543	1.00	40,543	1.00	0	0.00
ELECTIONS SPECIALIST	78,673	2.00	126,153	3.00	126,153	3.00	0	0.00
MCVR ELECTIONS SPECIALIST I	35,995	1.00	36,303	1.00	36,303	1.00	0	0.00
MCVR ELECTIONS SPECIALIST II	43,321	1.01	43,641	1.00	43,641	1.00	0	0.00
STATISTICAL RESEARCH ANALYST	38,009	1.00	38,331	1.00	40,510	1.00	0	0.00
COMPUTER INFO TECH MANAGER I	115,538	2.00	116,226	2.00	116,226	2.00	0	0.00
ACCOUNTING SPECIALIST II	98,542	2.36	104,447	4.00	105,231	3.00	0	0.00
HUMAN RESOURCES DIRECTOR	41,574	0.58	77,506	1.00	0	0.00	0	0.00
DEP DIR OF CREATIVE & SOC MDIA	19,490	0.51	38,317	1.00	42,000	1.00	0	0.00
PROGRAM MANAGER	51,031	1.00	51,361	1.00	52,426	1.00	0	0.00
IMAGING SERVICES MANAGER	40,983	1.00	41,299	1.00	41,299	1.00	0	0.00
DIGITAL COLLECTIONS COORD	39,448	1.00	286	0.00	41,266	1.00	0	0.00
DIGITAL PROJECTS SPECIALIST	39,448	1.00	39,762	1.00	0	0.00	0	0.00
DEP DIRECTOR OF POLICY & ADMIN	0	0.00	16	0.00	0	0.00	0	0.00
COMMUNICATIONS/PUBLS ASST	26,661	0.85	32,074	1.00	31,824	1.00	0	0.00
SPECIAL INVESTIGATOR	0	0.00	35	0.00	0	0.00	0	0.00
ACCOUNTING ANALYST II	39,448	1.00	39,512	1.00	39,512	1.00	0	0.00
ELECTIONS OPERATION ADMSTR	28,514	0.72	38	0.00	0	0.00	0	0.00
DEPUTY COUNSEL	37,922	0.65	45,494	1.00	104,254	2.00	0	0.00
PROGRAM SPECIALIST	29,696	1.00	29,889	1.00	30,946	1.00	0	0.00
PARALEGAL	37,585	1.17	32,076	1.00	34,342	1.00	0	0.00
DEPUTY DIRECTOR OF PUBLICATION	40,983	1.00	41,300	1.00	41,300	1.00	0	0.00
SPECIAL ASSISTANT	15,771	0.53	43,397	2.50	41,004	1.00	0	0.00
ASSOCIATE AUDIT COUNSEL	14,004	0.38	0	0.00	0	0.00	0	0.00
DEPUTY ENFORCEMENT COUNSEL	40,993	0.91	45,400	1.00	90,720	2.00	0	0.00
ELECTIONS ANALYST	0	0.00	32,401	1.00	32,439	1.00	0	0.00
SYSTEM PROJECT MANAGER	0	0.00	42	0.00	0	0.00	0	0.00
SYSTEMS ANALYST SPECIALIST	0	0.00	31	0.00	0	0.00	0	0.00
SENIOR AUDITOR	40,779	1.00	41,095	1.00	41,095	1.00	0	0.00
INVESTIGATIONS MANAGER	45,683	1.00	46,007	1.00	84,047	2.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
CORE								
CENTRAL SERVICES TECHNICIAN	31,211	1.00	31,512	1.00	31,512	1.00	0	0.00
CENTRAL SERVICES SUPERVISOR	35,995	1.00	36,303	1.00	36,303	1.00	0	0.00
ASST DIR FISCAL & FACILITIES	62,805	1.00	63,157	1.00	65,254	1.00	0	0.00
PROCUREMENT OFFICER III	57,002	1.26	46,246	1.00	46,246	1.00	0	0.00
FISCAL & CENTRAL SVCS ASST	25,863	1.00	26,323	1.00	26,323	1.00	0	0.00
GEN CNSL/EX DPTY SECR OF STATE	52,833	0.54	0	0.00	0	0.00	0	0.00
DIRADRL/ACTDPDRSOSELC/ACTSECCM	7,529	0.10	0	0.00	0	0.00	0	0.00
DEPUTY DIR OF ADMINISTRATION	16,822	0.42	0	0.00	0	0.00	0	0.00
DEPUTY DIR OF BUSINESS SRVS	18,083	0.42	0	0.00	0	0.00	0	0.00
ELECTIONS COUNSEL	21,443	0.43	0	0.00	0	0.00	0	0.00
DIR OF CONSTITUENT SERVICES	16,398	0.42	0	0.00	0	0.00	0	0.00
DIR OF BUSINESS SERVICES	35,318	0.42	0	0.00	0	0.00	0	0.00
DIR OF ELECTIONS & INFO TECHN	37,690	0.42	0	0.00	0	0.00	0	0.00
COMMUNICATIONS DIRECTOR	24,597	0.42	0	0.00	0	0.00	0	0.00
DEPUTY DIR OF COMMUNICATIONS	15,979	0.42	0	0.00	0	0.00	0	0.00
MANAGING EDITOR	1,773	0.04	0	0.00	0	0.00	0	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	1,585	0.04	0	0.00	0	0.00	0	0.00
TOTAL - PS	**9,214,950**	**241.74**	**10,069,738**	**270.30**	**10,017,890**	**266.30**	**0**	**0.00**
TRAVEL, IN-STATE	71,565	0.00	224,254	0.00	97,055	0.00	0	0.00
TRAVEL, OUT-OF-STATE	21,105	0.00	18,246	0.00	25,035	0.00	0	0.00
FUEL & UTILITIES	0	0.00	11,700	0.00	5	0.00	0	0.00
SUPPLIES	698,513	0.00	850,265	0.00	947,063	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	109,721	0.00	129,791	0.00	129,791	0.00	0	0.00
COMMUNICATION SERV & SUPP	180,334	0.00	235,222	0.00	235,223	0.00	0	0.00
PROFESSIONAL SERVICES	1,104,141	0.00	2,482,348	0.00	2,647,466	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	3,900	0.00	7,175	0.00	3,875	0.00	0	0.00
M&R SERVICES	897,995	0.00	1,197,993	0.00	1,107,081	0.00	0	0.00
COMPUTER EQUIPMENT	494,444	0.00	928,311	0.00	750,311	0.00	0	0.00
MOTORIZED EQUIPMENT	20,645	0.00	7,737	0.00	47,437	0.00	0	0.00
OFFICE EQUIPMENT	103,684	0.00	86,015	0.00	150,015	0.00	0	0.00
OTHER EQUIPMENT	57,579	0.00	127,859	0.00	139,859	0.00	0	0.00
PROPERTY & IMPROVEMENTS	7,478	0.00	7,024	0.00	8,024	0.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
CORE								
BUILDING LEASE PAYMENTS	16,788	0.00	7,342	0.00	20,342	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	5,302	0.00	38,852	0.00	48,852	0.00	0	0.00
MISCELLANEOUS EXPENSES	6,845	0.00	27,361	0.00	30,061	0.00	0	0.00
TOTAL - EE	**3,800,039**	**0.00**	**6,387,495**	**0.00**	**6,387,495**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	44,854	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**44,854**	**0.00**	**1**	**0.00**	**1**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$13,059,843**	**241.74**	**$16,457,234**	**270.30**	**$16,405,386**	**266.30**	**$0**	**0.00**
GENERAL REVENUE	**$9,154,375**	**194.42**	**$8,930,701**	**209.76**	**$8,930,701**	**207.76**		**0.00**
FEDERAL FUNDS	**$696,451**	**16.19**	**$897,486**	**14.80**	**$897,486**	**14.80**		**0.00**
OTHER FUNDS	**$3,209,017**	**31.13**	**$6,629,047**	**45.74**	**$6,577,199**	**43.74**		**0.00**

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Administrative Services
Program is found in the following core budget(s): Operating Core

1. What does this program do?

This core request is to allow continued service to the agency for financial, facilities, and central services.

2. 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, RSMo, and the agreements entered into between this office and the Office of Administration.

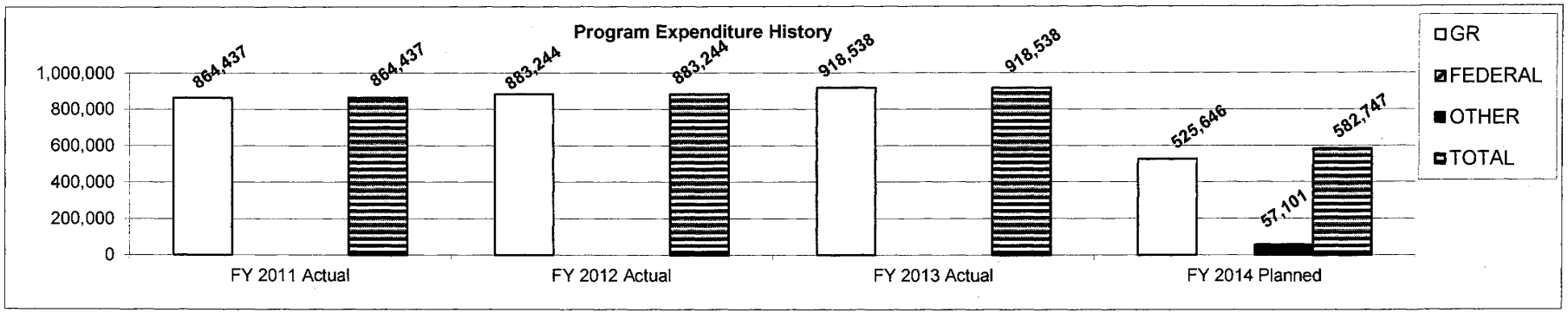
3. Are there federal matching requirements? If yes, please explain.

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.



Note: The Publications Unit moved from Administrative Services to Executive Services in FY07.

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

Investor Education and Protection

7a. Provide an effectiveness measure.

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, 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
Program Name: Administrative Services
Program is found in the following core budget(s): Operating Core

7b. Provide an efficiency measure.

The process of ordering and distributing office supplies was recently centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, six 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 these employees.

7c. Provide the number of clients/individuals served, if applicable.

The Administrative Services Division not only provides support to all the staff of the SOS, they also provide support to all grant recipients, such as the local libraries and local election authorities.

7d. Provide a customer satisfaction measure, if available.

Average invoice turn-around time is 14 days or less from date of invoice to payment, depending upon whether federal funds are involved and a drawdown is required before payment may issue. The mail is delivered on time, the storeroom is stocked to address agency-wide needs, and the fleet is safely maintained and scheduled.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Executive Services
Program is found in the following core budget(s): Operating Core

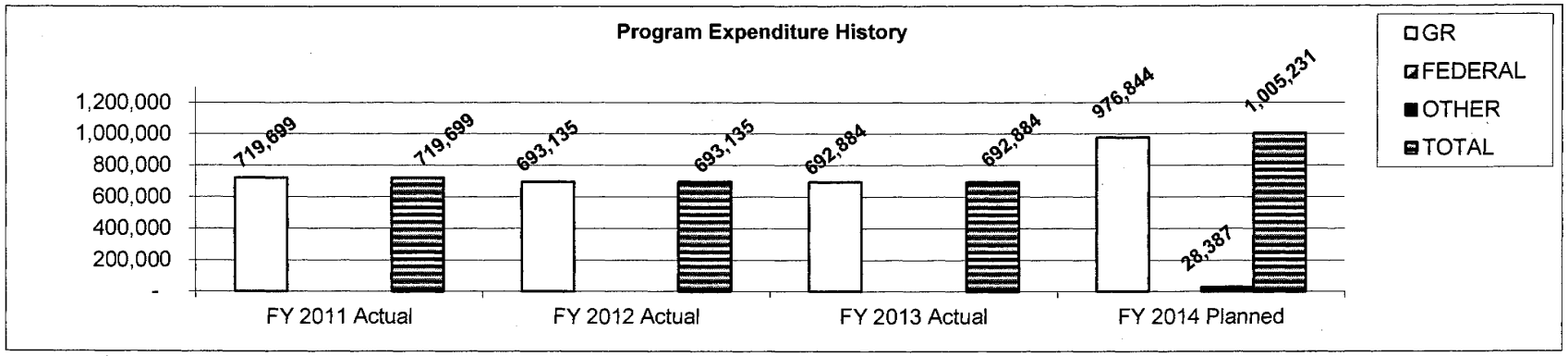
1. **What does this program do?**
   This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of Agency programs and the productive coordination of the various divisions. This includes the creation and definition of policy and the direction for implementation of these policies. Priority outcomes are:
   1) Continue to provide leadership and expertise in business and information systems to state and local governments. This will be accomplished by continued strategic planning, coordination with other government agencies, and the commitment of resources to achieve the planned objectives.
   2) Enhance information access for governmental and constituent customers.

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

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

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

Investor Education and Protection

7a. Provide an effectiveness measure.

None

7b. Provide an efficiency measure.

None

7c. Provide the number of clients/individuals served, if applicable.

The number of clients/individuals served are the budgeted FTE, as well as any prospective employees.

Publications distributed to the General Assembly, schools, and the public were: General Assembly Roster, Missouri Roster, Missouri Constitution, and Great Seal Sheets.

7d. Provide a customer satisfaction measure, if available.

None available

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Elections Division of the Office of the Secretary of State has identified several strategic issues and numerous goals that affect its core delivery of services. These include: 1) Preparing for and assisting local election authorities in conducting fair and orderly elections; planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiatives, resolutions and referendums; reporting, counting and certifying election results; and meeting the requirements of the Help America Vote Act of 2002. 2) Providing quality customer service: Delivering responsive and timely service to meet increasing demand for answers to elections -related questions from local election authorities, elected officials, and the public; and maintaining statutory compliance in providing services to state and to local governments. 3) Enhancing information access: Maintaining statewide voter registration database and processing documents to make them accessible to the public when requested through this or other offices. 4) Providing enhanced opportunity for eligible Missourians to vote: Continuing to work with counties and state and federal agencies to implement the requirements of the National Voter Registration Act and Help America Vote Act; working to increase voter registration through public service announcements; evaluating existing election laws and suggesting any changes that could increase voter participation while maintaining election integrity. 5) Educate the public, government officials, and local election authorities about the elections process: Publishing various election materials; and participating in election conferences and speaking on issues of general applicability.

2. 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 and federal law including the National Voter Registration Act and the Help America Vote Act.

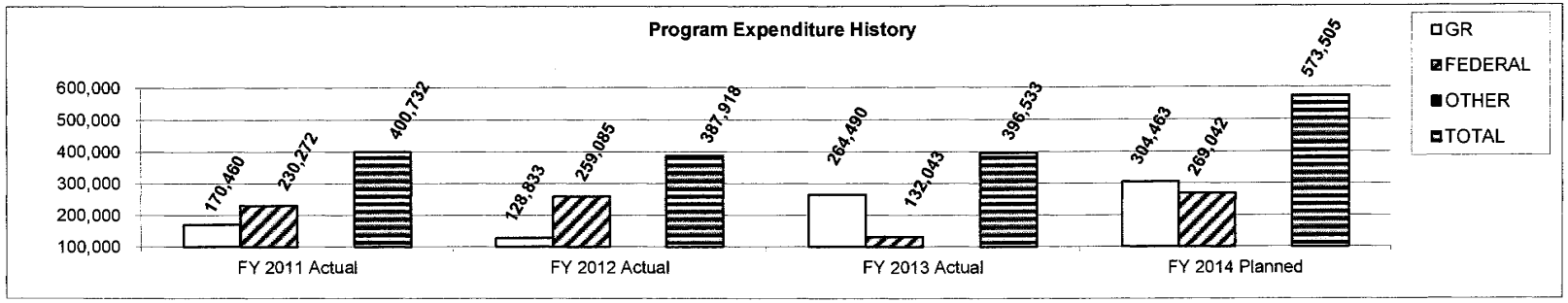
3. Are there federal matching requirements? If yes, please explain.

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

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

7a. Provide an effectiveness measure.

The Elections Division has a goal of increasing voter registration and access to the voter registration process. However, the numbers of registered voters and voter registration applications fluctuate from year to year. As of June 1, 2012 there were 4,081,632 registered voters. The Office of the Secretary of State mailed the following number of voter registration applications:

2008 - 759,982
2009 - 105,323
2010 - 203,074
2011- 245,561
2012 - 463,983

The number of National Change of Address mailings in Fiscal Year 2010 was 284,125, Fiscal Year 2011 was 287,475, Fiscal Year 2012 was 390,000,and Fiscal Year 2013 was 225,225.

7b. Provide an efficiency measure.

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

7c. Provide the number of clients/individuals served, if applicable.

116 local election authorities and thousands of prospective registered voters and callers requesting information.

7d. Provide a customer satisfaction measure, if available.

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records and Archives
Program is found in the following core budget(s): Operating Core

1. 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 permanent and 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 and the prompt and orderly destruction of records no longer possessing sufficient value to warrant their future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during their retention, and efficient destruction when the retention period has expired. The program evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state 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.

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

RSMo 109 and dedicated funding for Local Records from Recorder of Deeds user fees in RSMo 59.319 (3)

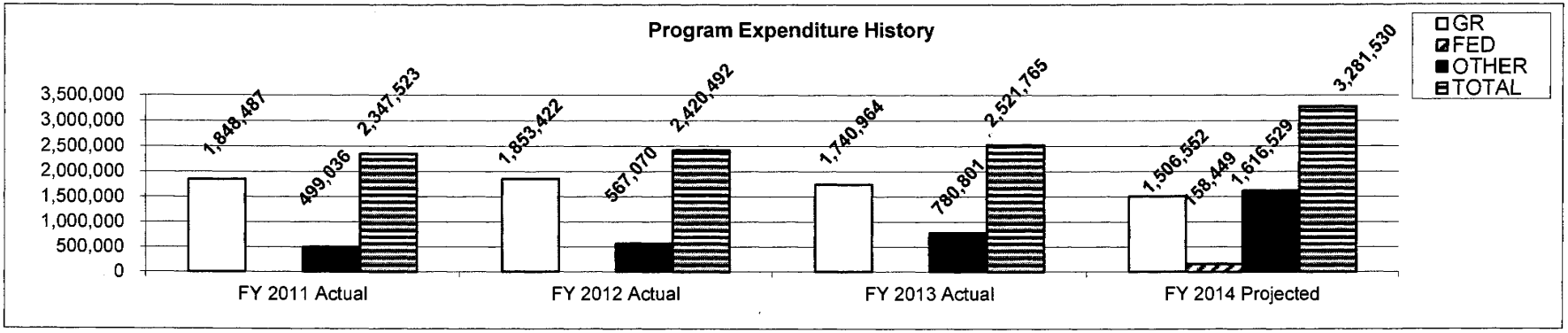
3. Are there federal matching requirements? If yes, please explain.

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
Program Name Records and Archives
Program is found in the following core budget(s): Operating Core

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

Local Records Preservation Program (0577)
Secretary of State's Information Technology Trust Fund Account (0266)

7a. Provide an effectiveness measure.

Archives: In FY13, the Missouri State Archives responded to 25,853 information requests. Of these, 2,535 were first-time customers. The Archives website had 98,232,762 hits in FY13 with an average of 74,885 unique visitors each month.

Records Management Imaging Services:	FY11	FY12	FY13	FY14 Projected
Images Microfilmed	2,732,672	2,518,193	3,867,461	4,000,000
Images Scanned	1,853,545	1,535,709	2,531,524	2,800,000

7b. Provide an efficiency measure.

Records Management:

	FY11	FY12	FY13	FY14 Projected
Records Center pulls/re-files	53,802	61,376	59,264	61,000

Local Records:

Projects	85	85	80	85

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records and Archives
Program is found in the following core budget(s): Operating Core

7c. Provide the number of clients/individuals served, if applicable.

Archives:

The statistics in section 7a include all mail, email, telephone, in person, and website customers.

Records Management: Number of state government units storing inactive records in State Records Center

	FY11	FY12	FY13	FY14 Projected
Agency units storing records in Records Center	380	401	418	430
Records Center pulls/re-files	53,802	61,376	59,264	61,000
Records Center new boxes for storage	25,585	25,050	28,619	32,000
Records Center boxes destroyed	10,469	6,978	7,336	10,000

Local Records: Core clients are all local government entities in Missouri including: 114 counties; 860 municipalities; 523 school districts; county, municipal, circuit, and probate clerks; recorders of deeds and collectors; and public school administrators.

7d. Provide a customer satisfaction measure, if available.

In FY13 Missouri Digital Heritage was named by "Family Tree Magazine" as one of the '101 Best Websites' for the eleventh year in a row.

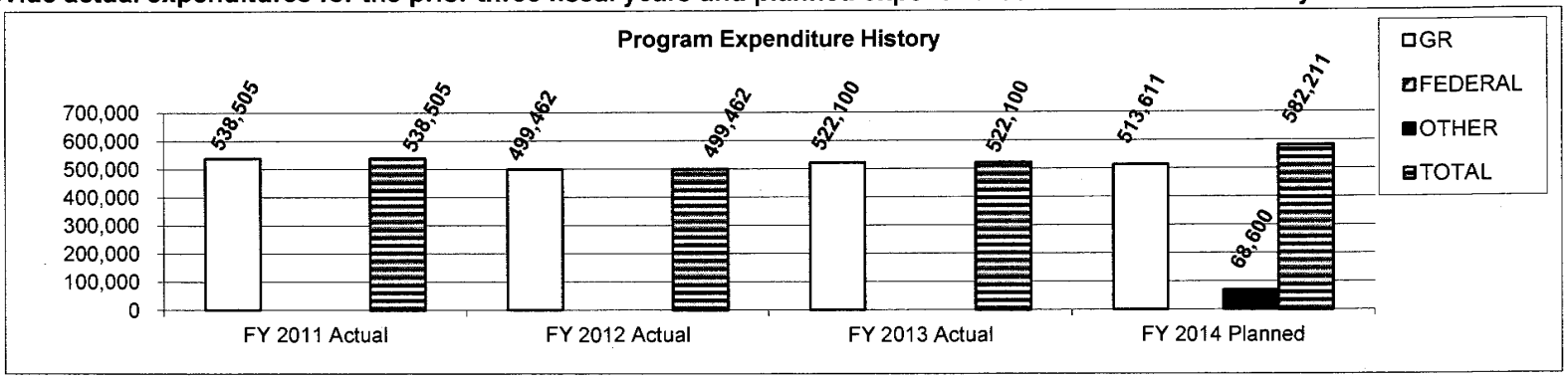
PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Administrative Rules/Legal Services
Program is found in the following core budget(s): Operating Core

1. **What does this program do?** See response to question 2

2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**
   The Administrative Rules Division is required by statute, Chapter 536 RSMo, to accept rule filings, edit the filings, and then publish them 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. The Division publishes rule material six times per month which includes two (2) paper and two (2) Internet publications of the *Missouri Register* and one (1) paper and one (1) Internet publication of the *Code of State Regulations.* The Administrative Rules Division has implemented several features on the SOS homepage to assist in rulemaking such as: allowing state agencies to download current rules as word documents for use in amending current rules; providing fillable rulemaking forms/templates on-line; permitting agencies to email electronic copies of proposed rule text changes to SOS; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. This Division routinely answers questions from agencies and the public regarding filing rules and has published and maintans an updated rule manual containing uniform standards and procedures for use in making rule filings, *Rulemaking 1-2-3.* Division staff also assist agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, the Administrative Rule Division offers classes to any agencies/entities in how to prepare and make rule filings.

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
Program Name: Administrative Rules/Legal Services
Program is found in the following core budget(s): Operating Core

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

Investor Education and Protection

7a. Provide an effectiveness measure.

Our primary effectiveness measure is continuing the timely processing of monthly publications without additional staff and little or no overtime. For the 2013 fiscal year, Ad Rules processed the following:
64 Emergency rules
450 Proposed rules
442 Orders of Rulemaking
32 In Additions
16 Executive Orders
225 Dissolutions and other filings were filed with our Division, for a total of 1229 total filings published. In fiscal year 2013, 2440 pages of *Missouri Register* and 2381 pages of *Code* were published. From July 1, 2013 through August 15, 2013, the Division has received 7 Emergency rule(s);138 Proposed rules; 82 Orders of Rulemaking; 6 In Additions; 3 Executive Orders; 44 Dissolutions and other filings to make a total of 280 filings and a total of 416 pages of *Missouri Register* and 667 pages of Code published.

7b. Provide an efficiency measure.

The above was accomplished with no additional staff.

7c. Provide the number of clients/individuals served, if applicable.

Administrative Rules serves 191 state agencies/entities, who may have numerous rulemakers. Anyone interested in rulemaking may also access our website which has an electronic copy of the Rulemaking 1-2-3 manual, rulemaking forms, copy text for amending rules, and a timeline calculator for tracking key dates. An up-to-date copy of the Missouri Register and Code is also on our website.

7d. Provide a customer satisfaction measure, if available.

The Secretary of State's Office has received positive emails and written compliments regarding improvements to the Administrative Rule Division web page and its rulemaking classes. The Division of Administrative Rules offers in person rulemaking classes for all agencies upon request. From July 1, 2012 through September 3, 2013, numerous classes were requested and rulemaking training was conducted with the Commission for the Deaf and Hard of Hearing; Department of Social Services; Department of Health and Senior Services; Division of State Parks; Department of Social Services, MoHealthNet; MCHCP; and the Office of the Attorney General. Postive comments have been received from the attendees of this training that the Departments and Commission found the training beneficial.

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Securities Division
Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Securities Division provides investor protection to the citizens of Missouri through the administration and enforcement of the Missouri Securities Act of 2003 and the Model Commodities Code. Enforcement includes 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. Administration includes the registration of broker-dealers, their agents, investment advisers and their representatives, the registration of securities, and the notice-filing of federal covered securities and state exemptions from registration. Investor Education includes the preparation and printing of education materials for seminars, presentations and other public events and funding for financial education in elementary and high schools.

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

Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo., and 2003 Model Commodities Code, 409.800 et seq., RSMo.

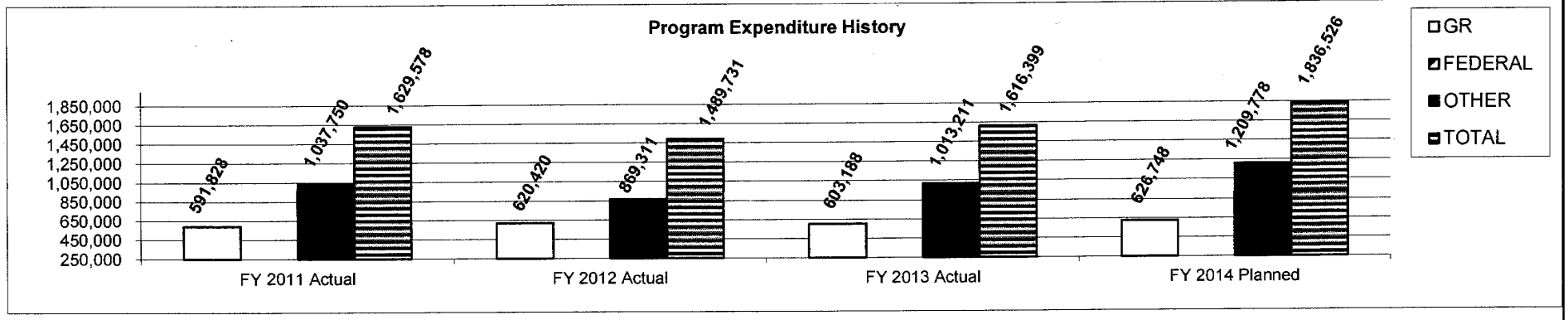
3. Are there federal matching requirements? If yes, please explain.

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

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

Investor Education and Protection Fund (0829)

7a. Provide an effectiveness measure.

Measuring the effectiveness of law enforcement is difficult. Stronger investor protection should result in a lower percentage of complaints involving fraud and unregistered activity.

7b. Provide an efficiency measure.

Measuring the efficiency of law enforcement is difficult. Theoretically, law enforcement is more efficient with increased case analysis and prompt action.

7c. Provide the number of clients/individuals served, if applicable.

	FY 2010	FY 2011	FY 2012	FY 2013
Registered securities sellers/advisers				
- Broker-dealers	1,764	1,743	1,691	1,694
- Broker-dealer agents	120,289	128,402	125,571	135,727
- Investment advisers-registered	287	298	301	377
- Federal Advisers-notice filed	1,242	1,245	1,217	1,259
- Investment adviser representatives	8,550	9,034	8,924	9,795
Registered securities offerings	38	54	50	32
Federal covered securities notice-filings	2,430	2,738	2,733	1,950
State exemption notice-filings	26	40	31	29

	CY2009	CY2010	CY2011	CY2012
Enforcement investigations opened	202	146	144	108
BDIA examinations/audits	73	77	115	81
Administrative enforcement orders	56	46	43	42
Prison sentences ordered from Securities Referrals (in years)	6	13.5	12	17.5
Victim restitution orders	16	11	9	14
Amount of restituion ordered	$960,350,000	$540,947,000	$5,734,000	$7,589,680.92

7d. Provide a customer satisfaction measure, if available.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Business Services
Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Business Services Division is comprised of four business units: Corporations, Uniform Commercial Code (UCC), Commissions and the Safe at Home Program. Corporations is responsible for receiving, filing and maintaining all business and corporate filings that are required by law, as well as handling service of process and filing and maintaining trademark and service mark registrations. UCC is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law. 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. The *Safe at Home* Program, which went into effect August 28, 2007, is an address confidentiality program which provides survivors of sexual assault, rape, stalking and domestic violence a substitute mailing address. Under this program, participants are provided a substitute mailing address to use on new records they create with state agencies, local government agencies, and the courts.

Each work area is responsible for answering customer inquiries timely and accurately whether by phone, in person or through correspondence with the office. Business Services has field offices in St. Louis, Kansas City and Springfield.

All filings for Corporations, except service of process filings, are done through the Knowledge Base system. Corporate registration reports, fictitious name registrations, good standing requests, certified copy requests, and limited liability company registrations are available to file, review, search and request online. All UCC filings can be filed online. In Commissions, notary look-up and the mandatory notary training course are available online.

The Business Services Division efficiently and effectively serves the citizens of Missouri by providing increased access to records and images 24 hours a day,

2. 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

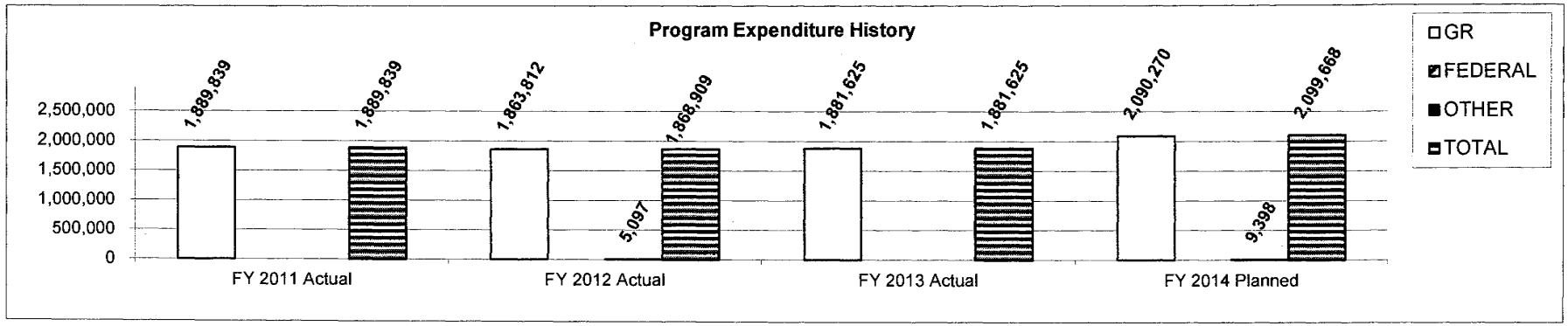
3. Are there federal matching requirements? If yes, please explain.

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

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

Secretary of State Technology Trust Fund

7a. Provide an effectiveness measure.

The Business Services Division tracks turn-around time for all documents processed. Average processing time for paper documents is two days or less, except during peak processing times and for incomplete or incorrect filings. Turnaround time for online filings is instantaneous. Walk-in customers receive immediate processing of their documents, with only a few exceptions that need more specialized review. Mail for *Safe at Home* participants is processed and sent out to the participants the same day as being received by our office.

7b. Provide an efficiency measure.

Business Filings

	Online Filings	Paper Filings	Total
FY2013	177,927	189,833	367,760

UCC Filings

	Online Filings	Paper Filings	Total
FY2013	134,705	15,072	149,777

7c. Provide the number of clients/individuals served, if applicable.

The Business Services Division processes approximately 400,000 business and commissions filings and 150,000 UCC filings annually. For FY2013, there were over 90.2 million hits to the Secretary of State Business Services' Division web pages. A total of 1,916 participants have been served by the *Safe at Home* Address Confidentiality Program since the program began in 2007.

7d. Provide a customer satisfaction measure, if available.

For FY2013, the average number of hits to the Secretary of State Business Services Division web pages was over 7.5 million per month. The Business Services Division assists approximately 565,000 active businesses.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Information Technology Division
Program is found in the following core budget(s): Operating Core

1. 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 disaster recovery and business continuity planning. Additionally, the SOS Information Technology Division is responsible for the devlopment, maintenance and management of the Internet, intranet, and extranet presence of the Office of Secretary of State. SOS Information Technology Division works in cooperation with the SOS Elections Division to provide oversight and management of a centralized voter registration system to the local election authorities of each election jurisdiction in the State of Missouri.

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

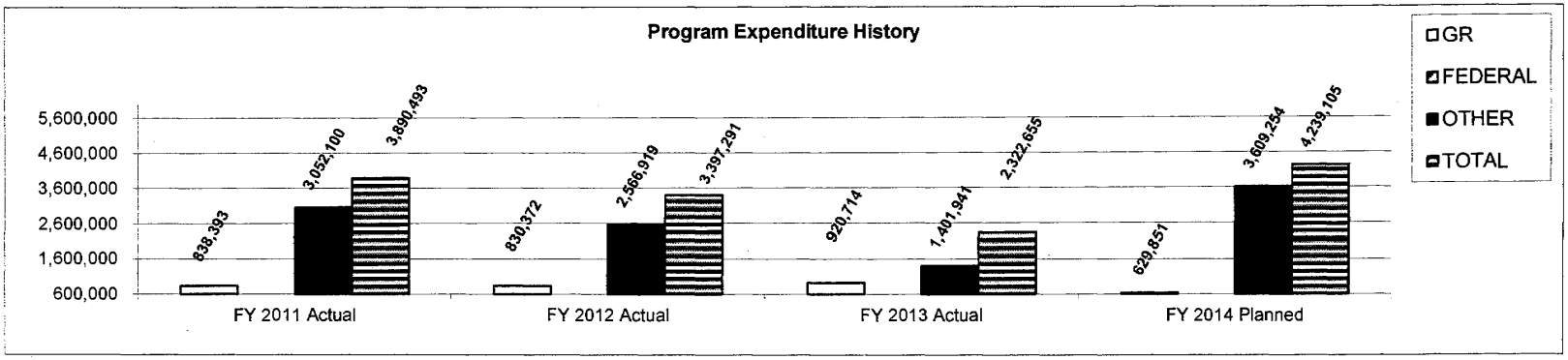
3. Are there federal matching requirements? If yes, please explain.

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.



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

Secretary of State Technology Trust Fund (0266)
Investor Education and Protection Fund (0829)

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Information Technology Division
Program is found in the following core budget(s): Operating Core

7a. Provide an effectiveness measure.

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

	Actual
Network Availability	99.95%
Service Request Ticket Volume	276/month
Number of Completed Projects	18

7b. Provide an efficiency measure.

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

	Actual
Service Request Ticket Turnaround Time (Avg)	1 hr. 9 min

7c. Provide the number of clients/individuals served, if applicable.

The SOS Information Technology Division supports all SOS staff as well as the Local Elections 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.

SOS Staff	270.3
Local Elections Authorities and Staff	1200
System transactions completed by citizens or businesses	> 3,000,000

7d. Provide a customer satisfaction measure, if available.

Customer satisfaction is an important measure in validating the overall effectiveness and efficiency of our operation and the services provided. Satisfaction measures include over 99% website availability.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): Operating Core

1. What does this program do?

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 quality library service to the legislature and the executive branch agencies as well as other state and local governments. The State Library distributes state aid, federal and private grant funds and provides literacy assistance, training and continuing education and administrative guidance to local libraries.

Library research services are provided to state government employees and the Legislature. The resources needed to provide continued operation of these services include personnel and support for a core collection of print books, federal and state publications, print journals and newspapers. Expanded collections of electronic resources make available to state employees on their desktop computers full-text jounal articles and books as well as newspaper articles, business databases, legislative histories, bills and laws.

2. 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.

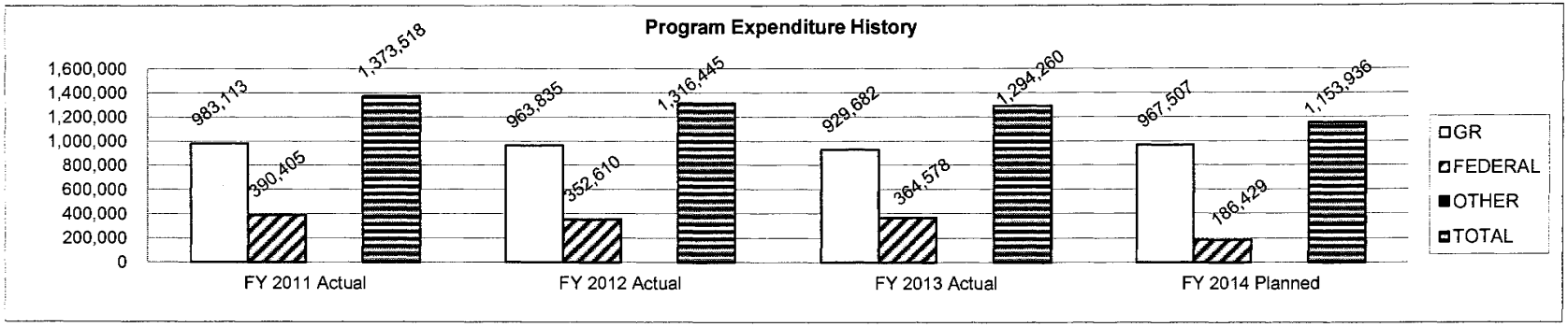
3. Are there federal matching requirements? If yes, please explain.

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

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

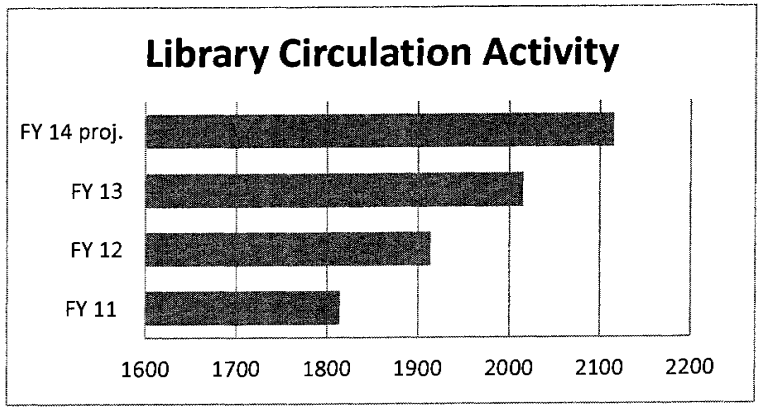
None.

7a. Provide an effectiveness measure.

The MOBIUS shared library catalog allows the State Library to have immediate access to materials in libraries across the state to fill information requests of state employees. MOBIUS circulation statistics reflect lending/borrowing activity, not including renewals.

MOBIUS Borrowing: Items provided to state employees from other libraries to fill requests.

MOBIUS Lending: Items loaned to other libraries to assist with research needs.



7b. Provide an efficiency measure.

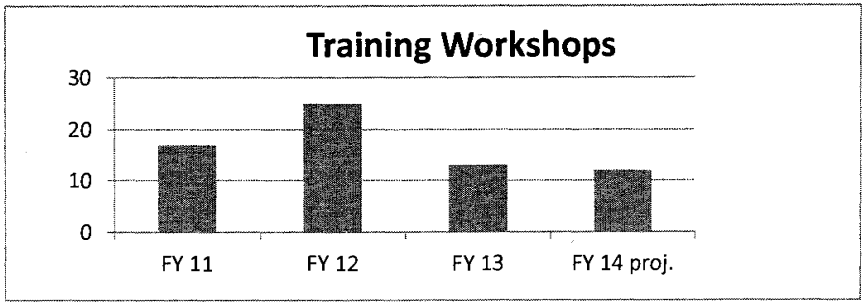
The percent of public libraries participating in the statewide summer reading program has been 90% and above since FY 2007.

7c. Provide the number of clients/individuals served, if applicable.

	2010	2011	2012	2013
Youth summer reading club participants	125,180	217,262	183,990	187,538
Teen summer reading club participants	25,882	30,576	49,474	32,767

7d. Provide a customer satisfaction measure, if available.

Reference Services has a strong outreach effort including training state employees in the use of library services and products, especially using electronic databases. Training sessions are held in MOTEC classrooms and also on-demand in agency offices. Increased costs at MOTEC and reduction in funds available for these classrooms means other venues for computer-based training must be located.



PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Wolfner Library
Program is found in the following core budget(s): Operating Core

1. What does this program do?

Talking Book and Braille Library is a free library service available to anyone in the State of Missouri certified unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 185,000 volumes of books in non-print formats (audio recordings and Braille) on a broad range of fiction and non-fiction topics, for all ages. Wolfner Library staff also facilitate patron downloading of digital books from BARD, a national repository of talking books for eligible citizens. The library loans machines to those using the recorded materials. Books, magazines and machines are mailed to and from library patrons, wherever they reside, at no charge. Over 11,000 Missourians actively use the Wolfner Library service.

2. 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

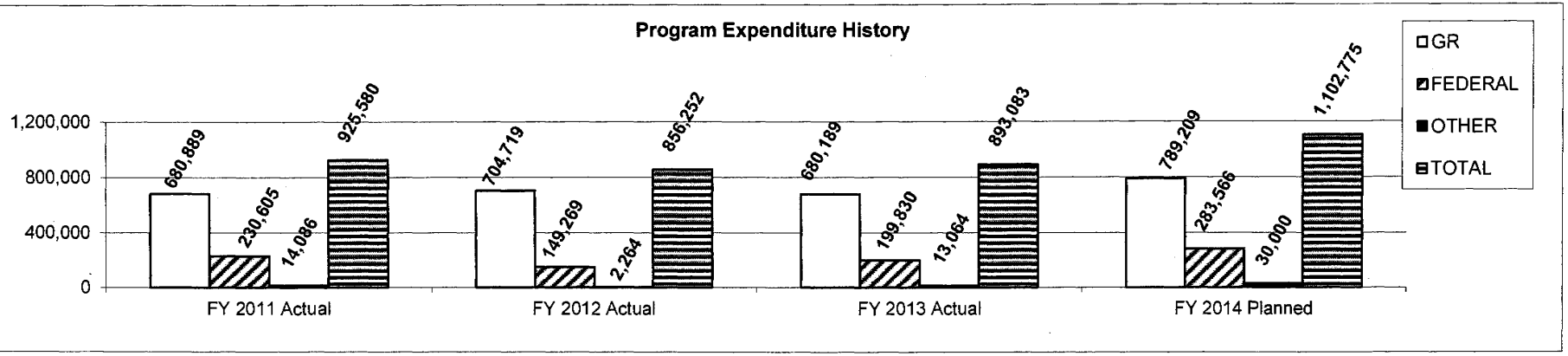
3. Are there federal matching requirements? If yes, please explain.

No

4. 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 print. Each state provides services to the blind and physically disabled under the direction of the National Library Service.

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



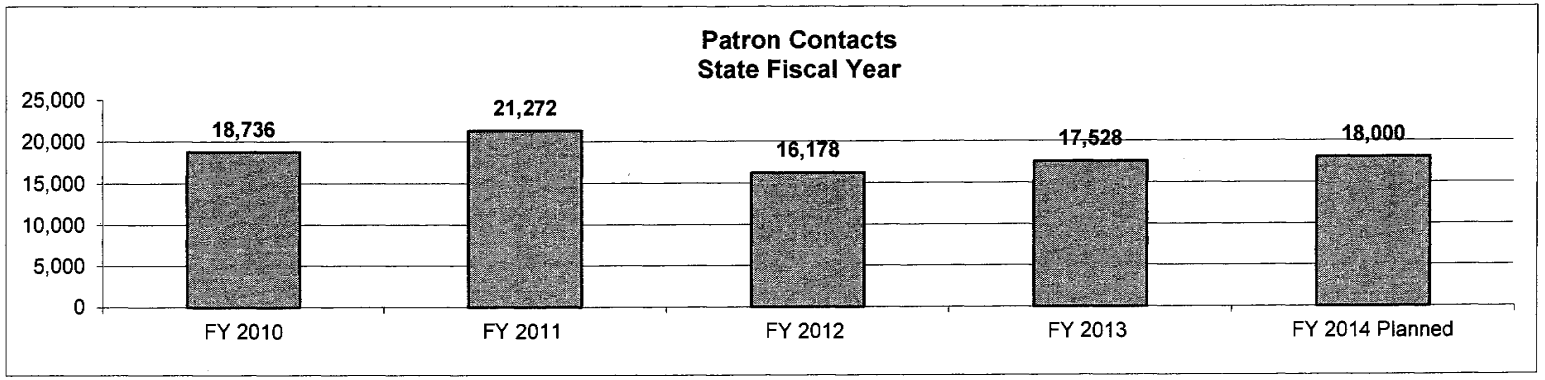
6. What are the sources of the "Other " funds?

Wolfner Library Trust Fund (0928)

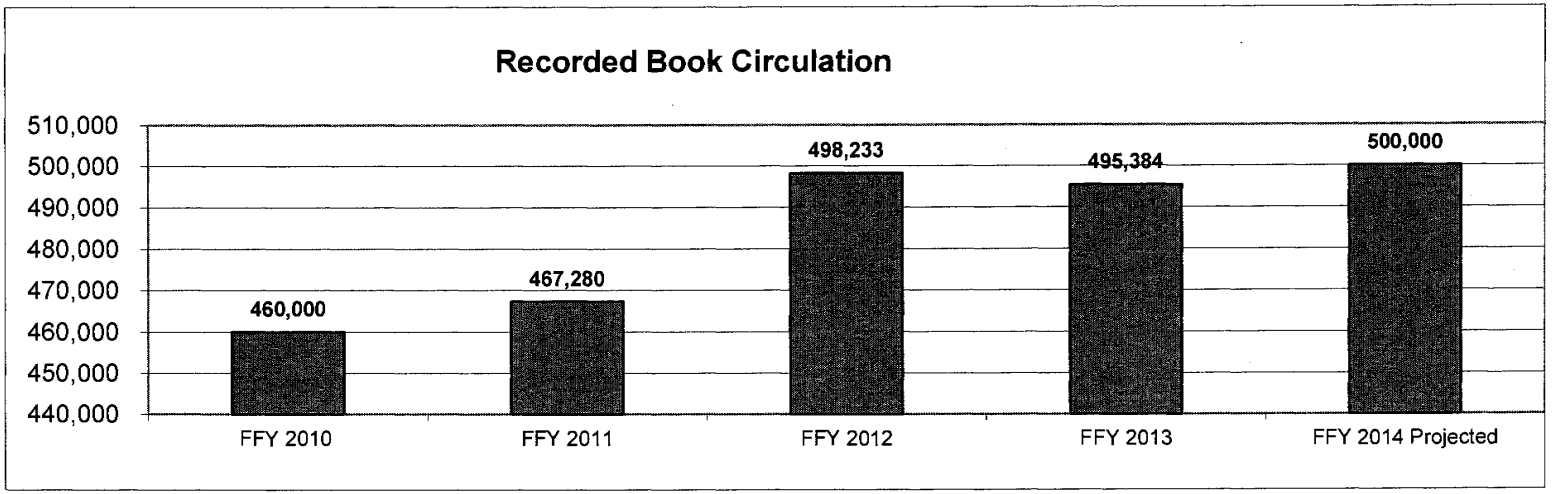
PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Wolfner Library
Program is found in the following core budget(s): Operating Core

7a. Provide an effectiveness measure.



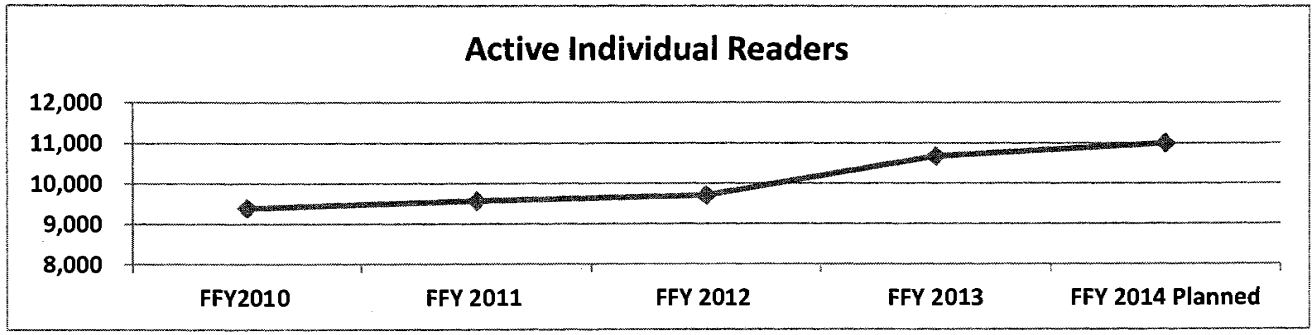
7b. Provide an efficiency measure.



PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Wolfner Library
Program is found in the following core budget(s): Operating Core

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.

Wolfner Library Patron Survey

A survey of 2012 by an independent research group, the Avant Marketing, gave the following results:

The Wolfner Library receives extremely high performance ratings from Patrons.
Specifically, the Library receives an "Excellent" rating from 75% of survey respondents,
a "Good" rating from another 20.5% and only 1.1% provided a "Poor" rating.

NEW DECISION ITEM
RANK: 7 OF 14

Department: Office of the Secretary of State	Budget Unit
Division: Elections	
DI Name: Elections Integrity	DI#:1231001

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	77,400	0	0	77,400	PS	0	0	0	0
EE	2,500	0	0	2,500	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	79,900	0	0	79,900	Total	0	0	0	0
FTE	2.00	0.00	0.00	2.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*40,829*	*0*	*0*	*40,829*	*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:

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

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation	X	New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		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 Secretary of State's Office is charged with overseeing Missouri elections. The Elections Integrity Unity has been established to ensure the integrity of elections is maintained and Missouri citizens are provided the opportunity to participate in the electoral process. In addition, state law requires that "any person who believes a violation of any provision of Title III of the Help America Vote Act of 2002 (HAVA), 42 U.S.C. Sections 15481 to 15485, as amended, has occurred, is occurring, or is about to occur may file a complaint with the elections division of the secretary of state's office." 115.219, RSMo. To this end, the Unit was established in FY 2014 to review complaints received alleging violations of Chapter 115 and federal law. In order to be as effective as possible, the unit will have to be expanded beyond current staff, who are already working at 100% capacity.

NEW DECISION ITEM
RANK: 7 OF 14

Department: Office of the Secretary of State Budget Unit
Division: Elections
DI Name: Elections Integrity DI#:1231001

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.)

Two FTE's are being requested, to conduct the investigations and reviews of received complaints. Conducting these investigations may, at times require travel through out the state.

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	
Investigator II FTE (2)	77,400	2.0					77,400	2.0	
Total PS	**77,400**	**2.0**	**0**	**0.0**	**0**	**0.0**	**77,400**	**2.0**	**0**
							0		
							0		
In-State Travel	2,500						2,500		
Total EE	**2,500**		**0**		**0**		**2,500**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**79,900**	**2.0**	**0**	**0.0**	**0**	**0.0**	**79,900**	**2.0**	**0**

NEW DECISION ITEM
RANK: 7 OF 14

Department: Office of the Secretary of State Budget Unit
Division: Elections
DI Name: Elections Integrity DI#:1231001

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**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
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: 7 OF 14

Department: Office of the Secretary of State	Budget Unit
Division: Elections	
DI Name: Elections Integrity DI#:1231001	

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

6a. **Provide an effectiveness measure.**

6b. **Provide an efficiency measure.**

6c. **Provide the number of clients/individuals served, if applicable.**

All citizens of the State of Missouri. Currently, there are more than 4 million registered voters in 116 local election authorities.

6d. **Provide a customer satisfaction measure, if available.**

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Efficiently and fairly resolve complaints received by constituents in accordance with RSMo Chapter 115 and Title III Help America Vote Act of 2002.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Elections Integrity - 1231001								
INVESTIGATOR II	0	0.00	0	0.00	77,400	2.00	0	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**77,400**	**2.00**	**0**	**0.00**
TRAVEL, IN-STATE	0	0.00	0	0.00	2,500	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**2,500**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$79,900**	**2.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$79,900**	**2.00**		**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**

NEW DECISION ITEM
RANK: 8 OF 14

Department : Office of the Secretary of State	Budget Unit
Division Elections Division	
DI Name: Military Absentee Ballots DI#:1231003	

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	100,000	0	0	100,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	100,000	0	0	100,000	Total	0	0	0	0
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.

Other Funds:

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:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	x	Other: State mandate from SB116		

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 116, passed as 2013 legislation, requires certain military and other overseas voters be able to request absentee ballots, receive absentee ballots, and in some instances transmit marked absentee ballots electronically. An increase in military voters is expected; in 2012, there were 11,715 military voters requesting absentee ballots. SB116 is effective July 1, 2014. The Secretary of State fiscal note was $200,000, so the office is asking for $100,000 in FY2015 and $100,000 in Supplemental for this fiscal year.

NEW DECISION ITEM
RANK: 8 OF 14

Department : Office of the Secretary of State	Budget Unit
Division Elections Division	
DI Name: Military Absentee Ballots DI#:1231003	

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.)

SB116 requires the SOS develop electronic means of complying with the law. Specifically, certain military and overseas voters must be able to request absentee ballots, receive absentee ballots, and in some instances transmit marked absentee ballots electronically.

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**
							0		
							0		
Professional Services BOBC 400	100,000						100,000		100,000
Total EE	**100,000**		**0**		**0**		**100,000**		**100,000**
							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**100,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**100,000**	**0.0**	**100,000**

NEW DECISION ITEM
RANK: 8 OF 14

Department : Office of the Secretary of State							Budget Unit		
Division Elections Division									
DI Name: Military Absentee Ballots		DI#:1231003							
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**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
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 14

Department : Office of the Secretary of State	Budget Unit
Division Elections Division	
DI Name: Military Absentee Ballots DI#:1231003	

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

6a. Provide an effectiveness measure.

6b. Provide an efficiency measure.

6c. Provide the number of clients/individuals served, if applicable.

In 2012, 11,715 military voters requested absentee ballots.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Military Absentee Ballots NDI - 1231003								
PROFESSIONAL SERVICES	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	100,000	0.00	0	0.00
GRAND TOTAL	$0	0.00	$0	0.00	$100,000	0.00	$0	0.00
GENERAL REVENUE	$0	0.00	$0	0.00	$100,000	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

NEW DECISION ITEM
RANK: 9 OF 14

Department: Secretary of State	Budget Unit
Division: Securities	
DI Name: Securities Investment Enforcement NDI	DI#:1231008

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	128,424	128,424	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	128,424	128,424	Total	0	0	0	0
FTE	0.00	0.00	2.00	2.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*0*	*0*	*67,744*	*67,744*	*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: Investor Education and Protection Fund

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

X	New Legislation		New Program		Fund Switch
X	Federal Mandate	X	Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		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 Jumpstart our Business Startups ("JOBS") Act, first introduced in the U.S. House in 2011 and ultimately signed into law in 2012, created several exemptions from securities registration requirements. These exemptions make it easier both for businesses to raise money to grow and for scam artists to steal money from unsuspecting investors. The Securities Division currently has 276 enforcement investigations, a number that will only grow as scam artists take advantage of the new federal regulations.

In 2012, due to changes in federal securities law, the Securities Division became responsible for the routine auditing of 30 new Investment Advisors (IAs) to ensure compliance with Missouri law and in order to protect unsuspecting investors from scams. These 30 companies, which represent a roughly a 13.5% increase in the number of IAs to audit, are also larger and more complex than the firms the Division had been auditing.

NEW DECISION ITEM
RANK: 9 OF 14

Department: Secretary of State Budget Unit
Division: Securities
DI Name: Securities Investment Enforcement NDI DI#:1231008

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.)

Multiple changes in federal securities law have raised the burden on state regulators to ensure compliance with the law and to prevent fraud. An enforcement counsel and an audit counsel will help on both ends, by ensuring compliance with the law and by prosecuting instances of fraud.

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	
Enforcement/Audit Counsel (2)					128,424	2.0	128,424	2.0	
Total PS	**0**		**0**	**0.0**	**128,424**	**2.0**	**128,424**	**2.0**	**0**
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**128,424**	**2.0**	**128,424**	**2.0**	**0**

NEW DECISION ITEM
RANK: 9 OF 14

Department: Secretary of State Budget Unit
Division: Securities
DI Name: Securities Investment Enforcement NDI DI#:1231008

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**
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**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 effectiveness measure.

In 2012, due to changes in federal securities law, the Securities Division became responsible for the routine auditing of 30 new Investment Advisors to ensure compliance with Missouri law.

6b. Provide an efficiency measure.

In FY13, 9,795 securities sellers/advisers are registered with the Secretary of State. Increased case analysis and prompt action will reduce fraud.

NEW DECISION ITEM
RANK: 9 OF 14

Department: Secretary of State	Budget Unit
Division: Securities	
DI Name: Securities Investment Enforcement NDI DI#:1231008	

6c. Provide the number of clients/individuals served, if applicable.

Increased enforcement will provide every citizen of Missouri with a safety net against scam artists.

6d. Provide a customer satisfaction measure, if available.

In 2012, $7,589,580.92 was the amount of restitution ordered.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

With additional Enforcement Counsel, the 276 enforcement investigations currently in progress will be increased. Audits of complex investment instruments will ensue and life savings of citizens will be protected.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Securities Inv Enforcement NDI - 1231008								
SECURITIES ENFORCEMENT COUNSEL	0	0.00	0	0.00	128,424	2.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	128,424	2.00	0	0.00
GRAND TOTAL	$0	0.00	$0	0.00	$128,424	2.00	$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	$128,424	2.00		0.00

NEW DECISION ITEM
RANK: 6 OF 14

Department Secretary of State		Budget Unit	
Division Business Services			
DI Name Safe at Home Confidentiality Program	DI# 1231009		

1. AMOUNT OF REQUEST

	FY 2015 Budget Request					FY 2015 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	37,000	0	0	37,000	PS	0	0	0	0
EE	19,000	0	0	19,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	56,000	0	0	56,000	Total	0	0	0	0
FTE	1.00	0.00	0.00	1.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*19,518*	*0*	*0*	*19,518*	*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:

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:

	New Legislation		New Program		Fund Switch
	Federal Mandate	x	Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		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 Secretary of State's office administers the Safe at Home Address Confidentiality Program authorized by Chapter 589 RSMo. The effective date of the legislation (HB 583) enacting the program was August 28, 2007.
In 2007, Missouri anticipated a maximum active enrollment of 500–750 Safe at Home participants, but current participation is over 1000. In 2008, the Secretary of State's office processed 3,600 pieces of mail for participants, and this number has risen to 19,000 pieces in 2012. This has required increased resources be used for training volunteers across Missouri, forwarding mail, coordination with local authorities, and advising program participants. The tasks can no longer be completed by the one FTE allotted by the General Assembly when this legislation became law in 2007.

NEW DECISION ITEM
RANK: 6 OF 14

Department Secretary of State	Budget Unit
Division Business Services	
DI Name Safe at Home Confidentiality Program	DI# 1231009

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.)

It is evident that an additional FTE is required given the increased number of participants and the increased demands of forwarding mail. Other similar Program Specialist positions from the AGO, Public Safety, and DSS were examined. Any E&E requests came directly from current and projected Safe at Home expenditures.

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	
F00268		37,000	1.0					37,000	1.0	
Total PS		**37,000**	**1.0**	**0**	**0.0**	**0**	**0.0**	**37,000**	**1.0**	**0**
BOBC 140	In-State Travel	4,600						4,600		
BOBC 160	Out-State Travel	1,800						1,800		
BOBC 190	Supplies	9,300						9,300		
BOBC 320	Prof Dev	1,000						1,000		
BOBC 480	Computer	1,000						1,000		1,000
BOBC 580	Desk	1,300						1,300		1,300
								0		
Total EE		**19,000**		**0**		**0**		**19,000**		**2,300**
Program Distributions								0		
Total PSD		**0**		**0**		**0**		**0**		**0**
Transfers										
Total TRF		**0**		**0**		**0**		**0**		**0**
Grand Total		**56,000**	**1.0**	**0**	**0.0**	**0**	**0.0**	**56,000**	**1.0**	**2,300**

NEW DECISION ITEM
RANK: 6 OF 14

Department Secretary of State					Budget Unit				
Division Business Services									
DI Name Safe at Home Confidentiality Program		DI# 1231009							
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**
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
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: 6 OF 14

Department Secretary of State	Budget Unit
Division Business Services	
DI Name Safe at Home Confidentiality Program DI# 1231009	

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

6a. Provide an effectiveness measure.

Participant mailings have grown from 3,600 to 19,000

6b. Provide an efficiency measure.

Missouri anticipated a maximum active enrollment of 500–750 Safe at Home participants, but current participation is over 1000.

6c. Provide the number of clients/individuals served, if applicable.

Since 2007, Safe at Home has protectecd more than 1920 participants throughout Missouri. There are currently over 1000 enrolled in the program.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

An additional FTE is required given the increased number of participants and the increased demands of forwarding mail.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SECRETARY OF STATE								
Safe at Home Confdty NDI - 1231009								
PROGRAM SPECIALIST	0	0.00	0	0.00	37,000	1.00	0	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**37,000**	**1.00**	**0**	**0.00**
TRAVEL, IN-STATE	0	0.00	0	0.00	4,600	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	0	0.00	1,800	0.00	0	0.00
SUPPLIES	0	0.00	0	0.00	9,300	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	1,000	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	1,000	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	1,300	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**19,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$56,000**	**1.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$56,000**	**1.00**		**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**

Grants & Projects /
Refunds / Restitution

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
GRANTS AND PROJECTS								
CORE								
EXPENSE & EQUIPMENT								
SECRETARY OF STATE-FED & OTHER	20,387	0.00	17	0.00	22,014	0.00	0	0.00
TOTAL - EE	20,387	0.00	17	0.00	22,014	0.00	0	0.00
PROGRAM-SPECIFIC								
SECRETARY OF STATE-FED & OTHER	0	0.00	199,983	0.00	177,986	0.00	0	0.00
TOTAL - PD	0	0.00	199,983	0.00	177,986	0.00	0	0.00
TOTAL	**20,387**	**0.00**	**200,000**	**0.00**	**200,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$20,387**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23142C
Division	Administrative Services		
Core -	Federal Grants, Donations, Projects		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	200,000	0	200,000
TRF	0	0	0	0
Total	**0**	**200,000**	**0**	**200,000**
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 2015 Governor's Recommendation

	GR	Fed	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*

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 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.

The Secretary of State currently has two active grants utilizing this fund.

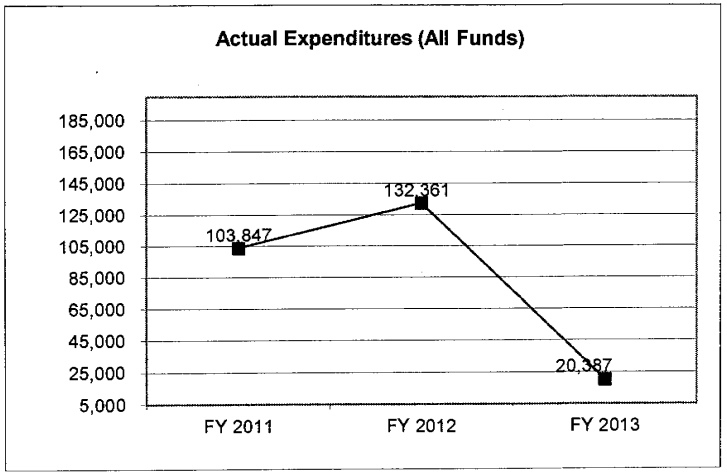
3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23142C
Division	Administrative Services		
Core -	Federal Grants, Donations, Projects		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	103,847	132,361	20,387	N/A
Unexpended (All Funds)	96,153	67,639	179,613	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	96,153	67,639	179,613	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

This appropriation has enabled the receipt of numerous National Historical Publications and Records Commission (NHPRC) grants.

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	17	0	17	
		PD	0.00	0	199,983	0	199,983	
		Total	**0.00**	**0**	**200,000**	**0**	**200,000**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1828 2522	EE	0.00	0	21,997	0	21,997	
Core Reallocation	1828 2522	PD	0.00	0	(21,997)	0	(21,997)	
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**0**	**0**	
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**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
GRANTS AND PROJECTS								
CORE								
TRAVEL, IN-STATE	0	0.00	1	0.00	1,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	2,927	0.00	1	0.00	3,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	17,460	0.00	1	0.00	18,000	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - EE	**20,387**	**0.00**	**17**	**0.00**	**22,014**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	199,983	0.00	177,986	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**199,983**	**0.00**	**177,986**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$20,387**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$20,387**	**0.00**	**$200,000**	**0.00**	**$200,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Federal grants, donations, contracts
Program is found in the following core budget(s): Administrative Services

1. What does this program do?

The opportunity to apply for federal funding and other grants comes at various times throughout the fiscal year. Not all of the funding opportunities can be foreseen ahead of time. This appropriation has the effect of substantially increasing the department's ability to take advantage of funds which may become available between sessions.

The Secretary of State currently has two active grants utilizing this fund.

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

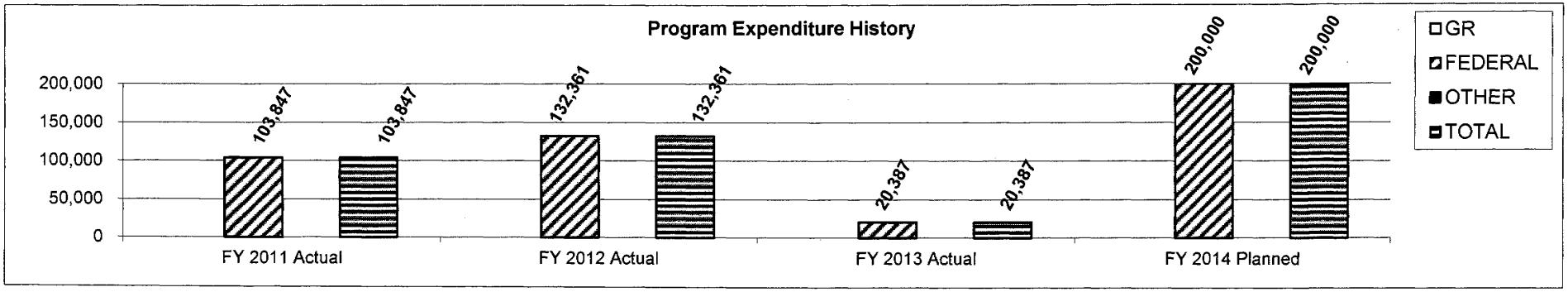
3. Are there federal matching requirements? If yes, please explain.

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.



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

Grants, donations, and contracts

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Federal grants, donations, contracts
Program is found in the following core budget(s): Administrative Services

7a. Provide an effectiveness measure.

Funding from other sources for innovative projects increases.

7b. Provide an efficiency measure.

Having this appropriation has ensured that the projects have started and been completed in a timely manner. The process has not been delayed while waiting to receive spending authority to spend the grant monies.

7c. Provide the number of clients/individuals served, if applicable.

Scope will depend on each innovative project identified and completed.

7d. Provide a customer satisfaction measure, if available.

Faster completion will improve satisfaction and result in more innovative projects.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
REFUNDS								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	43,073	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - PD	43,073	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL	**43,073**	**0.00**	**50,000**	**0.00**	**50,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$43,073**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	**23145C**
Division	Refunds Core		
Core -	Refunds		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	50,000	0	0	50,000	E
TRF	0	0	0	0	
Total	**50,000**	**0**	**0**	**50,000**	E
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: None

FY 2015 Governor's Recommendation

	GR	Fed	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*

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

Other Funds:

2. CORE DESCRIPTION

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area.
We have expanded online filing in Business Services, which automatically determines the total fees owed, and these are then paid by credit card and ACH debit. An "E" is requested to allow timely payment of refunds in the event more overpayments are received than anticipated. In FY2011, the office had to refund more that the FY2014 amount. If an "E" is not added, customers might not be refunded what they are owed in a timely fashion. Other divisions using this appropriation are Archives and Securities.

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

Refunds

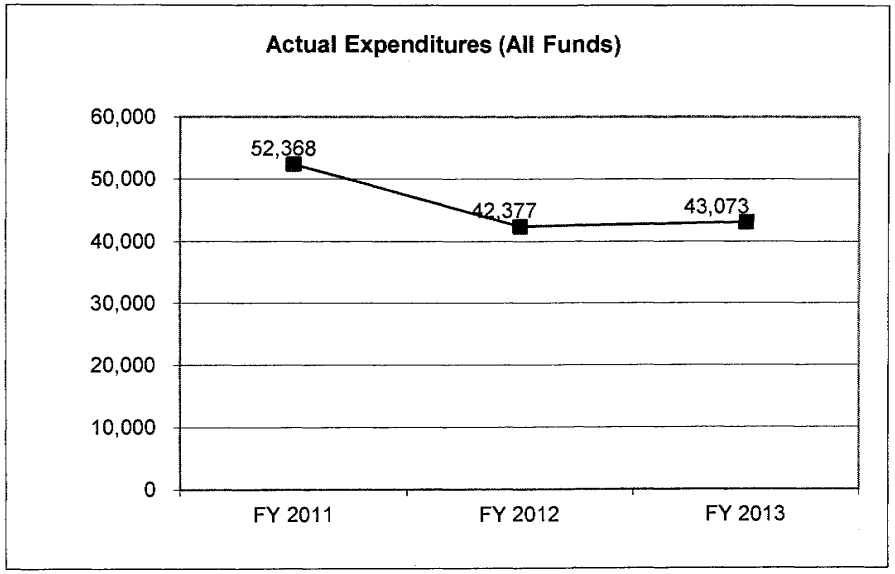
4. FINANCIAL HISTORY

CORE DECISION ITEM

Department	Secretary of State
Division	Refunds Core
Core -	Refunds

Budget Unit 23145C

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	52,450	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	52,450	50,000	50,000	N/A
Actual Expenditures (All Funds)	52,368	42,377	43,073	N/A
Unexpended (All Funds)	82	7,623	6,927	N/A
Unexpended, by Fund:				
General Revenue	82	7,623	6,927	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
REFUNDS

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
REFUNDS								
CORE								
REFUNDS	43,073	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - PD	43,073	0.00	50,000	0.00	50,000	0.00	0	0.00
GRAND TOTAL	$43,073	0.00	$50,000	0.00	$50,000	0.00	$0	0.00
GENERAL REVENUE	$43,073	0.00	$50,000	0.00	$50,000	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

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Refunds Core
Program is found in the following core budget(s): Refunds

1. 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 estimated appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

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

Missouri Constitution

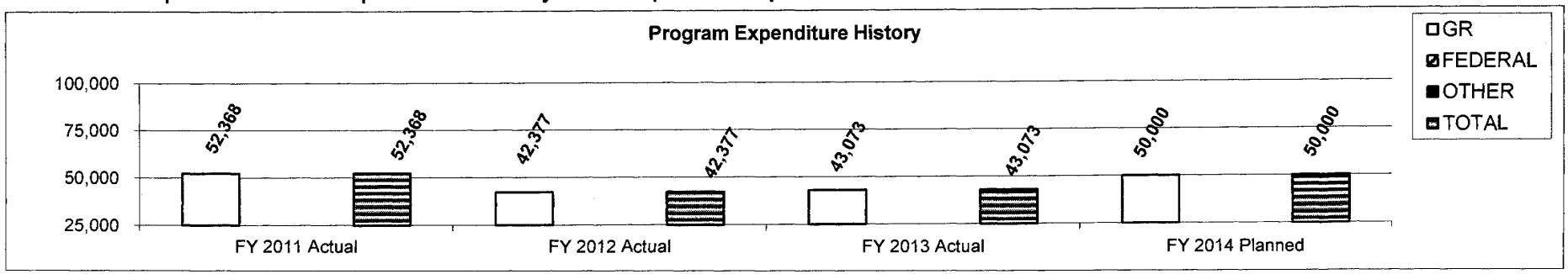
3. Are there federal matching requirements? If yes, please explain.

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

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

None

7a. Provide an effectiveness measure.

None

7b. Provide an efficiency measure.

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

7c. Provide the number of clients/individuals served, if applicable.

None

7d. Provide a customer satisfaction measure, if available.

None

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM-SPECIFIC								
INVESTORS RESTITUTION FUND	272,019	0.00	750,000	0.00	750,000	0.00	0	0.00
TOTAL - PD	272,019	0.00	750,000	0.00	750,000	0.00	0	0.00
TOTAL	**272,019**	**0.00**	**750,000**	**0.00**	**750,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$272,019**	**0.00**	**$750,000**	**0.00**	**$750,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department: Secretary of State
Division: Securities
Core: Investor Restitution Fund

Budget Unit 23149C

1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request					FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total	
PS	0	0	0	0		0	0	0	0	
EE	0	0	0	0		0	0	0	0	
PSD	0	0	750,000	750,000	E	0	0	0	0	
TRF	0	0	0	0		0	0	0	0	
Total	0	0	750,000	750,000	E	0	0	0	0	
FTE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
Est. Fringe	*0*	*0*	*0*	*0*		*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: Investor Restitution (0741)

Other Funds:

2. CORE DESCRIPTION

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to victims of securities fraud. 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. An estimated fund is necessary to allow us to increase the fund and pay aggrieved investors in a timely manner. In 2013, one case resulted in $1.6 million returned to investors. It would take three fiscal years to return that money to the people who were defrauded if the Office only has $750,000 in restitution authority.

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

Investor Restitution

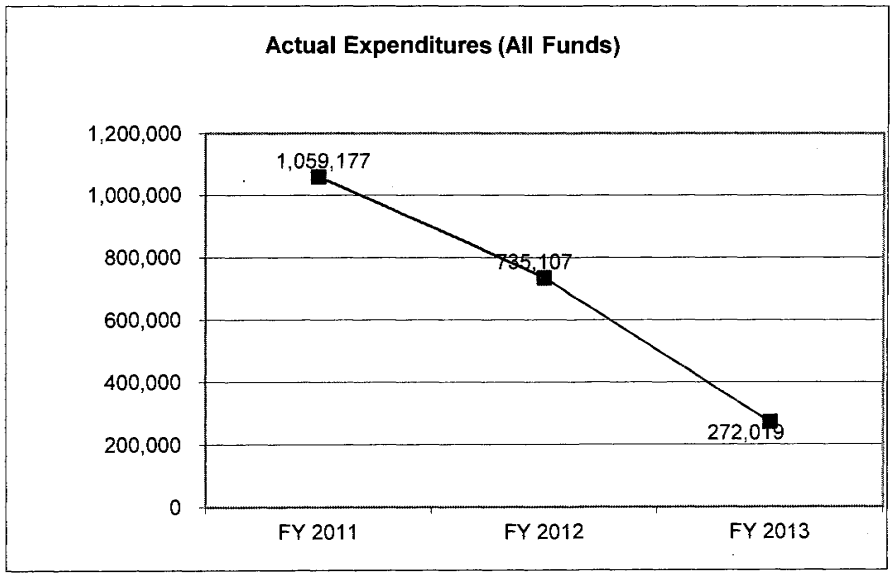
CORE DECISION ITEM

Department: Secretary of State
Division: Securities
Core: Investor Restitution Fund

Budget Unit 23149C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	1,070,000	765,000	272,020	750,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,070,000	765,000	272,020	N/A
Actual Expenditures (All Funds)	1,059,177	735,107	272,019	N/A
Unexpended (All Funds)	10,823	29,893	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	10,823	29,893	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: Restitutions paid to securities fraud victims is dependent on 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	750,000	750,000	
	Total	**0.00**	**0**	**0**	**750,000**	**750,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	750,000	750,000	
	Total	**0.00**	**0**	**0**	**750,000**	**750,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	750,000	750,000	
	Total	**0.00**	**0**	**0**	**750,000**	**750,000**	

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	272,019	0.00	750,000	0.00	750,000	0.00	0	0.00
TOTAL - PD	272,019	0.00	750,000	0.00	750,000	0.00	0	0.00
GRAND TOTAL	$272,019	0.00	$750,000	0.00	$750,000	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	$272,019	0.00	$750,000	0.00	$750,000	0.00		0.00

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Securities
Program is found in the following core budget(s): Investor Restitution Fund

1. What does this program do?

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to the victims of securities fraud in Missouri. An estimated fund is necessary to allow us to increase the fund and pay aggrieved investors in a timely manner.

2. 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.

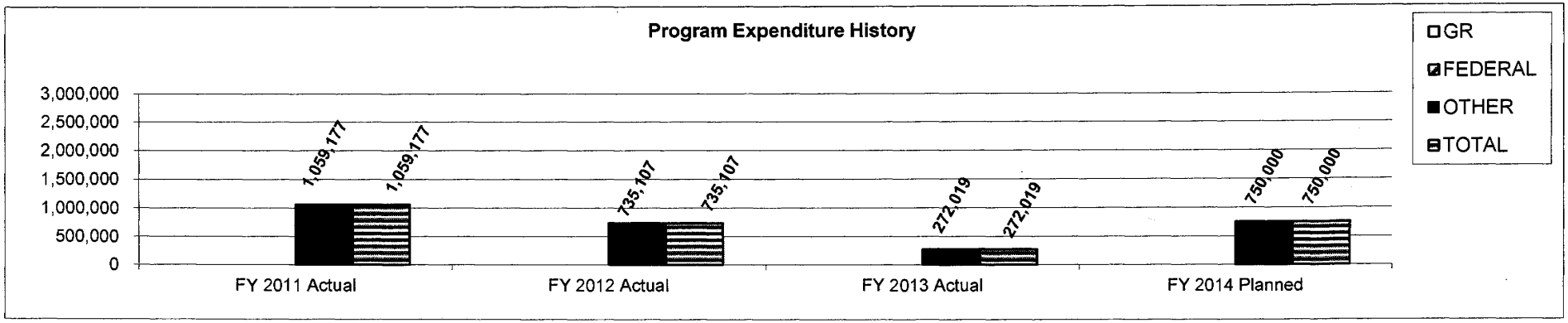
3. Are there federal matching requirements? If yes, please explain.

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
Program Name: Securities
Program is found in the following core budget(s): Investor Restitution Fund

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

Investor Restitution Fund (0741)

7a. Provide an effectiveness measure.

N/A

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

Two hundred and thirty-nine payments were made to securities fraud victims in FY2011-13

7d. Provide a customer satisfaction measure, if available.
Money is returned to victims of securities fraud.

Elections Distributions

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	2,165,100	0.00	100,000	0.00	100,000	0.00	0	0.00
TOTAL - EE	2,165,100	0.00	100,000	0.00	100,000	0.00	0	0.00
TOTAL	**2,165,100**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**	**0**	**0.00**
Public Notice NDI - 1231004								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	2,500,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	2,500,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**2,500,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$2,165,100**	**0.00**	**$100,000**	**0.00**	**$2,600,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23151C
Division	Elections		
Core -	Elections Public Notice		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	100,000	0	0	100,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**100,000**	**0**	**0**	**100,000**	**E**
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 2015 Governor's Recommendation

	GR	Fed	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*

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 Missouri Constitution 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 and an "E" appropriation is necessary. In the 2010 election, $1,020,281 was expended, while in the 2012 election, $2,165,100 was expended - so the amount is impossible to predict.

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

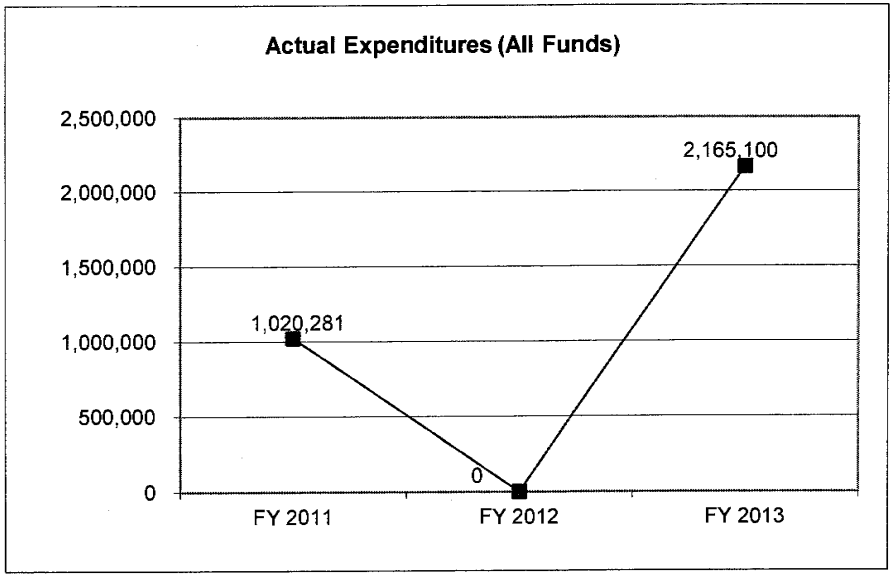
Elections Public Notice

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23151C
Division	Elections		
Core -	Elections Public Notice		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	1,300,000	100,000	2,165,100	100,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,300,000	100,000	2,165,100	N/A
Actual Expenditures (All Funds)	1,020,281	0	2,165,100	N/A
Unexpended (All Funds)	279,719	100,000	0	N/A
Unexpended, by Fund:				
General Revenue	279,719	100,000	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

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	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	2,165,100	0.00	100,000	0.00	100,000	0.00	0	0.00
TOTAL - EE	2,165,100	0.00	100,000	0.00	100,000	0.00	0	0.00
GRAND TOTAL	$2,165,100	0.00	$100,000	0.00	$100,000	0.00	$0	0.00
GENERAL REVENUE	$2,165,100	0.00	$100,000	0.00	$100,000	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

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Elections Public Notice

1. What does this program do?

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures. 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 and an "E" appropriation is necessary.

2. 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 2b; Section 116.260, RSMo.

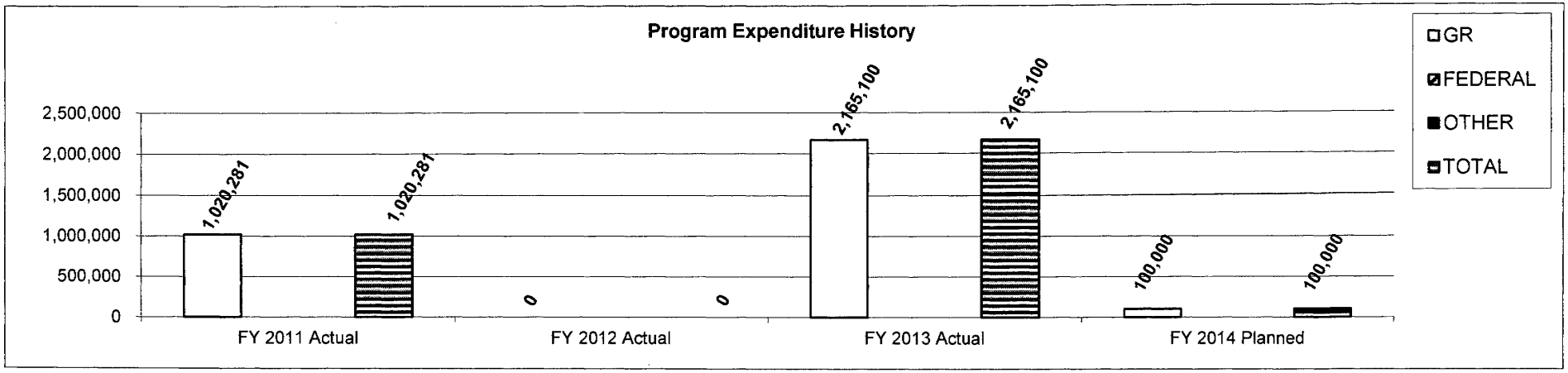
3. Are there federal matching requirements? If yes, please explain.

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

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

None

7a. Provide an effectiveness measure.

Although a direct measure would be difficult, the intent of the program is to meet the statutory requirement to inform voters of the proposed changes to the state constitution and/or state statutes.

7b. Provide an efficiency measure.

Publishing requirements were met according to the state constitution and state statutes.

7c. Provide the number of clients/individuals served, if applicable.

Citizens of the State of Missouri.

7d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM
RANK: 11 OF 14

Department: Secretary of State
Division: Elections
DI Name: Elections Public Notice DI#: 1231004

Budget Unit 23151C

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	2,500,000	0	0	2,500,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	2,500,000	0	0	2,500,000	Total	0	0	0	0
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.

Other Funds:

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:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	X	Other:	Increase to publish election notices in FY15	

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 2b and 116.260 RSMo requires the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted during an election. Additional funds are required to cover the cost of publishing the measures in local newspapers, which provides Missouri voters with information to make informed voting choices. This request will allow the State to meet its constitutional and statutory obligations during FY13.

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.)

NEW DECISION ITEM
RANK: 11 OF 14

Department: Secretary of State **Budget Unit** 23151C
Division: Elections
DI Name: Elections Public Notice **DI#: 1231004**

The cost is dependent on the number of measures placed on the ballot by initiative petition or by joint resolution of the General Assembly. It is not possible to predict the number of ballot issues in a given year or the size each initiative petition's full text. This request is for an estimated appropriation of expenditures, which allows for timely payment of participating newspapers if additional issues are brought to the voters. The number of issues placed on the ballot for the primary/general elections has increased. The costs are paid for in the following fiscal year. This new decision item is necessary to have funds available to cover the costs of additional ballot measures.
Actual expenditures and number of ballot issues:
FY2007 - $1,158,155 - 6
FY2008 - $-0-
FY2009 - $1,349,126 - 5
FY2010 - $-0-
FY2011 - $1,020,281 - 6
FY2012 - $-0-
FY2013 - $2,165,100 - 5

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**
Professional Services (BOBC 400)	2,500,000						2,500,000		2,500,000
Total EE	**2,500,000**		**0**		**0**		**2,500,000**		**2,500,000**
	0				0		0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**2,500,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**2,500,000**	**0.0**	**2,500,000**

NEW DECISION ITEM
RANK: 11 OF 14

Department: Secretary of State Budget Unit 23151C
Division: Elections
DI Name: Elections Public Notice DI#: 1231004

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)	0						0		0
Total EE	**0**		**0**		**0**		**0**		**0**
	0		0		0		0		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**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 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 Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTIONS PUBLIC NOTICE								
Public Notice NDI - 1231004								
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,500,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**2,500,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$2,500,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$2,500,000**	**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**

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ABSENTEE BALLOTS								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	190	0.00	1,000	0.00	1,000	0.00	0	0.00
TOTAL - EE	190	0.00	1,000	0.00	1,000	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	96,344	0.00	49,000	0.00	49,000	0.00	0	0.00
TOTAL - PD	96,344	0.00	49,000	0.00	49,000	0.00	0	0.00
TOTAL	**96,534**	**0.00**	**50,000**	**0.00**	**50,000**	**0.00**	**0**	**0.00**
Absentee Ballot - 1231002								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	1,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,000	0.00	0	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**101,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$96,534**	**0.00**	**$50,000**	**0.00**	**$151,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23148C
Division	Elections		
Core -	Absentee Ballots		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	1,000	0	0	1,000	E
PSD	49,000	0	0	49,000	E
TRF	0	0	0	0	
Total	**50,000**	**0**	**0**	**50,000**	**E**
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 2015 Governor's Recommendation

	GR	Fed	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*

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

Other Funds:

2. CORE DESCRIPTION

This core is to allow the Elections Division to pay election authorities for using business reply permit on absentee envelopes returned by voters in accordance with 115.285 RSMo. The Secretary of State reimburses local election authorities for these expenses so voters are not required to pay postage for returning an absentee ballot through the mail. An "E" appropriation is requested due to the cyclical nature of elections and the impossibility of predicting how many Missourians will vote absentee. In FY2015, primary and general elections will be held for Federal and State elections.

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

Absentee Ballots

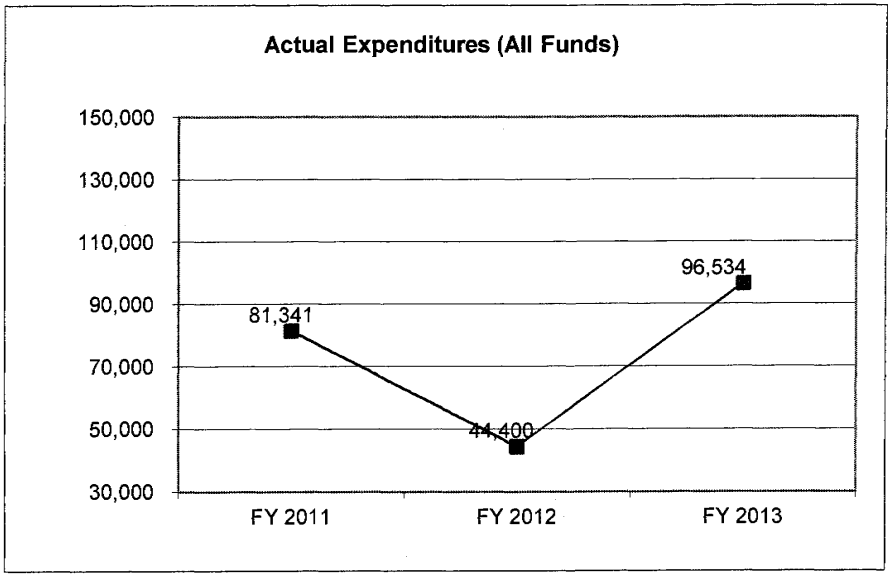
CORE DECISION ITEM

Department	Secretary of State
Division	Elections
Core -	Absentee Ballots

Budget Unit 23148C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	81,915	50,000	96,535	50,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	81,915	50,000	96,535	N/A
Actual Expenditures (All Funds)	81,341	44,400	96,534	N/A
Unexpended (All Funds)	574	5,600	1	N/A
Unexpended, by Fund:				
General Revenue	574	5,600	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

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	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	**0.00**	**50,000**	**0**	**0**	**50,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	**0.00**	**50,000**	**0**	**0**	**50,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	**0.00**	**50,000**	**0**	**0**	**50,000**	

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ABSENTEE BALLOTS								
CORE								
SUPPLIES	190	0.00	0	0.00	1,000	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	0	0.00	0	0.00
TOTAL - EE	**190**	**0.00**	**1,000**	**0.00**	**1,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	96,344	0.00	49,000	0.00	49,000	0.00	0	0.00
TOTAL - PD	**96,344**	**0.00**	**49,000**	**0.00**	**49,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$96,534**	**0.00**	**$50,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$96,534**	**0.00**	**$50,000**	**0.00**	**$50,000**	**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**

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Absentee Ballots

1. 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, reimburses the local election authority for the expenses incurred. An "E" appropriation is requested due to the cyclical nature of elections. In FY2015, primary and general elections will be held for Federal and State elections

2. 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.

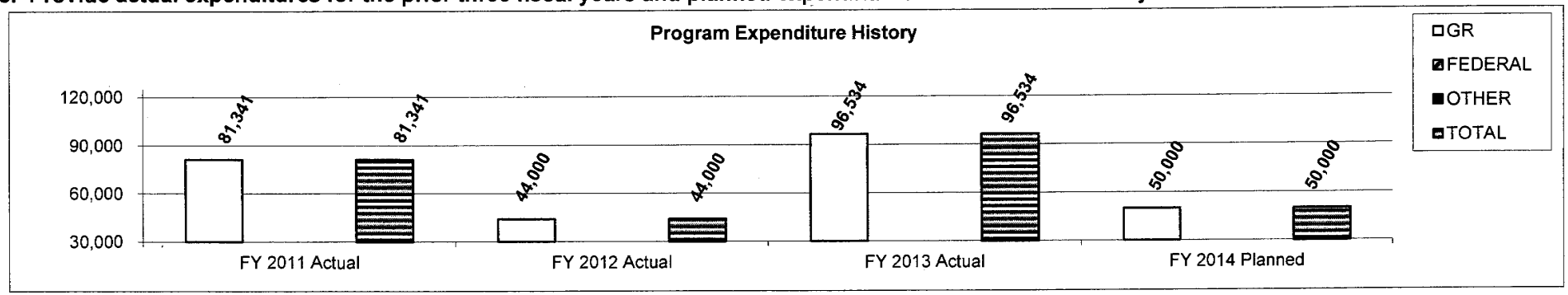
3. Are there federal matching requirements? If yes, please explain.

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.



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

None

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Absentee Ballots

7a. Provide an effectiveness measure.

Since the enactment of this law in 1999, voters incur no expense to vote absentee by mail.

7b. Provide an efficiency measure.

Payments to local elections authorities are made, if possible, within 10 days of submission date.

7c. Provide the number of clients/individuals served, if applicable.

116 local elections authorities and thousands of absentee voters.
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.

7d. Provide a customer satisfaction measure, if available.

Absentee voters are able to cast their ballot and mail at no costs to themselves.

NEW DECISION ITEM
RANK: 10 OF 14

Department: Secretary of State **Budget Unit** _____
Division: Elections
DI Name: Absentee Ballots New Decision Item **DI#: 1231002**

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1,000	0	0	1,000	EE	0	0	0	0
PSD	100,000	0	0	100,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**101,000**	**0**	**0**	**101,000**	**Total**	**0**	**0**	**0**	**0**
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.

Other Funds:

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:

_____	New Legislation	_____	New Program	_____	Fund Switch
_____	Federal Mandate	_____	Program Expansion	_____	Cost to Continue
_____	GR Pick-Up	_____	Space Request	_____	Equipment Replacement
_____	Pay Plan	x	Other:	Mandated by 115.285 RSMo	

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.

This program allows for voters to return their absentee ballots to local election authorities at no expense to the voter. The local election authority prints a business reply permit on absentee envelopes. This is required by Section 115.285 RSMo. The Secretary of State, through this appropriation, reimburses the local election authorities for the expenses incurred.

NEW DECISION ITEM
RANK: 10 OF 14

Department: Secretary of State Budget Unit
Division: Elections
DI Name: Absentee Ballots New Decision Item DI#: 1231002

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.)

As a result of the cyclical nature of elections, the expense of this program will increase in FY15 from the current fiscal year. In FY15, there will be primary and general elections held for Federal and State Senate and House races as well as the State Auditor race. This fund was previously an E appropriation, the change in status requires a change in budget to be more in line with historical actual expenditures. Expenditures have increased along with the increase in ballot initiatives and special elections. All 116 election jurisdictions are eligible for absentee postage reimbursement under 115.285 RSMo.

Actual Expenditures:

FY2009 - $115,672.67
FY2010 - $56,737.41
FY2011 - $81,341.23
FY2012 - $44,400.12
FY2013 - $96,534.31

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	1,000						1,000		1,000
Total EE	**1,000**		**0**		**0**		**1,000**		**1,000**
Program Distributions BOBC 800	100,000		0		0		100,000		100,000
Total PSD	**100,000**		**0**		**0**		**100,000**		**100,000**
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**101,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**101,000**	**0.0**	**101,000**

NEW DECISION ITEM
RANK: 10 OF 14

Department: Secretary of State **Budget Unit** _____
Division: Elections
DI Name: Absentee Ballots New Decision Item **DI#: 1231002**

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	0						0		0
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions BOBC 800	-				0		0		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**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 effectiveness measure.
Additional funding will ensure that voters incur no expense to vote absentee by mail.

6b. Provide an efficiency measure.
Payments to local election authorities are made, if possible, within 10 days of subsmission date.

6c. Provide the number of clients/individuals served, if applicable.
Qualified registered Missouri voters

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:
The Secretary of State, through this appropriation, will reimburse local election authorities for the expenses incurred in printing a business reply permit on absentee envelopes.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ABSENTEE BALLOTS								
Absentee Ballot - 1231002								
SUPPLIES	0	0.00	0	0.00	1,000	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**1,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	100,000	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**100,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$101,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$101,000**	**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**

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL ELECTION REFORM								
CORE								
EXPENSE & EQUIPMENT								
ELECTION ADMIN IMPROVEMENT	2,311,889	0.00	3,776,077	0.00	2,347,820	0.00	0	0.00
ELECTION IMPROV REVOLVING LOAN	14,571	0.00	196,185	0.00	196,185	0.00	0	0.00
TOTAL - EE	2,326,460	0.00	3,972,262	0.00	2,544,005	0.00	0	0.00
PROGRAM-SPECIFIC								
ELECTION ADMIN IMPROVEMENT	4,020,967	0.00	5,190,418	0.00	6,618,675	0.00	0	0.00
ELECTION IMPROV REVOLVING LOAN	161,760	0.00	200,000	0.00	200,000	0.00	0	0.00
TOTAL - PD	4,182,727	0.00	5,390,418	0.00	6,818,675	0.00	0	0.00
TOTAL	**6,509,187**	**0.00**	**9,362,680**	**0.00**	**9,362,680**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$6,509,187**	**0.00**	**$9,362,680**	**0.00**	**$9,362,680**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State
Division	Elections
Core -	Federal Election Reform

Budget Unit 23153C

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	3,972,262	0	3,972,262
PSD	0	5,390,418	0	5,390,418
TRF	0	0	0	0
Total	**0**	**9,362,680**	**0**	**9,362,680**
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 2015 Governor's Recommendation

	GR	Fed	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*

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

Other Funds:

2. CORE DESCRIPTION

This program provides federal funds to states to improve the administration of elections. This includes updating voting equipment, improving access of the elections process to those with disabilities, updating 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 US Elections Assistance Commission and interest has accrued. A transfer from the Special Elections Subsidy Fund is made annually that provides for Federally required matching and maintenance of effort requirements and supports the Help America Vote Act activities.

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

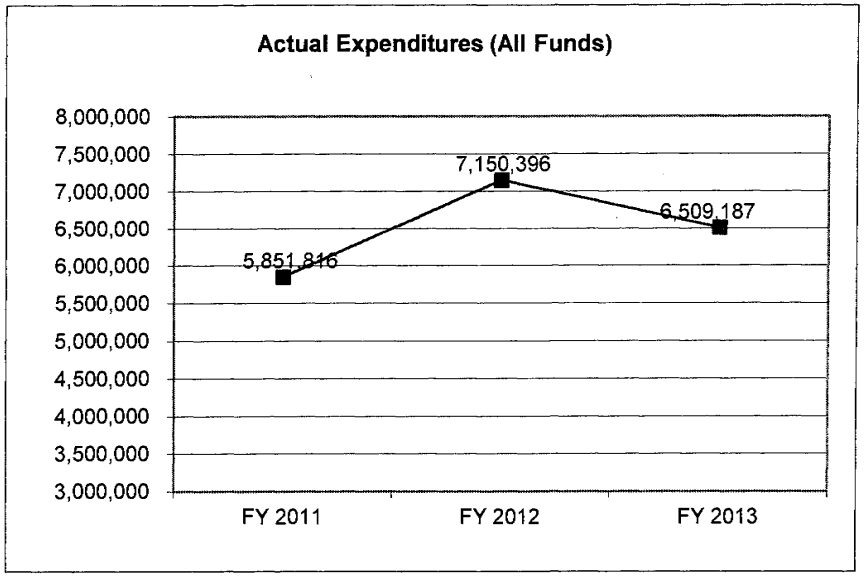
Federal Election Reform

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23153C
Division	Elections		
Core -	Federal Election Reform		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	12,209,152	9,363,785	9,362,680	9,362,680
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	12,209,152	9,363,785	9,362,680	N/A
Actual Expenditures (All Funds)	5,851,816	7,150,396	6,509,187	N/A
Unexpended (All Funds)	6,357,336	2,213,389	2,853,493	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	6,357,336	2,213,389	2,853,493	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

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	3,972,262	0	3,972,262	
		PD	0.00	0	5,390,418	0	5,390,418	
		Total	**0.00**	**0**	**9,362,680**	**0**	**9,362,680**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1832 3562	EE	0.00	0	(1,244,103)	0	(1,244,103)	
Core Reallocation	1832 6684	EE	0.00	0	(184,154)	0	(184,154)	
Core Reallocation	1832 3562	PD	0.00	0	1,244,103	0	1,244,103	
Core Reallocation	1832 6684	PD	0.00	0	184,154	0	184,154	
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**0**	**0**	
DEPARTMENT CORE REQUEST								
		EE	0.00	0	2,544,005	0	2,544,005	
		PD	0.00	0	6,818,675	0	6,818,675	
		Total	**0.00**	**0**	**9,362,680**	**0**	**9,362,680**	
GOVERNOR'S RECOMMENDED CORE								
		EE	0.00	0	2,544,005	0	2,544,005	
		PD	0.00	0	6,818,675	0	6,818,675	
		Total	**0.00**	**0**	**9,362,680**	**0**	**9,362,680**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL ELECTION REFORM								
CORE								
TRAVEL, IN-STATE	3,810	0.00	2,501	0.00	4,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	646	0.00	2,500	0.00	2,500	0.00	0	0.00
FUEL & UTILITIES	7,115	0.00	0	0.00	12,000	0.00	0	0.00
SUPPLIES	177,095	0.00	148,186	0.00	180,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	3,857	0.00	100	0.00	4,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	97,182	0.00	103,000	0.00	103,000	0.00	0	0.00
PROFESSIONAL SERVICES	330,483	0.00	263,896	0.00	350,000	0.00	0	0.00
M&R SERVICES	1,674,346	0.00	2,452,071	0.00	1,800,000	0.00	0	0.00
COMPUTER EQUIPMENT	2,477	0.00	1,000,002	0.00	50,000	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	29,250	0.00	1	0.00	38,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2	0.00	2	0.00	0	0.00
MISCELLANEOUS EXPENSES	199	0.00	2	0.00	2	0.00	0	0.00
TOTAL - EE	**2,326,460**	**0.00**	**3,972,262**	**0.00**	**2,544,005**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	4,182,727	0.00	5,390,416	0.00	6,818,673	0.00	0	0.00
REFUNDS	0	0.00	2	0.00	2	0.00	0	0.00
TOTAL - PD	**4,182,727**	**0.00**	**5,390,418**	**0.00**	**6,818,675**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$6,509,187**	**0.00**	**$9,362,680**	**0.00**	**$9,362,680**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$6,509,187**	**0.00**	**$9,362,680**	**0.00**	**$9,362,680**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Federal Election Reform

1. What does this program do?

The Help America Vote Act of 2002, passed by the United States Congress, provides federal funds to states to improve the adminstration of elections. This includes upgrading voting equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities, election improvements, and creating voter education and poll worker training programs. An "E" appropriation is requested to allow the receipt and disbursement of any additional federal funds.

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

Help America Vote Act of 2002 and HB 511 (2003)

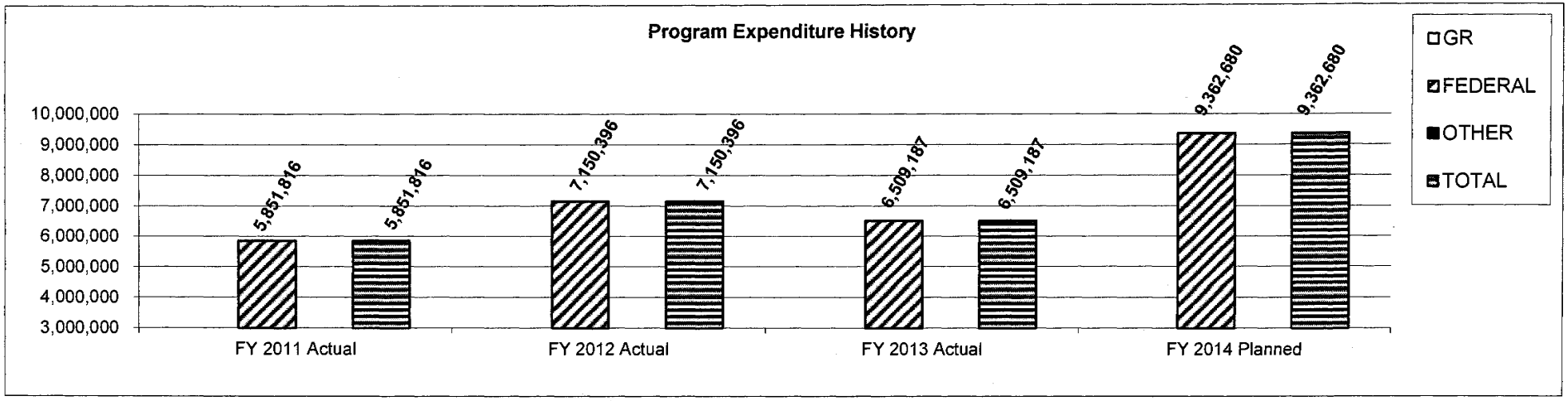
3. Are there federal matching requirements? If yes, please explain.

Federal law requires that Missouri 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.

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

Yes, it is mandated by the Help America Vote Act, passed by Congress in 2002.

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



PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Elections
Program is found in the following core budget(s): Federal Election Reform

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

Election Administration Improvement Fund (HAVA) (0157); Election Improvement Revolving Loan Fund (HHS) (0158)

7a. Provide an effectiveness measure.

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 the statewide voter registration database, and other election related activities.

7b. Provide an efficiency measure.

The timely disbursement of federal funds to local election authorities in order to minimize the time elapsing between the transfer of funds from the state and subsequent disbursement by the election authority.

7c. Provide the number of clients/individuals served, if applicable.

116 local election authorities and thousands of Missouri voters.

7d. Provide a customer satisfaction measure, if available.

A statewide voter registration database accessible to all election authorities has been implemented and ongoing maintenance and enhancements are being made to better serve the needs of the local election authorities; poll workers, including election judges, are receiving ongoing training to comply with HAVA regulations; 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; over seven million dollars worth of grants have been made available to LEAs for the 2012 election cycle, close to $3 million has been made available in the past two fiscal years for voter list maintenance activities, over $1.5 million dollars in grants have been made available to LEAs for the 2014 election cycle and nearly $1 million dollars is being made available during the upcoming two fiscal years.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTION COSTS TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL	**4,284,000**	**0.00**	**4,284,000**	**0.00**	**4,284,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$4,284,000**	**0.00**	**$4,284,000**	**0.00**	**$4,284,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23154C
Division	Elections		
Core -	Election Costs Transfer		

1. CORE FINANCIAL SUMMARY

FY 2015 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	E
Total	**4,284,000**	**0**	**0**	**4,284,000**	E
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 2015 Governor's Recommendation

	GR	Fed	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*

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 State must pay proportional costs for special elections of two or more political subdivisions. As required by 115.077 RSMo, the Secretary of State will transfer from general revenue to the state election subsidy fund an amount not less than that expended in FY2000, which was $4,284,000. An "E" appropriation is requested due the unknown number of special elections.

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

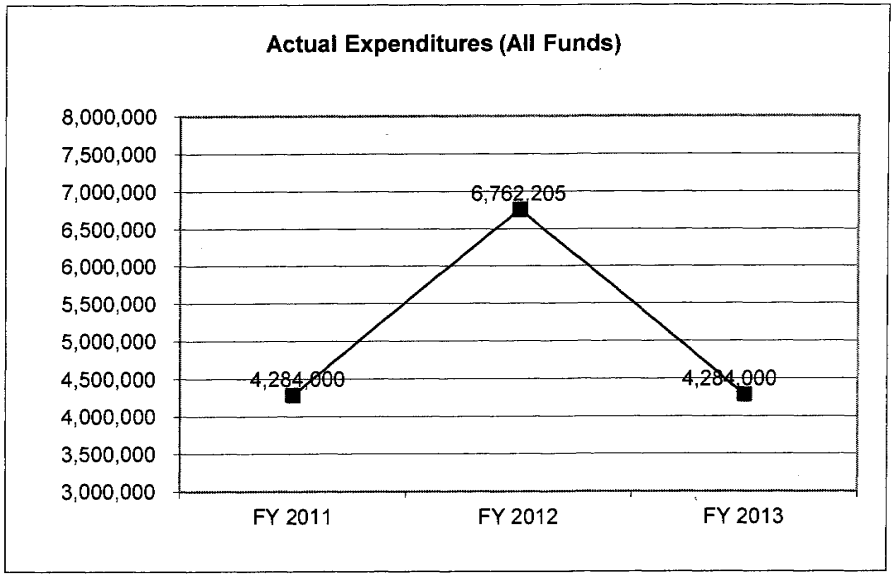
Special election costs

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23154C
Division	Elections		
Core -	Election Costs Transfer		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	4,284,000	6,762,205	4,284,000	4,284,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,284,000	6,762,205	4,284,000	N/A
Actual Expenditures (All Funds)	4,284,000	6,762,205	4,284,000	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 Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

Appropriation was increased in FY12 due to the Presidential Preference Primary.

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	4,284,000	0	0	4,284,000	
	Total	**0.00**	**4,284,000**	**0**	**0**	**4,284,000**	
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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	0	0.00
GRAND TOTAL	$4,284,000	0.00	$4,284,000	0.00	$4,284,000	0.00	$0	0.00
GENERAL REVENUE	$4,284,000	0.00	$4,284,000	0.00	$4,284,000	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

PROGRAM DESCRIPTION

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

1. **What does this program do?**

   The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections in each fiscal year is unknown. The Secretary of State must transfer from general revenue to the state election subsidy an amount not less than that expended in FY2000, which was $4,284,000. An "E" appropriation is requested due the unknown number of special elections.

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

   Sections 115.077 and 115.063, RSMo.

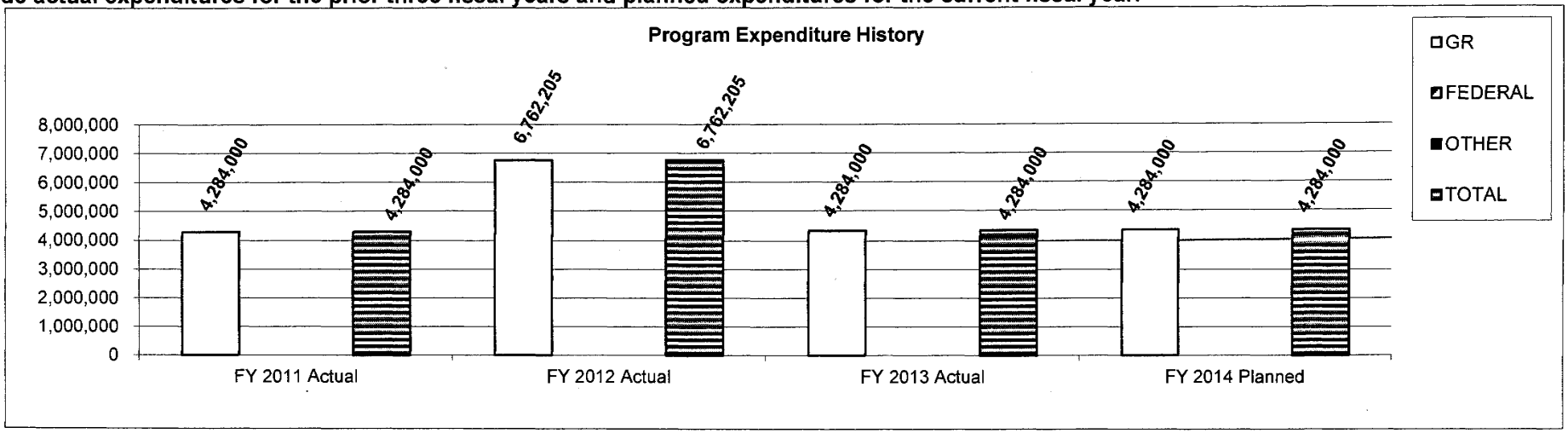
3. **Are there federal matching requirements? If yes, please explain.**

   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
Program Name: Election Costs Transfer
Program is found in the following core budget(s): Elections

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

7a. Provide an effectiveness measure.
Compliance with 115.077 RSMo.

7b. Provide an efficiency measure.
N/A

7c. Provide the number of clients/individuals served, if applicable.
N/A

7d. Provide a customer satisfaction measure, if available.
N/A

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM-SPECIFIC								
STATE ELECTIONS SUBSIDY	1,078,244	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	1,078,244	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL	**1,078,244**	**0.00**	**400,000**	**0.00**	**400,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$1,078,244**	**0.00**	**$400,000**	**0.00**	**$400,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23155C
Division	Elections		
Core -	Special Election Costs		

1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request					FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total	
PS	0	0	0	0		0	0	0	0	
EE	0	0	0	0		0	0	0	0	
PSD	0	0	400,000	400,000	E	0	0	0	0	
TRF	0	0	0	0		0	0	0	0	
Total	**0**	**0**	**400,000**	**400,000**	**E**	**0**	**0**	**0**	**0**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**		**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*		*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: Election Subsidy Fund (0686)

Other Funds:

2. CORE DESCRIPTION

As required by 115.063 RSMo, the State must pay proportional costs for special elections of two or more political subdivisions. Because the number of special elections to be called in a fiscal year is unknow, an "E" appropriation is requested.

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

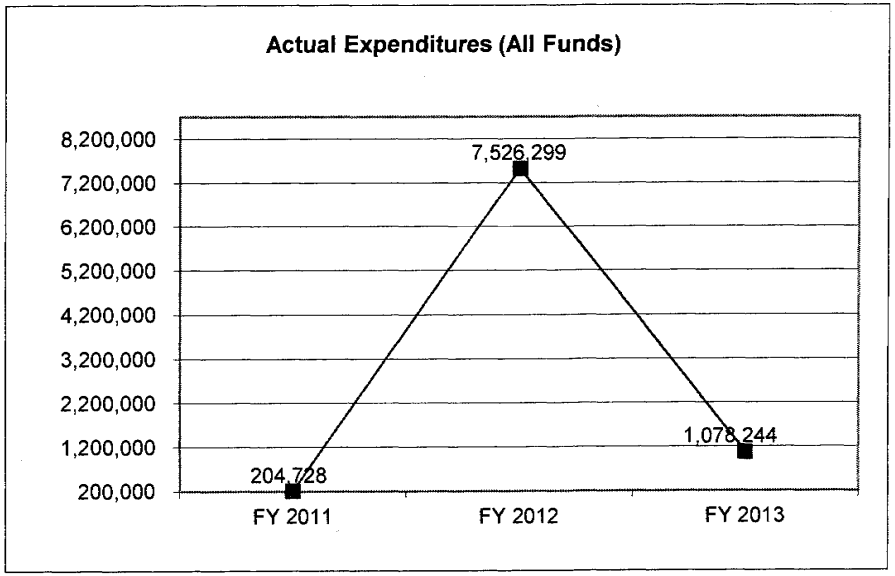
Special Election Costs

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23155C
Division	Elections		
Core -	Special Election Costs		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	400,000	7,550,000	1,078,245	400,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	7,550,000	1,078,245	N/A
Actual Expenditures (All Funds)	204,728	7,526,299	1,078,244	N/A
Unexpended (All Funds)	195,272	23,701	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	195,272	23,701	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: Per 115.077 RSMo, any unexpended funds in the State Election Subsidy Fund will be transferred to the election administration improvements fund to meet the state's funding obligation to maintain expenditures pursuant to Section 254(a)(7) of the Help America Act Vote Act of 2002. There were no Special Elections called in fiscal year 2009. In FY2010, Special Elections were District 73, Representative; District 4, Senate; District 62, Representative; District 57, Representative; In FY 2011, Special Elections were held in District 9, Senate. In FY 2012 Special Elections were held on November 8, 2011, in District 83, Representative; District 41, Representative; District 39, Representative; District 15, Representative, and in February, the presidential preference primary per section 115.785 RSMo. In FY 2013, Special Elections were House District 76, House District 157, Congress District 8, Constitutional Amendment #2 was added to the Primary Election as a Special Election.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
SPECIAL ELECTION & OTHER COSTS

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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM DISTRIBUTIONS	1,078,244	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	1,078,244	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	$1,078,244	0.00	$400,000	0.00	$400,000	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	$1,078,244	0.00	$400,000	0.00	$400,000	0.00		0.00

PROGRAM DESCRIPTION

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

1. What does this program do?

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. In FY2006, seven special elections were held; in FY2007, none; in FY 2008, four and the presidential primary [per 115.785 RSMo]. Five special elections were held in FY2010; One special election was held in fiscal year 2011; Four special elections were held on November 8, 2011, in FY2012; and the presidential preference primary per section 115.785 RSMo. In FY2013, Constitutional Amendment 2 was added to the Primary ballot as a special election, one special election was held on September 24, 2012, two special elections were held April 2, 2013, for House Districts 76 and 157; a special election was held June 4, 2013 for Congressional District 8. Because the number of special

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

Section 115.063, RSMo.

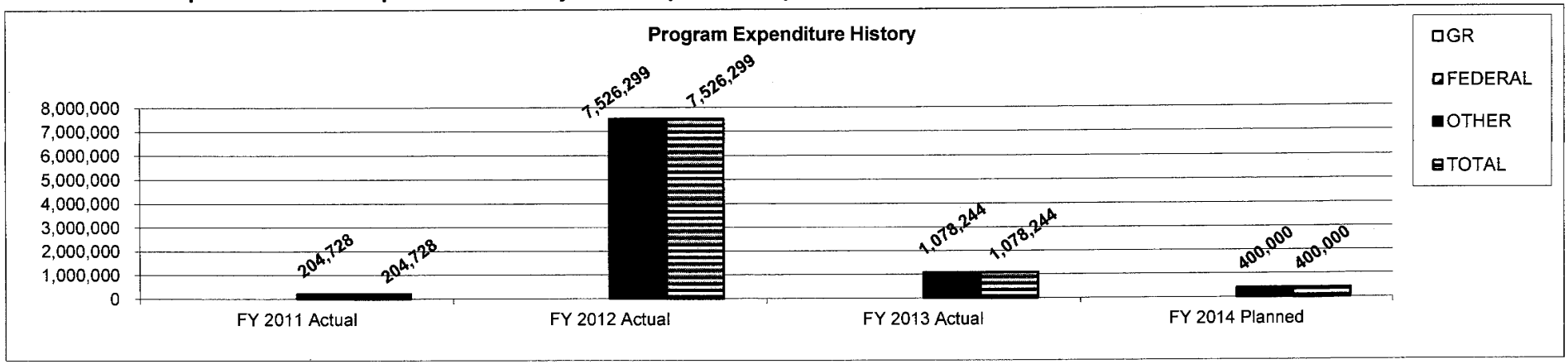
3. Are there federal matching requirements? If yes, please explain.

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

Program Name: Special Election Costs

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

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

7a. Provide an effectiveness measure.

Compliance with statutes.

7b. Provide an efficiency measure.

In prior years, checks to local election authorities have been mailed within 7 days of submitted requests.

7c. Provide the number of clients/individuals served, if applicable.

116 election jurisdictions and the voters of Missouri.

7d. Provide a customer satisfaction measure, if available.

N/A

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTION ADMIN IMPROVE TRF								
CORE								
FUND TRANSFERS								
STATE ELECTIONS SUBSIDY	0	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
TOTAL - TRF	0	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
TOTAL	**0**	**0.00**	**4,034,443**	**0.00**	**4,034,443**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$4,034,443**	**0.00**	**$4,034,443**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23156C
Division	Elections		
Core -	Elections Administration Improvement Transfer		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	4,034,443	4,034,443
Total	**0**	**0**	**4,034,443**	**4,034,443**
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: Election Subsidy Fund (0686)

FY 2015 Governor's Recommendation

	GR	Fed	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*

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

Other Funds:

2. CORE DESCRIPTION

Per section 115.077.5, RSMo, the Secretary of State will transfer the unexpended amount of the state elections subsidy fund to the election administration improvement fund. The number of special elections to be called in a fiscal year is unknown. Special election costs are transferred from general revenue to the state election subsidy fund in an amount not less than the amount expended in the fiscal year that ended June 30,2000. That amount is $4,284,000. At the end of each fiscal year, any amounts in the state election subsidy fund not expended or obligated to meet the state's obligations for special elections is transferred to the election administration improvement fund.

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

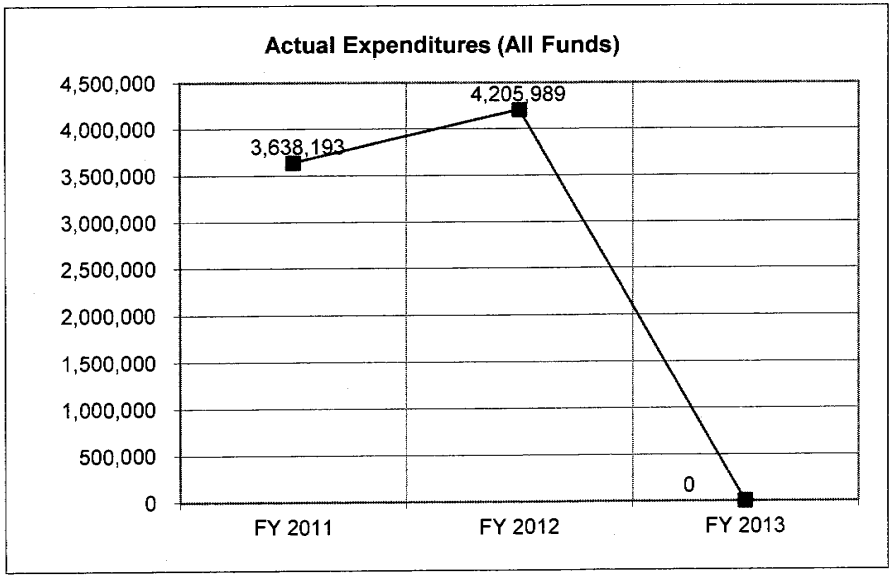
Special Elections

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23156C
Division	Elections		
Core -	Elections Administration Improvement Transfer		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	3,784,000	4,205,989	3,784,000	4,034,443
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,784,000	4,205,989	3,784,000	N/A
Actual Expenditures (All Funds)	3,638,193	4,205,989	0	N/A
Unexpended (All Funds)	145,807	0	3,784,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	145,807	0	3,784,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: FY2010 Appropriation includes an increase of $468,575.
FY2012 Appropriation includes an increase of $421,989.
FY2014 Appropriation includes a core increase of $250,443.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
ELECTION ADMIN IMPROVE TRF

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	4,034,443	4,034,443	
	Total	**0.00**	**0**	**0**	**4,034,443**	**4,034,443**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	4,034,443	4,034,443	
	Total	**0.00**	**0**	**0**	**4,034,443**	**4,034,443**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	4,034,443	4,034,443	
	Total	**0.00**	**0**	**0**	**4,034,443**	**4,034,443**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
ELECTION ADMIN IMPROVE TRF								
CORE								
TRANSFERS OUT	0	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
TOTAL - TRF	0	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
GRAND TOTAL	$0	0.00	$4,034,443	0.00	$4,034,443	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	$4,034,443	0.00	$4,034,443	0.00		0.00

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Election Costs Transfer to Elections Administration Improvement Fund
Program is found in the following core budget(s): Elections

1. What does this program do?

The State must pay proportional costs for special elections of two or more political subdivisions. The Secretary of State will transfer the unexpended amount of the state election subsidy fund to the election administration improvements fund. The number of special elections to be called in a fiscal year is unknown, and an "E" appropriation is requested.

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

Section 115.077.5, RSMo.

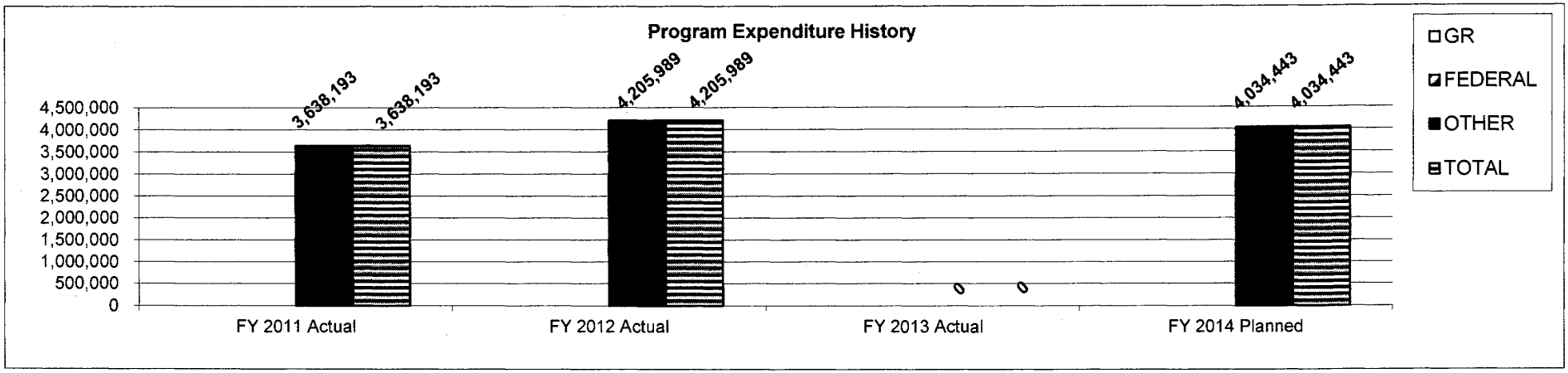
3. Are there federal matching requirements? If yes, please explain.

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
Program Name: Election Costs Transfer to Elections Administration Improvement Fund
Program is found in the following core budget(s): Elections

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

Election Subsidy Fund

7a. Provide an effectiveness measure.

Compliance with 115.077 RSMo. Provides support for Help America Vote Act activities and election improvements.

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

Records Services
Programs

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL GRANTS								
CORE								
EXPENSE & EQUIPMENT								
SECRETARY OF STATE RECORDS-FED	3,987	0.00	2,913	0.00	2,913	0.00	0	0.00
TOTAL - EE	3,987	0.00	2,913	0.00	2,913	0.00	0	0.00
PROGRAM-SPECIFIC								
SECRETARY OF STATE RECORDS-FED	2,803	0.00	12,087	0.00	12,087	0.00	0	0.00
TOTAL - PD	2,803	0.00	12,087	0.00	12,087	0.00	0	0.00
TOTAL	**6,790**	**0.00**	**15,000**	**0.00**	**15,000**	**0.00**	**0**	**0.00**
Records Srvc Fed Grants Inc - 1231007								
PROGRAM-SPECIFIC								
SECRETARY OF STATE RECORDS-FED	0	0.00	0	0.00	35,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	35,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**35,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$6,790**	**0.00**	**$15,000**	**0.00**	**$50,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23143C
Division	Records Services		
Core -	Federal Grants		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	5,817	0	5,817
PSD	0	9,183	0	9,183
TRF	0	0	0	0
Total	**0**	**15,000**	**0**	**15,000**
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 2015 Governor's Recommendation

	GR	Fed	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**
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. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification of, preservation of, and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning within the historical records community and for 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 Preservation Program. Board members are appointed by the Governor, with the advice and consent of the Senate; and administrative responsibilities are handled by the Secretary of State who is the Board's coordinator. Federal regulations require members to have experience and interest in the collection, administration, and use of historical records, and a dedication to the preservation and access of the state's documentary heritage. Over the years, archivists, curators, family historians, legislators, librarians, and records managers have served on the MHRAB.

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

Missouri Historical Records Advisory Board (MHRAB)

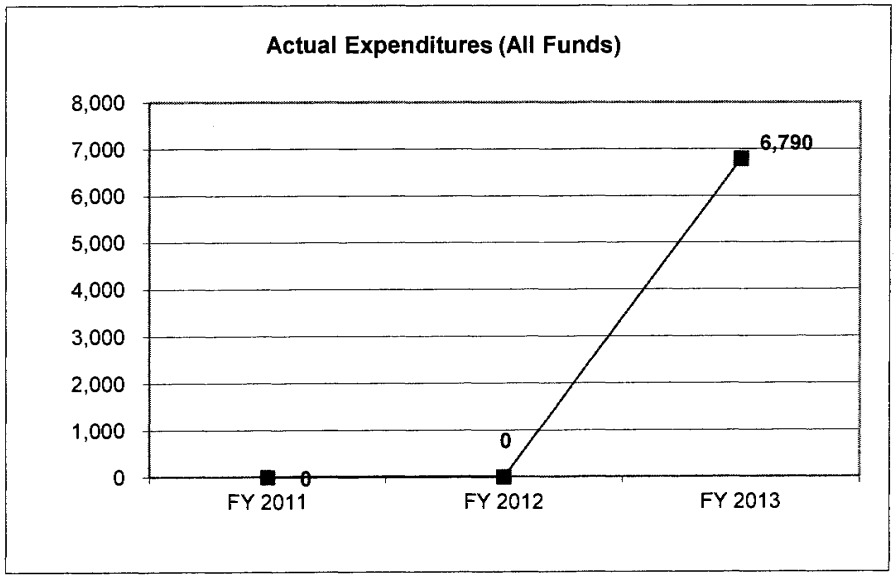
CORE DECISION ITEM

Department	Secretary of State
Division	Records Services
Core -	Federal Grants

Budget Unit 23143C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	15,000	15,000	15,000	15,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,000	15,000	15,000	N/A
Actual Expenditures (All Funds)	0	0	6,790	N/A
Unexpended (All Funds)	15,000	15,000	8,210	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	15,000	15,000	8,210	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

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	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	**0.00**	**0**	**15,000**	**0**	**15,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	**0.00**	**0**	**15,000**	**0**	**15,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	**0.00**	**0**	**15,000**	**0**	**15,000**	

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL GRANTS								
CORE								
TRAVEL, IN-STATE	1,332	0.00	2,560	0.00	2,560	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	2,500	0.00	1	0.00	1	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	155	0.00	341	0.00	341	0.00	0	0.00
TOTAL - EE	**3,987**	**0.00**	**2,913**	**0.00**	**2,913**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	2,803	0.00	12,086	0.00	12,086	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**2,803**	**0.00**	**12,087**	**0.00**	**12,087**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$6,790**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$6,790**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL GRANTS								
Records Srvc Fed Grants Inc - 1231007								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	35,000	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**35,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$35,000**	**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**	**$35,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services
Program is found in the following core budget(s): Federal Grants

1. 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. An "E" is requested to accomodate NHRPC's possible grant opportunities.

2. 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.

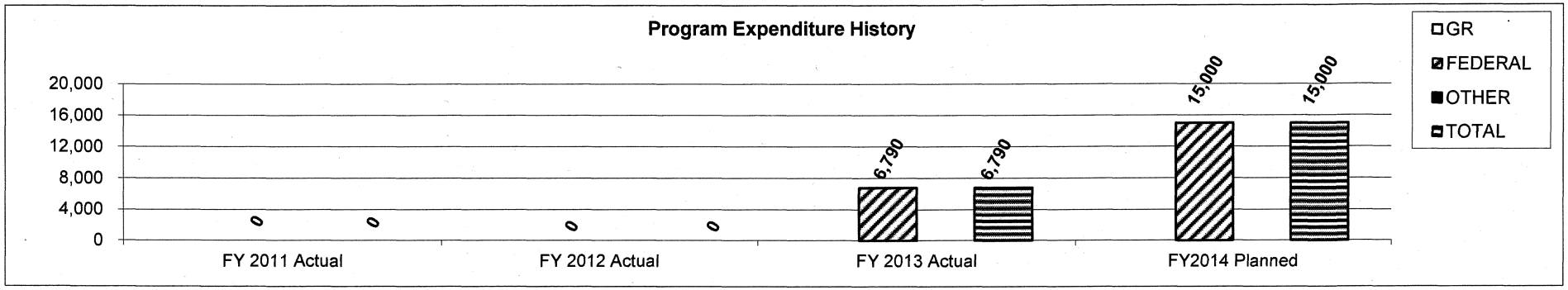
3. Are there federal matching requirements? If yes, please explain.

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

4. 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.

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



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

Federal Grants (0150)

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services
Program is found in the following core budget(s): Federal Grants

7a. Provide an effectiveness measure.

From 2002-2005, the Missouri Historical Records Grant Program (MHRGP), a cooperative program of the MHRAB, National Historical Publications and Records Commission (NHPRC), and State of Missouri, awarded 109 community history regrants totaling $675,000. In FY 2010, the MHRAB awarded $56,000 through fourteen MHRGP Grants. In FY 2011, the MHRAB awarded $56,800 to 17 grantees. In FY 2013, the MHRAB awarded $54,179.67 to 17 grantees.

7b. Provide an efficiency measure.

The average grant amount awarded was $5,363.

7c. Provide the number of clients/individuals served, if applicable.

The MHRAB has now provided 157 grants through the MHRGP.

7d. Provide a customer satisfaction measure, if available.

The Missouri Historical Records Grant Program was reintroduced in FY 2010 because of its past success and numerous requests from the public.

NEW DECISION ITEM
RANK: 14 OF 14

Department	Secretary of State	Budget Unit	
Division	Records Services		
DI Name	Records Services Federal Grants Increase	DI#:1231007	

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	35,000	0	35,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	35,000	0	35,000	Total	0	0	0	0
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	*0.5275*	*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.

Other Funds:

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate	X	Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		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 Missouri Historical Records Advisory Board is the central advisory body for historical records planning and for projects relating to historic records developed and carried out within the state of Missouri. The board may perform duties such as sponsoring and publishing surveys of the conditions and needs of historical records in the state; soliciting or developing proposals for projects to be carried out in the state with National Historical Publications and Records Commission (NHPRC) funding. The Missouri Historical Records Advisory Board is authorized by RSMo 109.221, 44 USC 25, and 36 CFR 1206. The Office is asking for an increase to apply for more grants.

NEW DECISION ITEM
RANK: 14 OF 14

Department	Secretary of State	Budget Unit	
Division	Records Services		
DI Name	Records Services Federal Grants Increase	DI#:1231007	

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number

The National Historical Publications and Records Commission (NHPRC), the grant awarding arm of the National Archives and Records Administration (NARA), supports projects that promote the preservation and use of America's documentary heritage essential to understanding our democracy, history, and culture. State and National Archival Partnership (SNAP) Grants are awarded only to state historical records advisory boards to strengthen archives and historical records programs in each of the states and build a national archival network. Applicants may apply for outright basic grants of up to $15,000 for 12-month projects for costs related to meetings of the state board, workshops and training, outreach and advocacy efforts, small regrant programs, and similar activities. Applicants may also apply for supplemental grants of up to $35,000 for 12-month projects, which may be used for costs related to regrants, traveling or student archivist programs, collaborative projects, and similar activities. There is already authorization for the expenditure of $15,000. This request will authorize an additional $35,000 in grant awards.

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**
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions BOBC 800			35,000				35,000		
Total PSD	**0**		**35,000**		**0**		**35,000**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**35,000**	**0.0**	**0**	**0.0**	**35,000**	**0.0**	**0**

NEW DECISION ITEM
RANK: 14 OF 14

Department	Secretary of State	Budget Unit	
Division	Records Services		
DI Name	Records Services Federal Grants Increase	DI#:1231007	

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**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
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: 14 OF 14

Department	Secretary of State	Budget Unit	
Division	Records Services		
DI Name	Records Services Federal Grants Increase	DI#:1231007	

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

6a.	Provide an effectiveness measure.	6b.	Provide an efficiency measure.
6c.	Provide the number of clients/individuals served, if applicable.	6d.	Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM-SPECIFIC								
LOCAL RECORDS PRESERVATION	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**400,000**	**0.00**	**400,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$400,000**	**0.00**	**$400,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23160C
Division	Records Services		
Core -	Local Records Grants		

1. CORE FINANCIAL SUMMARY

	FY 2015 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
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: Local Records Preservation (0577)

	FY 2015 Governor's Recommendation			
	GR	Fed	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*

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

Other Funds:

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)

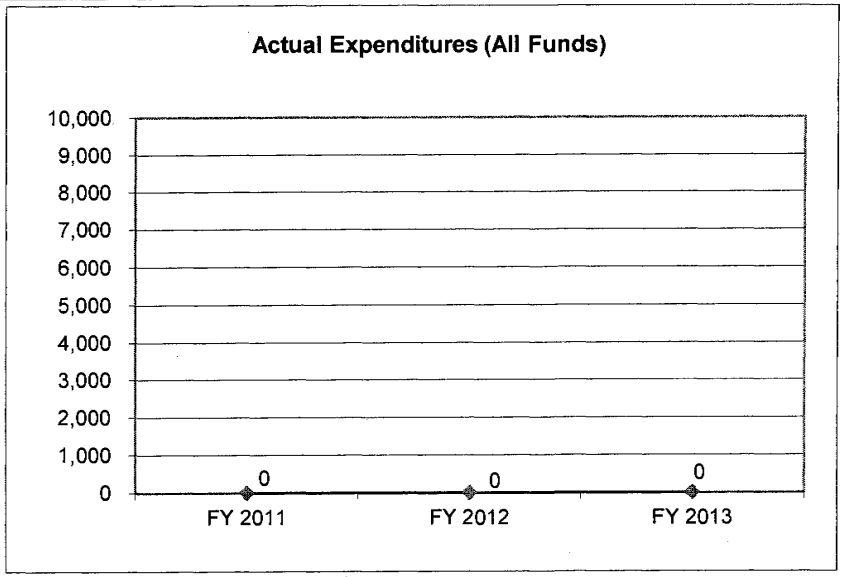
Local Records Preservation Grants.

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23160C
Division	Records Services		
Core -	Local Records Grants		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 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)	0	0	0	N/A
Unexpended (All Funds)	400,000	400,000	400,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	400,000	400,000	400,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	$0	0.00	$400,000	0.00	$400,000	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	$400,000	0.00	$400,000	0.00		0.00

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Records Services
Program is found in the following core budget(s): Local Records Grants

1. What does this program do?

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. Although this program was very successful, it has been temporarily discontinued due to a lack of funds.

2. 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

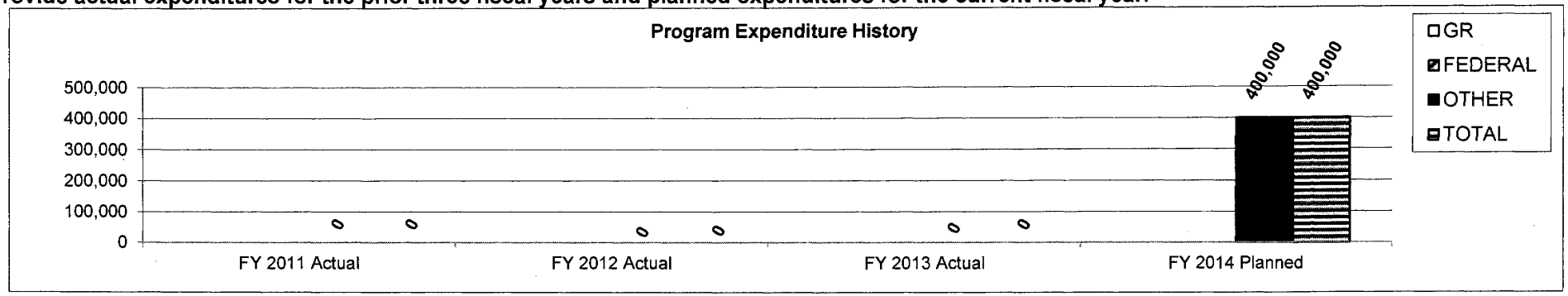
3. Are there federal matching requirements? If yes, please explain.

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.



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

Local Records Preservation Fund (0577)

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Records Services
Program is found in the following core budget(s): Local Records Grants

7a. Provide an effectiveness measure.

Awarded Grant Projects Successfully Completed

Since 1990, the MHRAB has provided state level appraisal and recommended funding for more than $6,518,823 in local records grants.

7b. Provide an efficiency measure.

The average grant awarded was $6,286.

7c. Provide the number of clients/individuals served, if applicable.

The Local Records Preservation Grant Program has funded 1,042 grants. These include 412 grants in 101 counties, 327 grants in 154 cities, 277 grants for 163 school districts, and an additional 26 grants given to fire districts, water districts and other local government agencies.

7d. Provide a customer satisfaction measure, if available.

No formal measure exists.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
DOCUMENT PRESERVATION								
CORE								
EXPENSE & EQUIPMENT								
STATE DOCUMENT PRESERVATION	1,509	0.00	0	0.00	2,000	0.00	0	0.00
TOTAL - EE	1,509	0.00	0	0.00	2,000	0.00	0	0.00
PROGRAM-SPECIFIC								
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	1	0.00	0	0.00
STATE DOCUMENT PRESERVATION	100	0.00	25,000	0.00	23,000	0.00	0	0.00
TOTAL - PD	100	0.00	25,001	0.00	23,001	0.00	0	0.00
TOTAL	**1,609**	**0.00**	**25,001**	**0.00**	**25,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$1,609**	**0.00**	**$25,001**	**0.00**	**$25,001**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department Secretary of State
Division Records Services/Archives
Core - Document Preservation

Budget Unit 23157C

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	25,000	25,000
TRF	0	0	0	0
Total	0	0	25,000	25,000
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: Document Preservation Fund (0836)

FY 2015 Governor's Recommendation

	GR	Fed	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*

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 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.

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

Document Preservation Fund

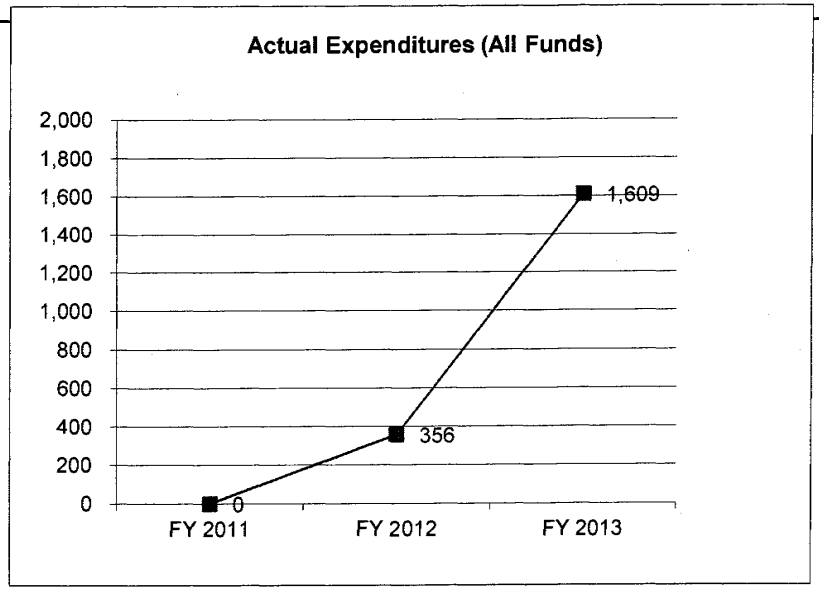
CORE DECISION ITEM

Department Secretary of State
Division Records Services/Archives
Core - Document Preservation

Budget Unit 23157C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	189,260	402	25,000	25,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	189,260	402	25,000	N/A
Actual Expenditures (All Funds)	0	356	1,609	N/A
Unexpended (All Funds)	189,260	46	23,391	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	189,260	46	23,391	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: As needed, appropriation authority will be requested.

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23157C
Division	Records Services/Archives		
Core -	Missouri State Archives-St. Louis Center		

1. CORE FINANCIAL SUMMARY

	FY 2015 Budget Request				FY 2015 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	1	1	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	1	1	Total	0	0	0	0
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.

Other Funds: MO State Archives - St. Louis Trust (0770)

Other Funds:

2. CORE DESCRIPTION

RSMo 109.400 and 109.410 establish the Missouri State Archives' authority to create a records center in St. Louis with non-general revenue funds. The facility will centralize the housing of millions of historically valuable state and local government records in the St. Louis area. The Center's creation would be the result of a public-private partnership based on non-state funds. An initial endowment would be secured to help guarantee operating funds into the future. Should non-GR funding prove unavailable, the Center will not be created.

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

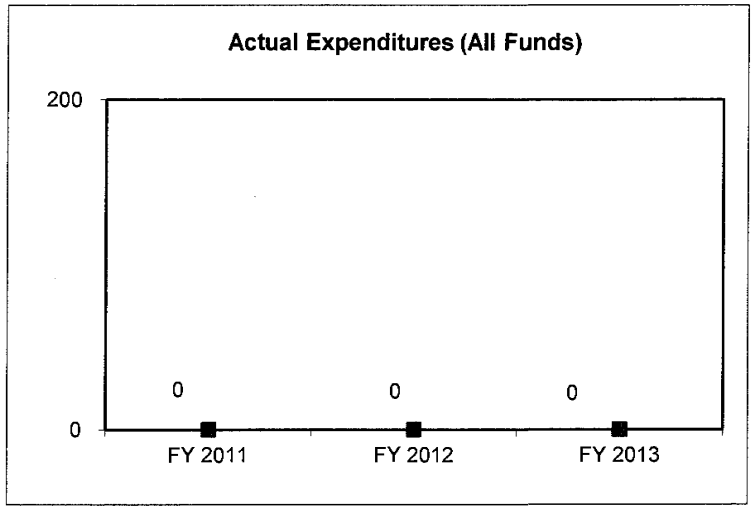
CORE DECISION ITEM

Department	Secretary of State
Division	Records Services/Archives
Core -	Missouri State Archives-St. Louis Center

Budget Unit 23157C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	1	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
DOCUMENT PRESERVATION

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PD	0.00	0	0	25,001	25,001	
		Total	**0.00**	**0**	**0**	**25,001**	**25,001**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1830 3994	EE	0.00	0	0	2,000	2,000	
Core Reallocation	1830 3994	PD	0.00	0	0	(2,000)	(2,000)	
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**0**	**0**	
DEPARTMENT CORE REQUEST								
		EE	0.00	0	0	2,000	2,000	
		PD	0.00	0	0	23,001	23,001	
		Total	**0.00**	**0**	**0**	**25,001**	**25,001**	
GOVERNOR'S RECOMMENDED CORE								
		EE	0.00	0	0	2,000	2,000	
		PD	0.00	0	0	23,001	23,001	
		Total	**0.00**	**0**	**0**	**25,001**	**25,001**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
DOCUMENT PRESERVATION								
CORE								
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	1,000	0.00	0	0.00
PROFESSIONAL SERVICES	1,509	0.00	0	0.00	1,000	0.00	0	0.00
TOTAL - EE	**1,509**	**0.00**	**0**	**0.00**	**2,000**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	25,001	0.00	23,000	0.00	0	0.00
REFUNDS	100	0.00	0	0.00	1	0.00	0	0.00
TOTAL - PD	**100**	**0.00**	**25,001**	**0.00**	**23,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$1,609**	**0.00**	**$25,001**	**0.00**	**$25,001**	**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	**$1,609**	**0.00**	**$25,001**	**0.00**	**$25,001**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services/Archives
Program is found in the following core budget(s): Document Preservation

1. What does this program do?

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. Due to the uncertainty of gifts, bequests, or contributions, an "E" appropriation is requested.

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

RSMo 109.005

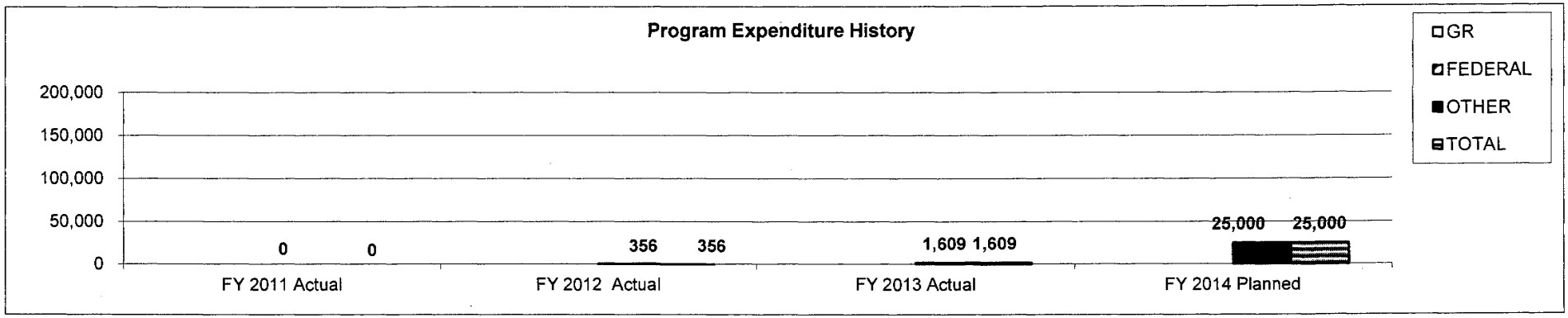
3. Are there federal matching requirements? If yes, please explain.

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.



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

Document Preservation (0836)

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services/Archives
Program is found in the following core budget(s): Document Preservation

7a. Provide an effectiveness measure.

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to 263 in 2012. The online death certificate project was completed in March of 2008 with online searches growing to 12.9 million hits in FY13. In FY13Document Preservation Fund monies were expended on scanning the Missouir Veterans Home applications (1912-1929).

7b. Provide an efficiency measure.

See 7c.

7c. Provide the number of clients/individuals served, if applicable.

In FY 13 an average of 7,042 visitors a day accessed the Missouri State Archives website.

7d. Provide a customer satisfaction measure, if available.

The Missour State Archives has been recognized by Family Tree Magazine for 11 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services/Archives
Program is found in the following core budget(s): Missouri State Archives - St. Louis Center

1. What does this program do?

The facility would provide more complete and effective service for St. Louis City government offices and citizen researchers. Document storage in a records center is much less expensive than in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices. The facility would draw thousands of cultural tourists from across the United States -- principally family historians, but also academics and journalists. The creation of a St. Louis Center would allow records holders to concentrate more fully on pressing contemporary business without having the diversion of genealogical and other historical searches.

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

Statutory authorization RSMo 109.400 and 109.410.

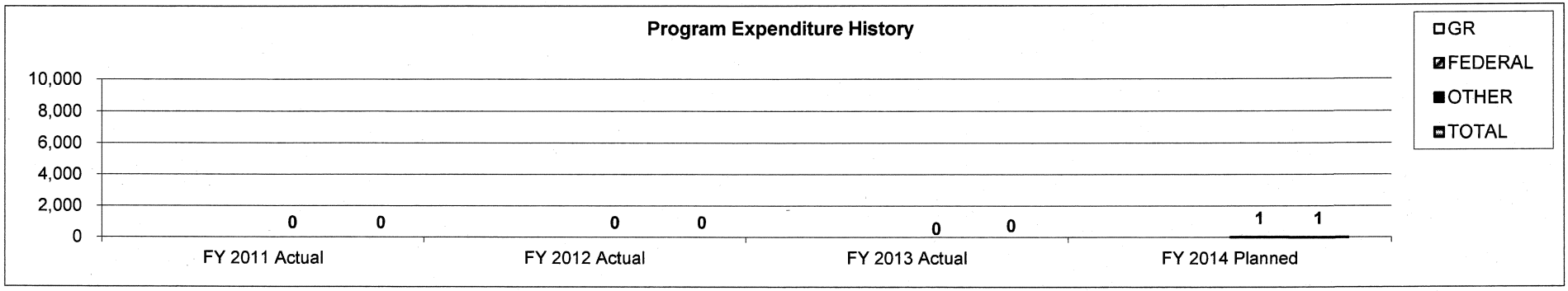
3. Are there federal matching requirements? If yes, please explain.

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
Program Name Records Services/Archives
Program is found in the following core budget(s): Missouri State Archives - St. Louis Center

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

The Center's creation would be the result of a public-private partnership of non-state funds.

7a. Provide an effectiveness measure.

The cost of storing documents in a records center is much less than the cost of storing them in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices.

7b. Provide an efficiency measure.

Aggregate savings are contingent on participation in the project. No state or local government entity would be compelled to turn over records.

7c. Provide the number of clients/individuals served, if applicable.

Not applicable.

7d. Provide a customer satisfaction measure, if available.

Not applicable.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	3,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0	0.00
TOTAL - PD	3,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0	0.00
TOTAL	**3,504,001**	**0.00**	**3,504,001**	**0.00**	**3,504,001**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,504,001**	**0.00**	**$3,504,001**	**0.00**	**$3,504,001**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23515C
Division	Library Services		
Core -	State Aid for Public Libraries		

1. CORE FINANCIAL SUMMARY

FY 2015 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*

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

Other Funds:

FY 2015 Governor's Recommendation

	GR	Fed	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*

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 ten cents 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 as determined by RSMo 181.060.

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

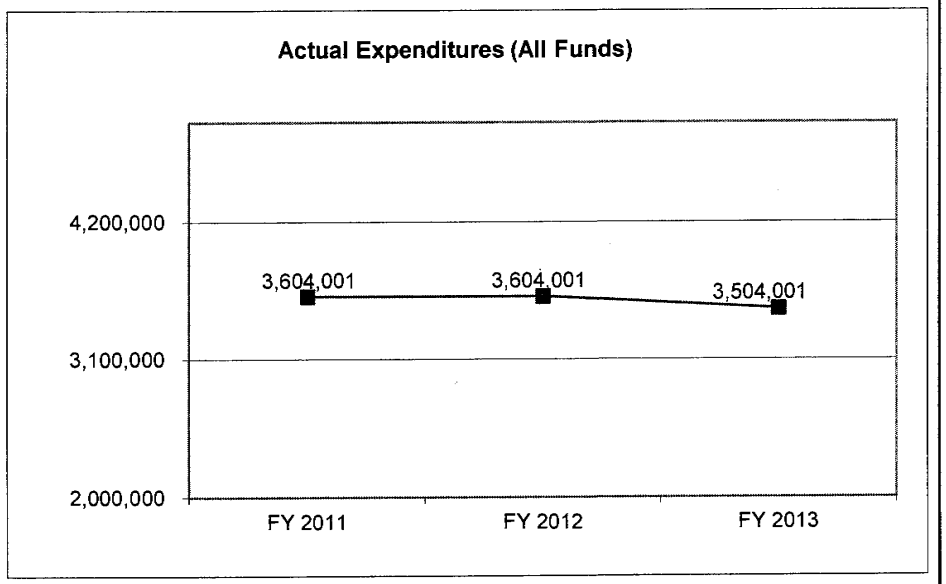
State Aid to Public Libraries

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23515C
Division	Library Services		
Core -	State Aid for Public Libraries		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	3,604,001	3,604,001	3,504,001	3,504,001
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,604,001	3,604,001	3,504,001	N/A
Actual Expenditures (All Funds)	3,604,001	3,604,001	3,504,001	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 Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

State aid for public libraries is a two part program; aid distributed to libraries based on population, and an equalization program to help libraries in less affluent counties.

In FY13, of the $3,504,001, $2,732,245 was distributed as per capita state aid, and $771,756 was distributed in equalization aid.

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	3,504,001	0	0	3,504,001	
	Total	**0.00**	**3,504,001**	**0**	**0**	**3,504,001**	
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**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	3,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0	0.00
TOTAL - PD	3,504,001	0.00	3,504,001	0.00	3,504,001	0.00	0	0.00
GRAND TOTAL	$3,504,001	0.00	$3,504,001	0.00	$3,504,001	0.00	$0	0.00
GENERAL REVENUE	$3,504,001	0.00	$3,504,001	0.00	$3,504,001	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

PROGRAM DESCRIPTION

Department - Secretary of State

Program Name: State Aid for Public Libraries

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

1. What does this program do?

State Aid for Public Libraries makes a vital contribution to improving public library services in Missouri. 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.

Public libraries in Missouri are funded primarily through property taxes. Due to reassessment and rollback, those taxes are limited to small growth factors. Across the state, the level of library funding from taxation varies widely, in large part due to differences in local property valuations. State aid helps bridge some of the resulting funding gaps. State aid applications are submitted annually for review and certification by the State Librarian. Once the funding is approved, local library boards of trustees decide the allocation of these funds according to the highest local needs and priorities.

The economic and social success of Missourians depends on equal information access and the ability to use information. Missouri public libraries play a critical role in providing access to information. Without state aid funding, Missourians will have reduced access to information, or a reduction in the basic services offered by public libraries. In many communities, public libraries provide the only no cost high speed internet access, heavily used by people seeking jobs, filling out application forms, or researching business opportunities. State aid secures the necessary funding for the following variety of needs: computer technology, Internet connectivity, reference services, personnel and collection expenditures.

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, as well as guidelines for developing technology, determining current and future community technology needs, and meeting national standards for cataloging library materials. 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 of the Missouri Public Library Standards.

2. 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 X, Section 10

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

No

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

No

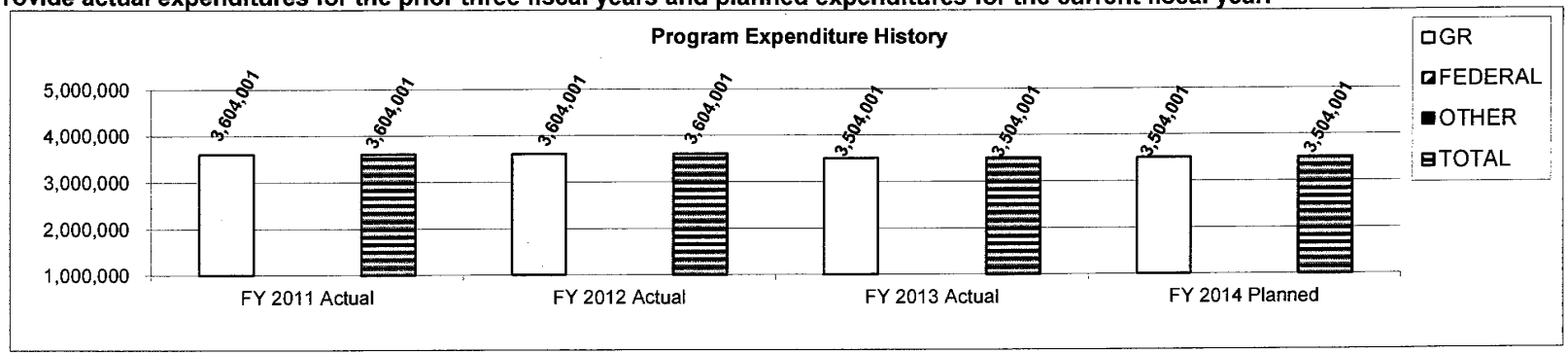
PROGRAM DESCRIPTION

Department - Secretary of State

Program Name: State Aid for Public Libraries

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

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



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

7a. Provide an effectiveness measure.

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

	2009	2010	2011	2012
Number of Missourians with a library card, from statistical report	2,978,682	3,189,850	3,303,434	3,321,114
Percent of population of library districts	58.2%	62.3%	60.5%	60.93%
Total Materials borrowed from libraries	51,139,852	54,046,193	54,194,171	54,366,156

7b. Provide an efficiency measure.

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.

	2009	2010	2011	2012
Public Internet Computers provided	4,441	4,475	4,741	4,909
Users of Computers	5,180,581	6,870,214	6,758,008	6,536,381

7c. Provide the number of clients/individuals served, if applicable.

	FY 2011	FY 2012	FY 2013	2014-Proj
Eligible library districts	164	163	164	164
Population	5,115,669	5,455,641	5,450,526	5,463,748

7d. Provide a customer satisfaction measure, if available.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
REAL								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL - EE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**3,109,250**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$3,109,250**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State
Division	Library Services
Core -	REAL Program

Budget Unit 23520C

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	3,109,250	0	0	3,109,250
PSD	0	0	0	0
TRF	0	0	0	0
Total	**3,109,250**	**0**	**0**	**3,109,250**
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: None

FY 2015 Governor's Recommendation

	GR	Fed	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*

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

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

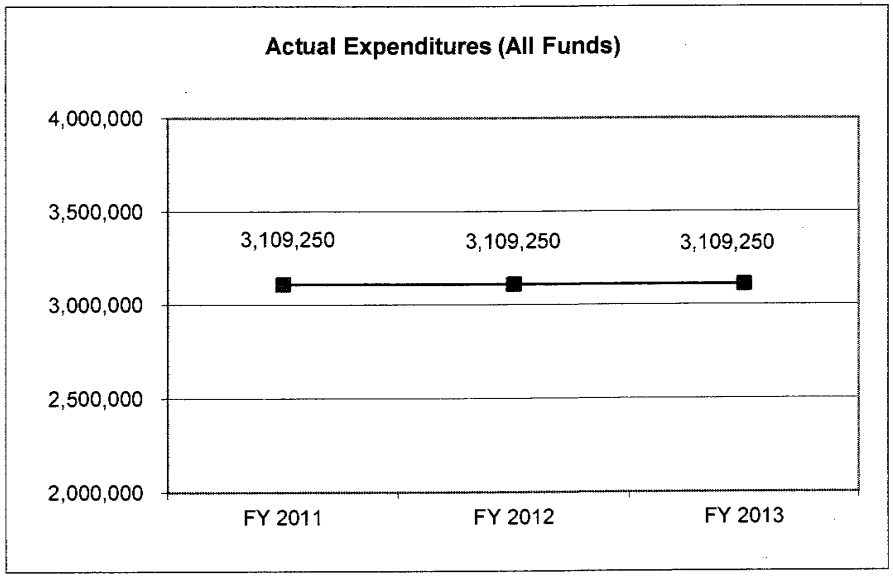
The Remote Electronic Access for Libraries (REAL) Program

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23520C
Division	Library Services		
Core -	REAL Program		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	3,109,250	3,109,250	3,109,250	3,109,250
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,109,250	3,109,250	3,109,250	N/A
Actual Expenditures (All Funds)	3,109,250	3,109,250	3,109,250	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 Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

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	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	
DEPARTMENT CORE REQUEST							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	**0.00**	**3,109,250**	**0**	**0**	**3,109,250**	

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
REAL								
CORE								
PROFESSIONAL SERVICES	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
TOTAL - EE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	0	0.00
GRAND TOTAL	$3,109,250	0.00	$3,109,250	0.00	$3,109,250	0.00	$0	0.00
GENERAL REVENUE	$3,109,250	0.00	$3,109,250	0.00	$3,109,250	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

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): REAL Program

1. What does this program do?

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.

Public libraries serve as the sole source of high speed Internet access for many Missourians. In order for Missourians to compete in an online environment for jobs and business revenue, they need a basic level of knowledge of computer and Internet resources. 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 ever-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.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, K-12 education support, and 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, most public libraries and schools would not be able 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, one such statewide product license fee was $583,910 in FY12. If every K-12 school, public library, and higher education institution acquired its own individual license, the total cost to taxpayers would have exceed $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.

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

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

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

No

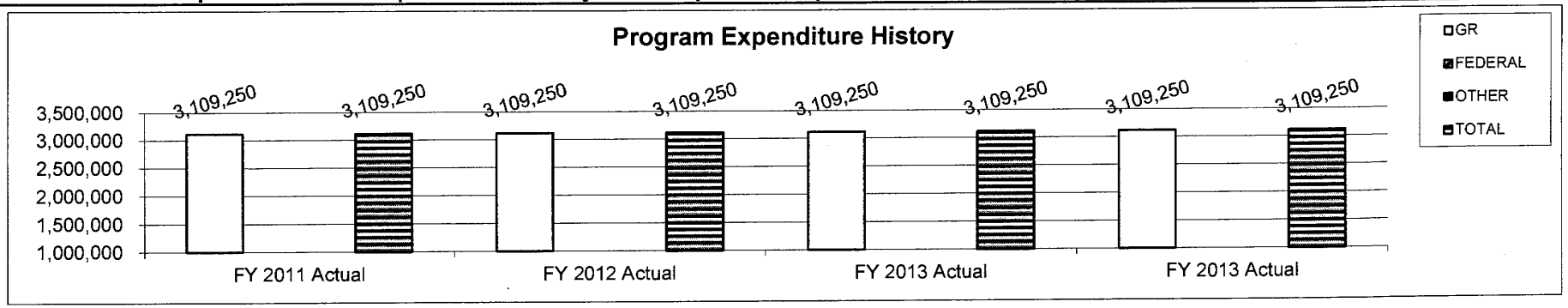
4. Is this a federally mandated program? If yes, please explain.

No

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): REAL Program

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



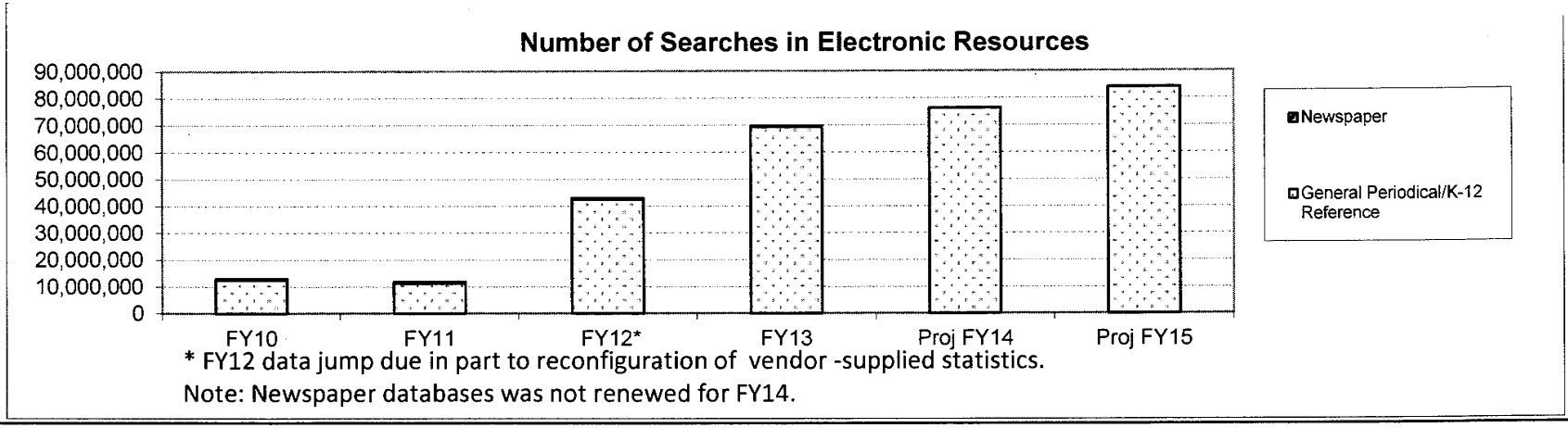
6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

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 public school 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.



* FY12 data jump due in part to reconfiguration of vendor -supplied statistics.

Note: Newspaper databases was not renewed for FY14.

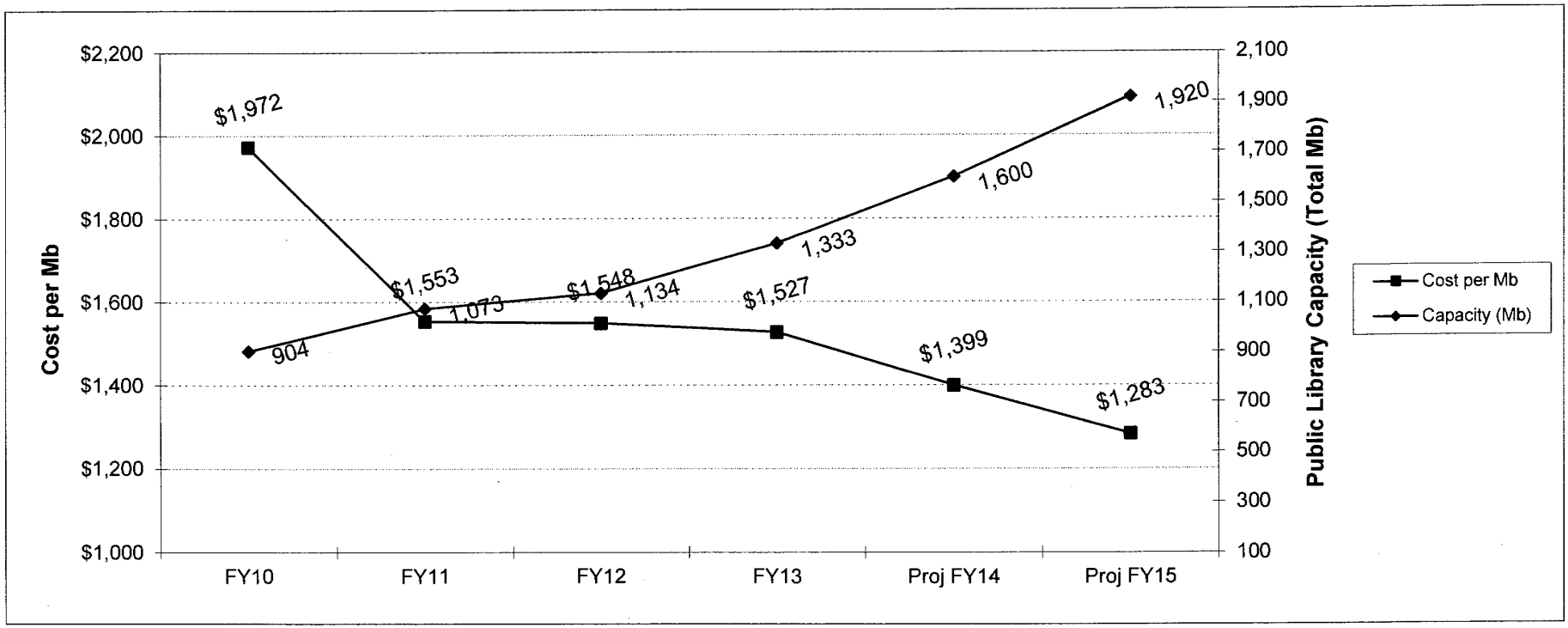
PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): REAL Program

7b. Provide an efficiency measure.

Demand Growth and Cost Efficiency: Capacity and Cost per Mb

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 capacity demand 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 continuing demand for additional capacity with existing resources.



PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): REAL Program

7c. Provide the number of clients/individuals served, if applicable.

	FY 2010[1]	FY 2011[2]	FY 2012	FY 2013	Projected FY 2014	Projected FY 2015
Number of libraries participating*	135	134	134	135	135	135
Total eligible	148	147	146	147	146	146
Percent of eligible library districts	91.2%	91.2%	91.8%	91.8%	92.5%	92.5%

[1] For FY10 Advance Community Library, Conran Memorial, and Fisk were new members. Morgan County Library cancelled membership in FY10.

[2] Webb City cancelled membership in FY11.

[3] In FY13, Bonne Terre Memorial Libray cancelled membership; Caldwell County and Rolla Public libraries joined as new members.

7d. Provide a customer satisfaction measure, if available.

All members contacting technical support for assistance receive an electronic satisfaction survey following the resolution of their issues. This survey asks the member to rate performance in five areas: staff knowledge, effectiveness of solution, timeliness of resolution, staff communication skills, and courteous service. The data shown below is averaged across all public library members, types of assistance, and areas of performance.

	FY 2010	FY 2011	FY 2012	FY 2013	Projected FY 2014	Projected FY 2015
Percent satisfied with help desk service	96.5%	97.1%	98.0%	99.0%	98.0%	98.0%

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIFT LITERACY PROGRAM								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	34,029	0.00	69,450	0.00	0	0.00	0	0.00
TOTAL - EE	34,029	0.00	69,450	0.00	0	0.00	0	0.00
TOTAL	**34,029**	**0.00**	**69,450**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$34,029**	**0.00**	**$69,450**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LIFT LITERACY PROGRAM

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	69,450	0	0	69,450	
	Total	**0.00**	**69,450**	**0**	**0**	**69,450**	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction 1884 4198	EE	0.00	(69,450)	0	0	(69,450)	
NET DEPARTMENT CHANGES		**0.00**	**(69,450)**	**0**	**0**	**(69,450)**	
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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIFT LITERACY PROGRAM								
CORE								
PROFESSIONAL SERVICES	34,029	0.00	69,450	0.00	0	0.00	0	0.00
TOTAL - EE	34,029	0.00	69,450	0.00	0	0.00	0	0.00
GRAND TOTAL	$34,029	0.00	$69,450	0.00	$0	0.00	$0	0.00
GENERAL REVENUE	$34,029	0.00	$69,450	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	$0	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
EXPENSE & EQUIPMENT								
SEC OF STATE-FEDERAL FUNDS	486,364	0.00	631,508	0.00	831,508	0.00	0	0.00
TOTAL - EE	486,364	0.00	631,508	0.00	831,508	0.00	0	0.00
PROGRAM-SPECIFIC								
SEC OF STATE-FEDERAL FUNDS	1,745,935	0.00	3,493,492	0.00	3,293,492	0.00	0	0.00
TOTAL - PD	1,745,935	0.00	3,493,492	0.00	3,293,492	0.00	0	0.00
TOTAL	**2,232,299**	**0.00**	**4,125,000**	**0.00**	**4,125,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$2,232,299**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23722C
Division	Library Services		
Core -	Federal Aid to Public Libraries		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	631,508	0	631,508	E
PSD	0	3,493,492	0	3,493,492	E
TRF	0	0	0	0	
Total	**0**	**4,125,000**	**0**	**4,125,000**	**E**
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 2015 Governor's Recommendation

	GR	Fed	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*

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 stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages. Libraries have identified needs to make increased use of technology and train staff and library users in its effective use. 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)

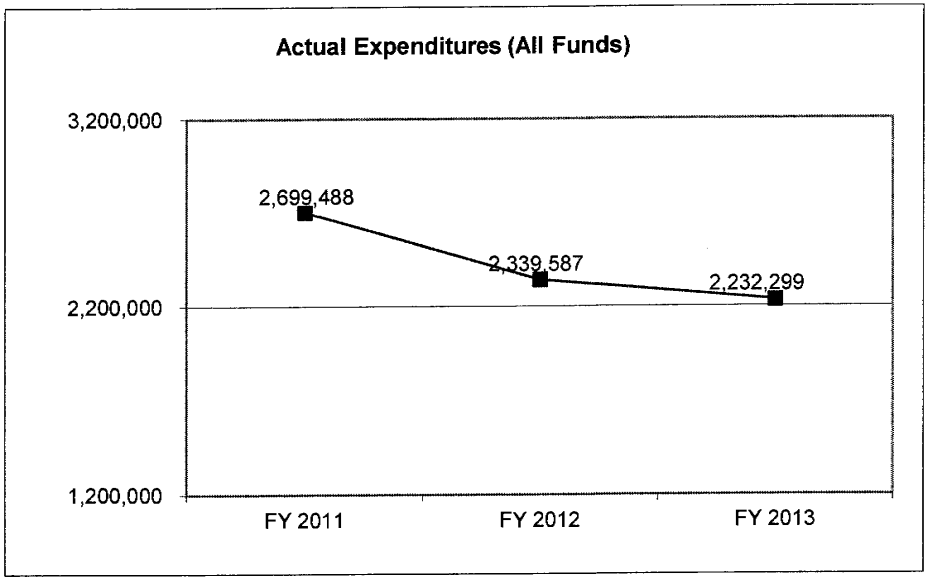
Federal Aid for Public Libraries

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23722C
Division	Library Services		
Core -	Federal Aid to Public Libraries		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	2,750,000	2,750,000	2,750,000	4,125,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,750,000	2,750,000	2,750,000	N/A
Actual Expenditures (All Funds)	2,699,488	2,339,587	2,232,299	N/A
Unexpended (All Funds)	50,512	410,413	517,701	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	50,512	410,413	517,701	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

LSTA funds may be spent over a two year period.

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	631,508	0	631,508	
		PD	0.00	0	3,493,492	0	3,493,492	
		Total	**0.00**	**0**	**4,125,000**	**0**	**4,125,000**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1829 4199	EE	0.00	0	200,000	0	200,000	
Core Reallocation	1829 4199	PD	0.00	0	(200,000)	0	(200,000)	
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**0**	**0**	
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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
TRAVEL, IN-STATE	11,493	0.00	10,000	0.00	12,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	10,572	0.00	40,000	0.00	38,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	45,000	0.00	45,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	447,978	0.00	524,299	0.00	724,299	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	223	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,201	0.00	1,201	0.00	0	0.00
MISCELLANEOUS EXPENSES	16,098	0.00	10,000	0.00	10,000	0.00	0	0.00
TOTAL - EE	**486,364**	**0.00**	**631,508**	**0.00**	**831,508**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	1,559,232	0.00	3,493,491	0.00	3,293,491	0.00	0	0.00
REFUNDS	186,703	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	**1,745,935**	**0.00**	**3,493,492**	**0.00**	**3,293,492**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$2,232,299**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$2,232,299**	**0.00**	**$4,125,000**	**0.00**	**$4,125,000**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): Federal Aid for Public Libraries

1. What does this program do?

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages, including targeted populations. 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 2008-2012 State Five Year Plan, approved by the Institute for Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2013-2017. As required, the Plan was approved by the Institute for Museum and Library Services .

To implement the 2013-2017 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

2. 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.

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

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

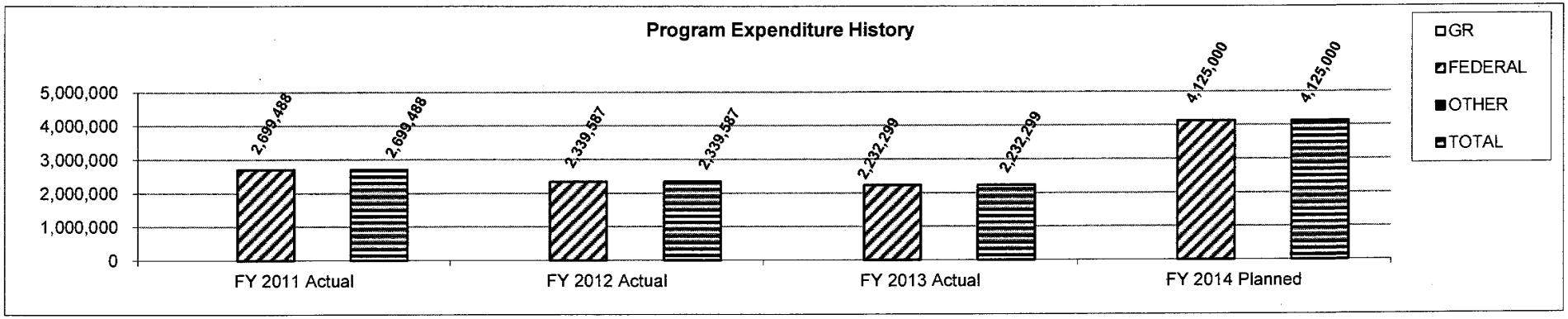
4. Is this a federally mandated program? If yes, please explain.

All states receive funds under The Museum and Library Services Act of 2003. Funds are calculated by formula under the law and reserved to the states.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): Federal Aid for Public Libraries

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



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

7a. Provide an effectiveness measure.

All grant applications require detailed evaluation plans. For FY12, 205 of 215 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. The LSTA 2008-2012 plan evaluation showed 72% of public libraries consider LSTA-funded opportunities as Very Important or Critical in being able to serve clients well.

7b. Provide an efficiency measure.

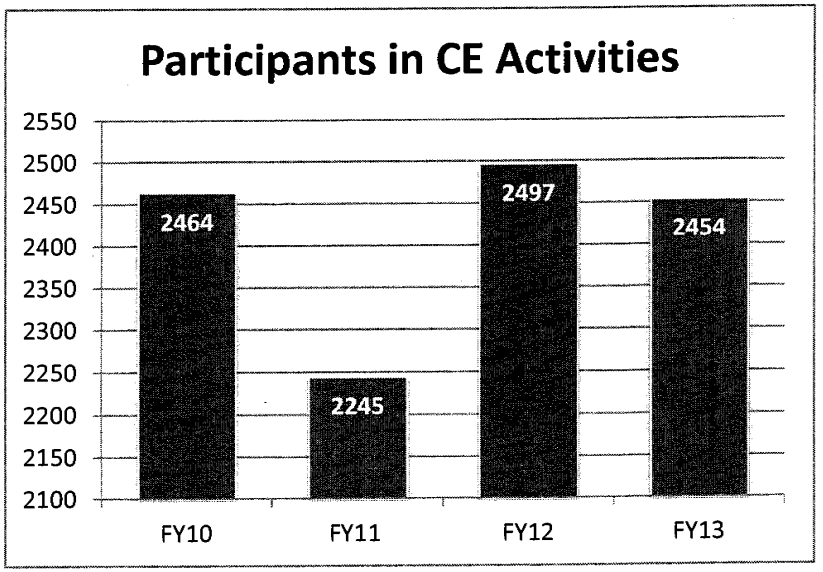
New project managers and others needing to be updated on grant guidelines participated in training sessions to increase their understanding of requirements for grant management. Libraries participating in training exhibit better compliance with reporting deadlines and providing information needed to document grant activity. Survey results from the LSTA FY2008-2012 evaluation show that staff feel well supported in the application process, with 84% rating the guidance provided as very good or excellent.

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Services
Program is found in the following core budget(s): Federal Aid for Public Libraries

7c. Provide the number of clients/individuals served, if applicable.

Number of library staff participating in continuing education activities



7d. Provide a customer satisfaction measure, if available.

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

Surveys results from the LSTA FY2008-2012 evaluation 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.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING FUND								
CORE								
EXPENSE & EQUIPMENT								
LIBRARY NETWORKING FUND	6,382	0.00	25,001	0.00	25,001	0.00	0	0.00
TOTAL - EE	6,382	0.00	25,001	0.00	25,001	0.00	0	0.00
PROGRAM-SPECIFIC								
LIBRARY NETWORKING FUND	107,264	0.00	2,274,999	0.00	2,274,999	0.00	0	0.00
TOTAL - PD	107,264	0.00	2,274,999	0.00	2,274,999	0.00	0	0.00
TOTAL	**113,646**	**0.00**	**2,300,000**	**0.00**	**2,300,000**	**0.00**	**0**	**0.00**
Library Networking Fund Inc - 1231005								
PROGRAM-SPECIFIC								
LIBRARY NETWORKING FUND	0	0.00	0	0.00	1,250,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	1,250,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**1,250,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$113,646**	**0.00**	**$2,300,000**	**0.00**	**$3,550,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23727C
Division	Library Services		
Core -	Library Networking Fund		

1. CORE FINANCIAL SUMMARY

FY 2015 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	2,274,999	2,274,999
TRF	0	0	0	0
Total	**0**	**0**	**2,300,000**	**2,300,000**
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: Library Networking Fund (0822)

FY 2015 Governor's Recommendation

	GR	Fed	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*

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

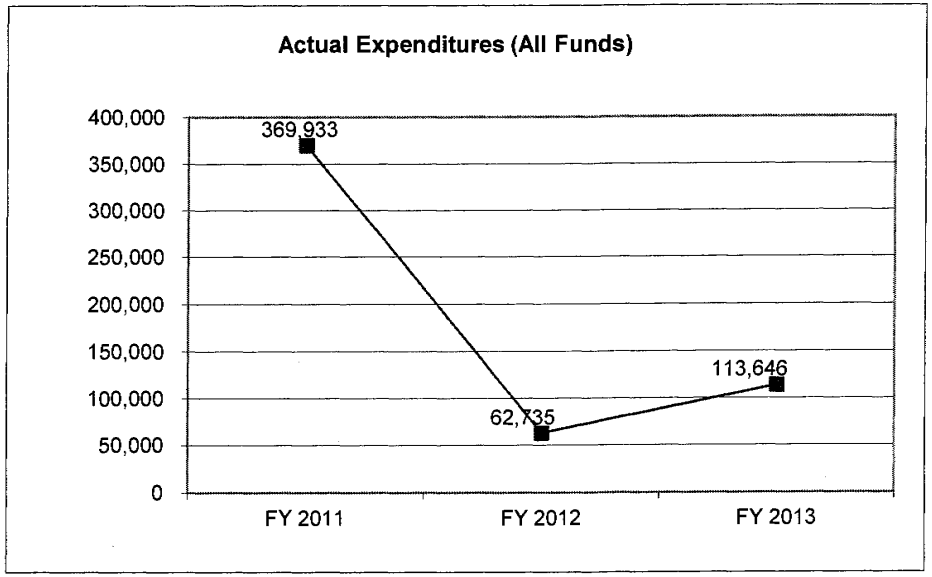
CORE DECISION ITEM

Department	Secretary of State
Division	Library Services
Core -	Library Networking Fund

Budget Unit 23727C

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	950,000	450,000	1,600,000	2,300,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	950,000	450,000	1,600,000	N/A
Actual Expenditures (All Funds)	369,933	62,735	113,646	N/A
Unexpended (All Funds)	580,067	387,265	1,486,354	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	580,067	387,265	1,486,354	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

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	2,274,999	2,274,999	
	Total	**0.00**	**0**	**0**	**2,300,000**	**2,300,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	2,274,999	2,274,999	
	Total	**0.00**	**0**	**0**	**2,300,000**	**2,300,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	2,274,999	2,274,999	
	Total	**0.00**	**0**	**0**	**2,300,000**	**2,300,000**	

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	1,500	0.00	1,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,500	0.00	1,500	0.00	0	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	0	0.00
PROFESSIONAL SERVICES	6,382	0.00	1,500	0.00	1,500	0.00	0	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	0	0.00
TOTAL - EE	**6,382**	**0.00**	**25,001**	**0.00**	**25,001**	**0.00**	**0**	**0.00**
PROGRAM DISTRIBUTIONS	100,000	0.00	2,274,999	0.00	2,274,999	0.00	0	0.00
REFUNDS	7,264	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	**107,264**	**0.00**	**2,274,999**	**0.00**	**2,274,999**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$113,646**	**0.00**	**$2,300,000**	**0.00**	**$2,300,000**	**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	**$113,646**	**0.00**	**$2,300,000**	**0.00**	**$2,300,000**	**0.00**		**0.00**

PROGRAM DESCRIPTION

Department: Secretary of State, Library Services
Program Name: Library Networking Fund
Program is found in the following core budget(s): Library Networking Fund

1. What does this program do?

This program provides funds to Missouri public libraries for books in any format, audio, video, and other information materials to meet citizens' needs for learning and authoritative information. 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 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.

2. 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 181.021 RSMo (State Library)

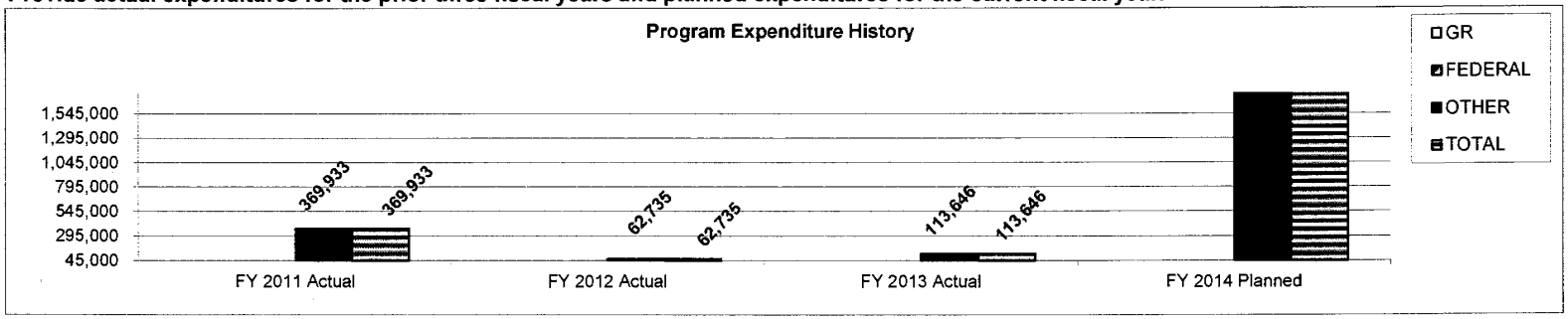
3. Are there federal matching requirements? If yes, please explain.

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, Library Services
Program Name: Library Networking Fund
Program is found in the following core budget(s): Library Networking Fund

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

Private donations and grants

7a. Provide an effectiveness measure.

The payments to public libraries from the Non-Resident Atheletes and Entertainers Income Tax fund allows more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

7b. Provide an efficiency measure.

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.

7c. Provide the number of clients/individuals served, if applicable.

	2010 (fy11)	2011 (FY12)	2012 (fy13)
Eligible library districts, per FY	164	163	164
Population of library districts	5,115,669	5,455,641	5,450,526
Materials circulated, per statistical report	54,046,193	54,194,171	54,366,156
	10.6	9.9	9.974

7d. Provide a customer satisfaction measure, if available.

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	100,000	0.00	800,000	0.00	800,000	0.00	0	0.00
TOTAL - TRF	100,000	0.00	800,000	0.00	800,000	0.00	0	0.00
TOTAL	**100,000**	**0.00**	**800,000**	**0.00**	**800,000**	**0.00**	**0**	**0.00**
Lib Networking Trsfr Increase - 1231006								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	0	0.00	2,650,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	2,650,000	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**2,650,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$100,000**	**0.00**	**$800,000**	**0.00**	**$3,450,000**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23727C
Division	Library Services		
Core -	Library Networking Fund Transfer		

1. CORE FINANCIAL SUMMARY

	FY 2015 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*

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

Other Funds:

	FY 2015 Governor's Recommendation			
	GR	**Fed**	**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*

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 transfered 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)

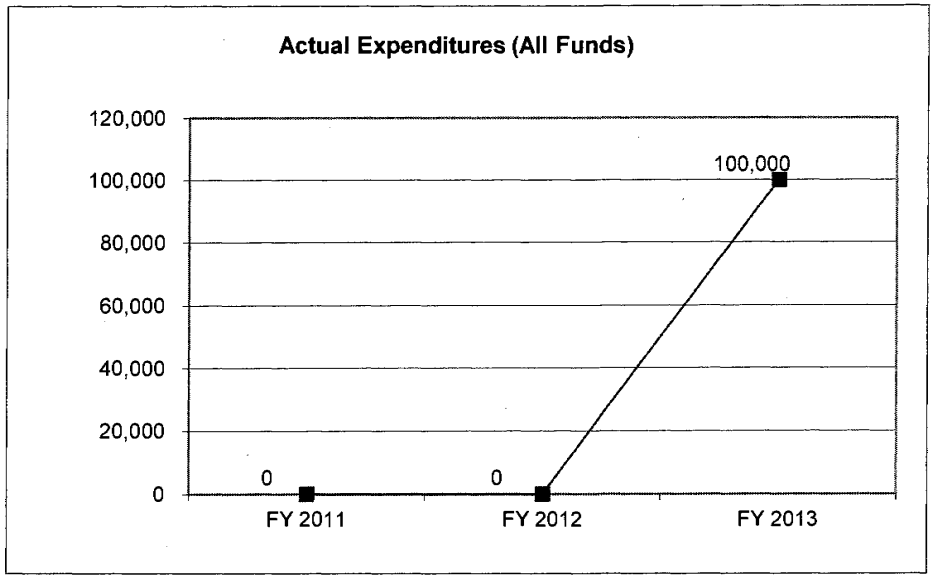
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	**Budget Unit**	23727C
Division	Library Services		
Core -	Library Networking Fund Transfer		

4. FINANCIAL HISTORY

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Current Yr.
Appropriation (All Funds)	0	0	100,000	800,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	100,000	N/A
Actual Expenditures (All Funds)	0	0	100,000	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 Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

New Decision requests, for 10% of estimated A & E tax collections, were not funded in FY11 and FY12. An NDI for $3,141,000 was requested in FY13. $100,000 was appropriated and, with interest accumulated, used to aid public libaries.

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 DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	100,000	0.00	800,000	0.00	800,000	0.00	0	0.00
TOTAL - TRF	100,000	0.00	800,000	0.00	800,000	0.00	0	0.00
GRAND TOTAL	$100,000	0.00	$800,000	0.00	$800,000	0.00	$0	0.00
GENERAL REVENUE	$100,000	0.00	$800,000	0.00	$800,000	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

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Library Networking Fund Transfer
Program is found in the following core budget(s): Library Networking Fund Transfer

1. 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.

2. 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 181.021 RSMo (State Library)

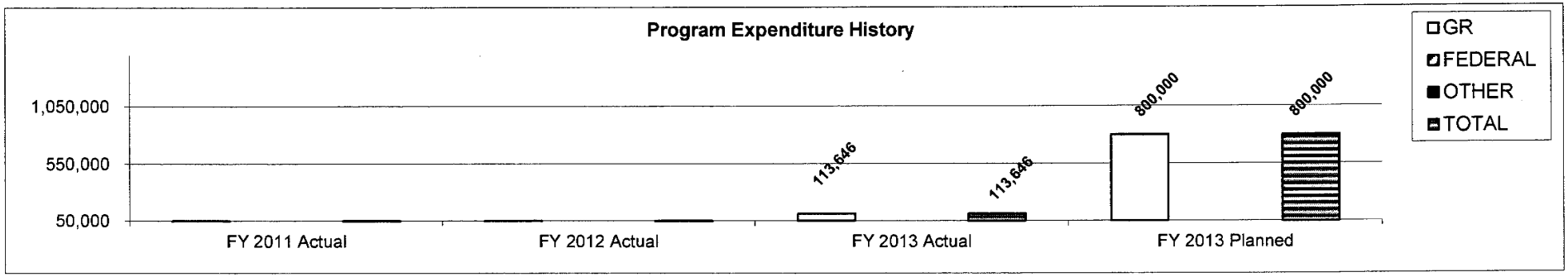
3. Are there federal matching requirements? If yes, please explain.

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
Program Name: Library Networking Fund Transfer
Program is found in the following core budget(s): Library Networking Fund Transfer
6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

The payments to public libraries from the Non-Resident Athletes and Entertainers Income Tax fund allows more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

7b. Provide an efficiency measure.

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.

7c. Provide the number of clients/individuals served, if applicable.

	2010	2011	2012
Eligible library districts	164	163	165
Population	5,115,669	5,455,641	5,450,526
Materials circulated	54,046,193	54,194,171	54,366,156
per capita	10.6	9.9	9.974

7d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM
RANK: 12 OF 14

Department: Missouri State Library		**Budget Unit**	3520
Division: Library Development			
DI Name: Library Networking Fund Increase	**DI# 1231005**		

1. AMOUNT OF REQUEST

	FY 2015 Budget Request				FY 2015 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	1,250,000	1,250,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**1,250,000**	**1,250,000**	**Total**	**0**	**0**	**0**	**0**
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.

Other Funds: Library Networking

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	X	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 accurate and reliable library materials to meet Missourian's research and information needs . In addition, gifts, grants, contributions, 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.

NEW DECISION ITEM
RANK: 12 OF 14

Department: Missouri State Library	Budget Unit 3520
Division: Library Development	
DI Name: Library Networking Fund Increase DI# 1231005	

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 Dept. 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 FY15 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers as reported by the Office of Administration.

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**
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions BOBC 800					1,250,000		1,250,000		
Total PSD	**0**		**0**		**1,250,000**		**1,250,000**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**1,250,000**	**0.0**	**1,250,000**	**0.0**	**0**

NEW DECISION ITEM
RANK: 12 OF 14

Department: Missouri State Library					Budget Unit 3520				
Division: Library Development									
DI Name: Library Networking Fund Increase		DI# 1231005							
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
							0		
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					0		0		
Total PSD	0		0		0		0		0
Transfers									
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: 12 OF 14

Department: Missouri State Library	**Budget Unit** 3520
Division: Library Development	
DI Name: Library Networking Fund Increase **DI# 1231005**	

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

6a. Provide an effectiveness measure.

Payments made to public libraries from the Non-Resident Athletes and Entertainers income Tax fund will allow more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

6b. Provide an efficiency measure.

Number of books and materials added to library collections based on average cost of $33 per item

	2010	2011	2012	2013	2014
Fund	$680,000	$0	$0	$100,000	$800,000
No. of books	20,606	0	0	3030 est.	24,242

6c. Provide the number of clients/individuals served, if applicable.

5,463,748 residents of Missouri's 164 library districts.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures are tracked and will be used in comparison with historical data to gauge collection growth and compliance with the Missouri Public Library Standards.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING FUND								
Library Networking Fund Inc - 1231005								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	1,250,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	1,250,000	0.00	0	0.00
GRAND TOTAL	$0	0.00	$0	0.00	$1,250,000	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	$1,250,000	0.00		0.00

NEW DECISION ITEM
RANK: 13 OF 14

Department: Missouri State Library	**Budget Unit** 23728C
Division: Library Development	
DI Name: Library Networking Fund Transfer Increase DI#:1231006	

1. AMOUNT OF REQUEST

	FY 2015 Budget Request					FY 2015 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	0	0	PSD	0	0	0	0
TRF	2,650,000	0	0	2,650,000	TRF	0	0	0	0
Total	**2,650,000**	**0**	**0**	**2,650,000**	Total	**0**	**0**	**0**	**0**
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.

Other Funds: Library Networking

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	X	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. In addition, gifts, grants, contributions, 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.

The increase requested is due to the increase in FY15 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

NEW DECISION ITEM
RANK: 13 OF 14

Department: Missouri State Library	**Budget Unit** 23728C
Division: Library Development	
DI Name: Library Networking Fund Transfer Increase DI#:1231006	

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 Dept. 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 due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

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**
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions BOBC 800					0		0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers	2,650,000				0		2,650,000		
Total TRF	**2,650,000**		**0**		**0**		**2,650,000**		**0**
Grand Total	**2,650,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**2,650,000**	**0.0**	**0**

NEW DECISION ITEM
RANK: 13 OF 14

Department: Missouri State Library					**Budget Unit** 23728C				
Division: Library Development									
DI Name: Library Networking Fund Transfer Increase DI#:1231006									
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**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
					0		0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers	0						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: 13 OF 14

Department: Missouri State Library	**Budget Unit** 23728C
Division: Library Development	
DI Name: Library Networking Fund Transfer Increase *DI#:1231006*	

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

6a. Provide an effectiveness measure.

Payments made to public libraries from the Non-Resident Athletes and Entertainers income Tax fund will allow more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

6b. Provide an efficiency measure.

Number of books and materials added and estimated to library collections based on average cost of $33 per item

	2010	2011	2012	2013	2014
Fund	$680,000	$0	$0	$100,000	$800,000
No. of books	20,606	0	0	3030 est.	24,242

6c. Provide the number of clients/individuals served, if applicable.

5,463,748 residents of Missouri's 164 library districts.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures are tracked and will be used in comparison with historical data to gauge collection growth and compliance with the Missouri Public Library Standards.

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2013 ACTUAL DOLLAR	FY 2013 ACTUAL FTE	FY 2014 BUDGET DOLLAR	FY 2014 BUDGET FTE	FY 2015 DEPT REQ DOLLAR	FY 2015 DEPT REQ FTE	********** SECURED COLUMN	********** SECURED COLUMN
LIBRARY NETWORKING-TRANSFER								
Lib Networking Trsfr Increase - 1231006								
TRANSFERS OUT	0	0.00	0	0.00	2,650,000	0.00	0	0.00
TOTAL - TRF	**0**	**0.00**	**0**	**0.00**	**2,650,000**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$2,650,000**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$2,650,000**	**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**

Supplemental

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	SUPPL DEPT REQUEST DOLLAR	SUPPL DEPT REQUEST FTE	********** SECURED COLUMN	********** SECURED COLUMN	********** SECURED COLUMN	********** SECURED COLUMN	SUPPL MONTHS FOR	SUPPL POSITION
HOUSE BILL 14								
Military Absentee Ballots - 2231001								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	100,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	100,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL	**100,000**	**0.00**	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$100,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

SUPPLEMENTAL NEW DECISION ITEM

Department: Office of the Secretary of State | **Budget Unit** _____

Division: Elections

DI Name: Military Absentee Ballots **DI#:223101**

Original FY 2014 House Bill Section, if applicable SB116
HCS SS SCS SB 116

1. AMOUNT OF REQUEST

FY 2014 Supplemental Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	100,000	0	0	100,000
FTE	0.00	0.00	0.00	0.00
POSITIONS	0	0	0	0
NUMBER OF MONTHS POSITIONS ARE NEEDED:				
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 2014 Supplemental Governor's Recommendation

	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
POSITIONS	0	0	0	0
NUMBER OF MONTHS POSITIONS ARE NEEDED:				
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. WHY IS THIS SUPPLEMENTAL FUNDING NEEDED? INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

SB 116, passed as 2013 legislation, requires certain military and other overseas voters be able to request absentee ballots, receive absentee ballots, and in some instances transmit marked absentee ballots electronically. SB116 requires the SOS develop electronic means of complying with the law. Specifically, certain military and overseas voters must be able to request absentee ballots, receive absentee ballots, and in some instances transmit marked absentee ballots electronically. SB116 is effective July 1, 2014. Due to the necessity for vendor engagement and preparation, a supplemental is requested.

The number of military voters requesting an absentee ballot in 2012 was 11,715, and the number is estimated to increase in future elections.

SUPPLEMENTAL NEW DECISION ITEM

Department: Office of the Secretary of State	**Budget Unit**
Division: Elections	
DI Name: Military Absentee Ballots **DI#:223101**	**Original FY 2014 House Bill Section, if applicable** **SB116** HCS SS SCS SB 116

3. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? How many positions do the requested FTE equal and for how many months do you need the supplemental funding? 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.)

The TAPF fiscal note prepared noted a need for $200,000. $100,000 is requested for this budget year's implementation, and $100,000 is requested as a New Decision Item in fiscal year 2015's budget.

4. 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	0.0	0
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		0
							0		0
							0		0
Professional Services	100,000						100,000		100,000
Total EE	**100,000**		**0**		**0**		**100,000**		**100,000**
Program Distributions							0		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers							0		0
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**100,000**	**0.0**	**0**	**0.0**	**0**	**0.0**	**100,000**	**0.0**	**100,000**

SUPPLEMENTAL NEW DECISION ITEM

Department: Office of the Secretary of State				**Budget Unit**					
Division: Elections									
DI Name: Military Absentee Ballots	**DI#:223101**			**Original FY 2014 House Bill Section, if applicable**			**SB116**		
							HCS SS SCS SB 116		
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	0.0	0
Total PS	**0**	**0.0**	**0**	**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		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers							0		0
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

SUPPLEMENTAL NEW DECISION ITEM

Department: Office of the Secretary of State	Budget Unit
Division: Elections	
DI Name: Military Absentee Ballots DI#:223101	Original FY 2014 House Bill Section, if applicable SB116 HCS SS SCS SB 116

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

5a. Provide an effectiveness measure.

5b. Provide an efficiency measure.

5c. Provide the number of clients/individuals served, if applicable.

In 2012, there were 11,715 military voters requesting absentee ballots.

5d. Provide a customer satisfaction measure, if available.

6. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	SUPPL DEPT REQUEST DOLLAR	SUPPL DEPT REQUEST FTE	********** SECURED COLUMN	********** SECURED COLUMN	********** SECURED COLUMN	********** SECURED COLUMN	SUPPL MONTHS FOR	SUPPL POSITION
SECRETARY OF STATE								
Military Absentee Ballots - 2231001								
PROFESSIONAL SERVICES	100,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	**100,000**	**0.00**	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$100,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$100,000**	**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**	**$0**	**0.00**		**0.00**