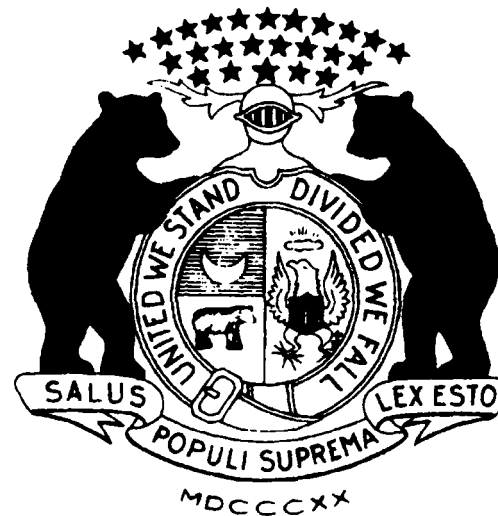


Fiscal Year 2020 Budget Request

Office of the Secretary of State



JOHN R. ASHCROFT
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, HR, and Facilities, Information Technology, Records Services, Securities, and State Library.

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

The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code and Safe at Home. 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 which helps protect survivors of sexual assault, rape, stalking, human trafficking, domestic violence, or other crimes by providing a substitute mailing address to use on new records they create with government agencies and the courts.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election authorities (county clerks or election boards). Missouri has more than four million registered voters, and in the 2016 November general election, 2.8 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the referendum or the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

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

The Information Technology Service Division is responsible for developing, maintaining, and monitoring the information systems within the Secretary of State's office to ensure information is functional, accessible, and secured for use by the Secretary of State's office, other state departments, counties and the general public.

The 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, 2012 to June 30, 2015	Audit	01/2016	http://app.auditor.mo.gov/Repository/Press/2016001519759.pdf
Office of the Secretary of State July 1, 2016 to January 9, 2017	Audit	06/2017	https://app.auditor.mo.gov/Repository/Press/2017057321581.pdf

OPERATING BUDGET

NEW DECISION ITEM

RANK: 2 OF 13

Department Secretary of State Budget Unit 23140C
 Division All Divisions
 DI Name Pay Plan - FY 2019 Cost to Continue DI# 0000013 HB Section 12.055

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E
	GR	Federal	Other	Total	
PS	72,436	4,480	17,801	94,717	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	72,436	4,480	17,801	94,717	

	FY 2020 Governor's Recommendation				E
	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

FTE 0.00 0.00 0.00 0.00

Est. Fringe	22,071	1,365	5,424	28,860
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

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

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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

The FY 2019 budget includes appropriation authority for a \$700 pay increase for employees making under \$70,000 and a 1% pay increase for employees making over \$70,000 beginning January 1, 2019. The remaining six months were unfunded, but the stated intent of the legislature was to provide the funding in FY 2020.

NEW DECISION ITEM

RANK: 2 OF 13

Department Secretary of State	Budget Unit 23140C
Division All Divisions	
DI Name Pay Plan - FY 2019 Cost to Continue DI# 000013	HB Section 12.055

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

The appropriated amount for the Fiscal Year 2019 pay plan was based on a \$700 pay increase for employees making under \$70,000 and a 1% pay increase for employees making over \$70,000 beginning January 1, 2019. The Fiscal Year 2020 requested amount is equivalent to the remaining six months in order to provide the core funding necessary for a full fiscal year.

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

Budget Object Class/Job Class	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	E
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
100 - Salaries and Wages	72,436		4,480		17,801		94,717	0.0		
Total PS	72,436	0.0	4,480	0.0	17,801	0.0	94,717	0.0	0	
Grand Total	72,436	0.0	4,480	0.0	17,801	0.0	94,717	0.0	0	

Budget Object Class/Job Class	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	Gov Rec	E
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
100-Salaries and Wages							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	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
Pay Plan FY19-Cost to Continue - 0000013								
ADMINISTRATIVE ASSISTANT	0	0.00	0	0.00	263	0.00	0	0.00
REGIONAL VOTER ID REP	0	0.00	0	0.00	700	0.00	0	0.00
EDITOR IN CHIEF	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF PUBLICATIONS	0	0.00	0	0.00	350	0.00	0	0.00
LOCAL RECORDS DIRECTOR	0	0.00	0	0.00	350	0.00	0	0.00
COMMISSIONER OF SECURITIES	0	0.00	0	0.00	491	0.00	0	0.00
DIRECTOR OF BUS SERVICES	0	0.00	0	0.00	393	0.00	0	0.00
RECORDS MANAGEMENT DIRECTOR	0	0.00	0	0.00	351	0.00	0	0.00
LEAD SENIOR OFFICE SUPP ASST	0	0.00	0	0.00	350	0.00	0	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	350	0.00	0	0.00
SPECIAL ASST TO THE SECRETARY	0	0.00	0	0.00	401	0.00	0	0.00
EDITOR	0	0.00	0	0.00	350	0.00	0	0.00
DR OF REC SRV AND ST ARCHIVIST	0	0.00	0	0.00	456	0.00	0	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	0	0.00	351	0.00	0	0.00
RECORDS ANALYST	0	0.00	0	0.00	350	0.00	0	0.00
OUTREACH VOTER ID SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF INFORMATION TECH	0	0.00	0	0.00	398	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	350	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	350	0.00	0	0.00
PUBLICATIONS SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
INVESTIGATOR III	0	0.00	0	0.00	1,050	0.00	0	0.00
COMPUTER INFO TECH II	0	0.00	0	0.00	700	0.00	0	0.00
COMPUTER INFO TECH III	0	0.00	0	0.00	700	0.00	0	0.00
ARCHIVIST	0	0.00	0	0.00	5,772	0.00	0	0.00
ELECTRONIC RECORDS ARCHIVIST	0	0.00	0	0.00	1,400	0.00	0	0.00
PART-TIME OTHER	0	0.00	0	0.00	879	0.00	0	0.00
RECORDS CENTER SUPERVISOR	0	0.00	0	0.00	350	0.00	0	0.00
OFFICE SUPPORT TECHNICIAN	0	0.00	0	0.00	350	0.00	0	0.00
HUMAN RESOURCES MANAGER	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR-FIELD OPERATIONS	0	0.00	0	0.00	1,050	0.00	0	0.00
GRANT OFFICER	0	0.00	0	0.00	350	0.00	0	0.00
COMPLIANCE EXAMINER	0	0.00	0	0.00	1,050	0.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
Pay Plan FY19-Cost to Continue - 0000013								
LIBRARIAN II	0	0.00	0	0.00	1,400	0.00	0	0.00
STATE LIBRARIAN	0	0.00	0	0.00	400	0.00	0	0.00
READER ADVISOR	0	0.00	0	0.00	2,100	0.00	0	0.00
SENIOR REFERENCE ARCHIVIST	0	0.00	0	0.00	350	0.00	0	0.00
CLERK I	0	0.00	0	0.00	1,750	0.00	0	0.00
CIRCULATION PROCESSING ASST	0	0.00	0	0.00	2,380	0.00	0	0.00
PT OTHER-RESEARCH ANALYST I	0	0.00	0	0.00	350	0.00	0	0.00
SENIOR CONSERVATOR	0	0.00	0	0.00	350	0.00	0	0.00
CONSERVATOR	0	0.00	0	0.00	1,050	0.00	0	0.00
SECURITIES REG SPECIALIST	0	0.00	0	0.00	700	0.00	0	0.00
INVESTOR ED SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
INVESTIGATOR I	0	0.00	0	0.00	350	0.00	0	0.00
INVESTIGATOR II	0	0.00	0	0.00	700	0.00	0	0.00
SECURITIES COUNSEL	0	0.00	0	0.00	350	0.00	0	0.00
LIBRARIAN	0	0.00	0	0.00	350	0.00	0	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	2,100	0.00	0	0.00
DIRECTOR LIBRARY DEV	0	0.00	0	0.00	350	0.00	0	0.00
LIBRARY CONSULTANT	0	0.00	0	0.00	1,750	0.00	0	0.00
DIRECTOR REF SERVICES	0	0.00	0	0.00	350	0.00	0	0.00
TECHNOLOGY SUPERVISOR	0	0.00	0	0.00	350	0.00	0	0.00
ADMINISTRATIVE AIDE II	0	0.00	0	0.00	350	0.00	0	0.00
ADMINISTRATIVE AIDE III	0	0.00	0	0.00	1,400	0.00	0	0.00
DEP DIRECTOR FOR PUBLIC SRVCS	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR-WOLFNER LIBRARY	0	0.00	0	0.00	350	0.00	0	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	350	0.00	0	0.00
COMP INFO TECH IV	0	0.00	0	0.00	700	0.00	0	0.00
SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
SUPERVISOR III	0	0.00	0	0.00	350	0.00	0	0.00
TECH I	0	0.00	0	0.00	350	0.00	0	0.00
TECH II	0	0.00	0	0.00	14,088	0.00	0	0.00
TECH III	0	0.00	0	0.00	9,454	0.00	0	0.00
MANAGING EDITOR	0	0.00	0	0.00	350	0.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
Pay Plan FY19-Cost to Continue - 0000013								
ACCOUNTANT I	0	0.00	0	0.00	350	0.00	0	0.00
SUPERVISOR IV	0	0.00	0	0.00	1,400	0.00	0	0.00
ASSOCIATE EDITOR	0	0.00	0	0.00	350	0.00	0	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	350	0.00	0	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	350	0.00	0	0.00
TECH IV	0	0.00	0	0.00	1,750	0.00	0	0.00
SPECIAL COUNSEL	0	0.00	0	0.00	350	0.00	0	0.00
RESEARCH ANALYST I	0	0.00	0	0.00	2,100	0.00	0	0.00
SECURITIES OFFICE MANAGER	0	0.00	0	0.00	350	0.00	0	0.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	350	0.00	0	0.00
RECEPTIONIST II	0	0.00	0	0.00	350	0.00	0	0.00
GRAPHIC ARTS SPECIALIST II	0	0.00	0	0.00	350	0.00	0	0.00
GRAPHIC ARTS SPECIALIST I	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF INV PRO & ED	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF ENFORCEMENT	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF EXAMINATIONS	0	0.00	0	0.00	364	0.00	0	0.00
DEP DIR OF BUSINESS SERVICES	0	0.00	0	0.00	350	0.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	0	0.00	0	0.00	350	0.00	0	0.00
LEGAL COUNSEL	0	0.00	0	0.00	700	0.00	0	0.00
SECURITIES SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
CHIEF COUNSEL	0	0.00	0	0.00	350	0.00	0	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	0	0.00	0	0.00	350	0.00	0	0.00
HISTORICAL EDUCATOR	0	0.00	0	0.00	350	0.00	0	0.00
SUPERVISING ARCHIVIST	0	0.00	0	0.00	350	0.00	0	0.00
ELECTIONS SPECIALIST	0	0.00	0	0.00	1,400	0.00	0	0.00
MCVR ADMINISTRATOR	0	0.00	0	0.00	350	0.00	0	0.00
COMMUNICATIONS COORDINATOR	0	0.00	0	0.00	350	0.00	0	0.00
COMPUTER INFO TECH MANAGER I	0	0.00	0	0.00	350	0.00	0	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	350	0.00	0	0.00
PROGRAM MANAGER	0	0.00	0	0.00	350	0.00	0	0.00
IMAGING SERVICES MANAGER	0	0.00	0	0.00	350	0.00	0	0.00
ACCOUNTING ANALYST II	0	0.00	0	0.00	700	0.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
Pay Plan FY19-Cost to Continue - 0000013								
PROGRAM SPECIALIST	0	0.00	0	0.00	350	0.00	0	0.00
PARALEGAL	0	0.00	0	0.00	350	0.00	0	0.00
SECURITIES ENFORCEMENT COUNSEL	0	0.00	0	0.00	1,925	0.00	0	0.00
ELECTIONS SUPPORT ASSISTANT	0	0.00	0	0.00	350	0.00	0	0.00
SENIOR COMPLIANCE EXAMINER	0	0.00	0	0.00	350	0.00	0	0.00
MANAGER OF VULNERABLE CITIZENS	0	0.00	0	0.00	350	0.00	0	0.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	700	0.00	0	0.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	350	0.00	0	0.00
DIR OF FISCAL/HR/FACILITIES	0	0.00	0	0.00	401	0.00	0	0.00
COMMUNICATIONS ASST	0	0.00	0	0.00	350	0.00	0	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	0	0.00	0	0.00	350	0.00	0	0.00
SECURITIES OFFICE MANAGER	0	0.00	0	0.00	350	0.00	0	0.00
DIRECTOR OF ELECTIONS	0	0.00	0	0.00	700	0.00	0	0.00
PROCUREMENT OFFICER II	0	0.00	0	0.00	350	0.00	0	0.00
DEPUTY GENERAL COUNSEL	0	0.00	0	0.00	351	0.00	0	0.00
LEGISLATIVE LIAISON	0	0.00	0	0.00	350	0.00	0	0.00
GENERAL COUNSEL	0	0.00	0	0.00	486	0.00	0	0.00
DIR OF GOV AFFAIRS/POLICY	0	0.00	0	0.00	350	0.00	0	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	0	0.00	0	0.00	513	0.00	0	0.00
DIR OF COMM & PUBLICATIONS	0	0.00	0	0.00	350	0.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	94,717	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$94,717	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$72,436	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$4,480	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$17,801	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
SECRETARY OF STATE									
CORE									
PERSONAL SERVICES									
GENERAL REVENUE	7,597,038	190.83	7,675,948	205.76	7,675,948	205.76	0	0.00	
ELECTION ADMIN IMPROVEMENT	95,947	2.29	280,813	6.00	280,813	6.00	0	0.00	
SEC OF STATE-FEDERAL FUNDS	166,788	5.12	256,446	6.80	256,446	6.80	0	0.00	
SEC OF ST TECHNOLOGY TRUST	195,320	3.22	378,817	8.00	378,817	8.00	0	0.00	
LOCAL RECORDS PRESERVATION	490,274	11.65	1,038,901	25.24	1,038,901	25.24	0	0.00	
INVESTOR EDUC & PROTECTION	273,925	5.01	801,381	17.50	801,381	17.50	0	0.00	
TOTAL - PS	8,819,292	218.12	10,432,306	269.30	10,432,306	269.30	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	2,807,578	0.00	1,580,225	0.00	1,580,225	0.00	0	0.00	
SEC OF STATE-FEDERAL FUNDS	54,691	0.00	227,574	0.00	227,574	0.00	0	0.00	
SEC OF ST TECHNOLOGY TRUST	2,415,589	0.00	3,161,180	0.00	3,161,180	0.00	0	0.00	
LOCAL RECORDS PRESERVATION	35,622	0.00	319,969	0.00	319,969	0.00	0	0.00	
INVESTOR EDUC & PROTECTION	327,182	0.00	947,964	0.00	947,964	0.00	0	0.00	
SEC OF ST-WOLFNER LIBRARY	29,907	0.00	84,500	0.00	30,000	0.00	0	0.00	
TOTAL - EE	5,670,569	0.00	6,321,412	0.00	6,266,912	0.00	0	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	43,939	0.00	45,001	0.00	45,001	0.00	0	0.00	
TOTAL - PD	43,939	0.00	45,001	0.00	45,001	0.00	0	0.00	
TOTAL	14,533,800	218.12	16,798,719	269.30	16,744,219	269.30	0	0.00	
Pay Plan FY19-Cost to Continue - 0000013									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	72,436	0.00	0	0.00	
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	2,100	0.00	0	0.00	
SEC OF STATE-FEDERAL FUNDS	0	0.00	0	0.00	2,380	0.00	0	0.00	
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	2,800	0.00	0	0.00	
LOCAL RECORDS PRESERVATION	0	0.00	0	0.00	8,862	0.00	0	0.00	

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SECRETARY OF STATE								
Pay Plan FY19-Cost to Continue - 0000013								
PERSONAL SERVICES								
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	6,139	0.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	94,717	0.00	0	0.00
TOTAL	0	0.00	0	0.00	94,717	0.00	0	0.00
GRAND TOTAL	\$14,533,800	218.12	\$16,798,719	269.30	\$16,838,936	269.30	\$0	0.00

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	7,675,948	537,259	2,219,099	10,432,306	PS	0	0	0	0
EE	1,580,225	227,574	4,459,113	6,266,912	EE	0	0	0	0
PSD	45,001	0	0	45,001	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	9,301,174	764,833	6,678,212	16,744,219	Total	0	0	0	0
FTE	205.76	12.80	50.74	269.30	FTE	0.00	0.00	0.00	0.00

Est. Fringe	4,933,906	325,136	1,316,092	6,575,135
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: Technology Trust Fund (0266) - 28.160 RSMo
 Local Records (0577) - 59.319 RSMo
 Investor Education & Protection (0829) - 409.006.601 RSMo
 Wolfner Library Trust Fund (0928) -181.150 RSMo

Other Funds:

2. CORE DESCRIPTION

This core represents all operating expenses for the Secretary of State of the of nine separate divisions: Administrative Services, Executive Services, Elections, Record Services, Administrative Rules, Securities, Business Services, Information Technology Services, and Library Services.

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

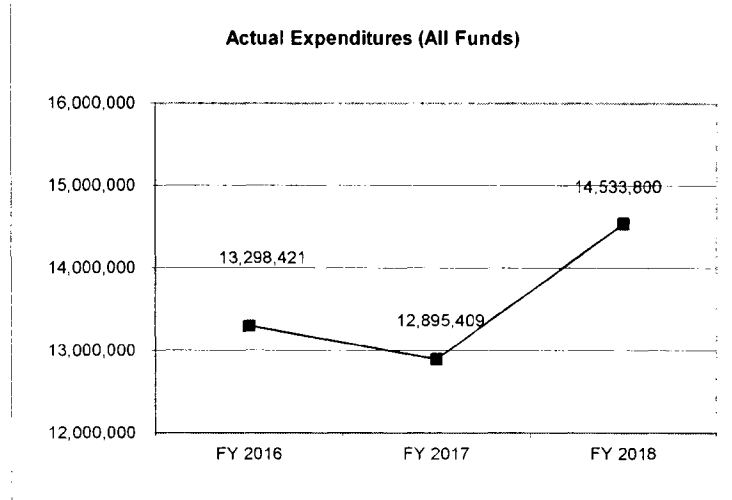
Administrative Services - Fiscal, Central Services, Human Resources, and Publications
 Executive Services - Executive, Legal Staff, and Communications
 Elections
 Record Services - Archives, Records Management, and Local Records
 Administrative Rules
 Securities
 Business Services
 Information Technology Services
 Library Services - Administration, Library Reference, Library Development, and Wolfner

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	15,587,195	15,649,502	19,399,502	16,798,719
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,587,195	15,649,502	19,399,502	N/A
Actual Expenditures (All Funds)	13,298,421	12,895,409	14,533,800	N/A
Unexpended (All Funds)	2,288,774	2,754,093	4,865,702	N/A
Unexpended, by Fund:				
General Revenue	47,175	189,492	30,183	N/A
Federal	236,869	409,456	1,942,927	N/A
Other	2,004,730	2,155,145	2,892,592	N/A



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

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

NOTES:

FY16 to FY17 appropriation was decreased by \$83,283 in E & E, and increased in PS by \$145,590.

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

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

The FY20 request includes a core reduction request of \$54,500. This reduction was for a one-time NDI received in FY19 for Wolfner Trust Fund.

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	269.30	7,675,948	537,259	2,219,099	10,432,306	
	EE	0.00	1,580,225	227,574	4,513,613	6,321,412	
	PD	0.00	45,001	0	0	45,001	
	Total	269.30	9,301,174	764,833	6,732,712	16,798,719	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	37 4195 EE	0.00	0	0	(54,500)	(54,500)	
	NET DEPARTMENT CHANGES	0.00	0	0	(54,500)	(54,500)	
DEPARTMENT CORE REQUEST							
	PS	269.30	7,675,948	537,259	2,219,099	10,432,306	
	EE	0.00	1,580,225	227,574	4,459,113	6,266,912	
	PD	0.00	45,001	0	0	45,001	
	Total	269.30	9,301,174	764,833	6,678,212	16,744,219	
GOVERNOR'S RECOMMENDED CORE							
	PS	269.30	7,675,948	537,259	2,219,099	10,432,306	
	EE	0.00	1,580,225	227,574	4,459,113	6,266,912	
	PD	0.00	45,001	0	0	45,001	
	Total	269.30	9,301,174	764,833	6,678,212	16,744,219	

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	\$ 7,675,948
100%	Fund	0101	0077	Expense and Equipment	1,625,226
100%	Fund	0157	4490	Personal Service	280,813
100%	Fund	0195	4193	Personal Service	256,446
100%	Fund	0195	4194	Expense and Equipment	227,574
100%	Fund	0266	2221	Personal Service	378,817
100%	Fund	0266	2222	Expense and Equipment	3,161,180
100%	Fund	0577	9491	Personal Service	1,038,901
100%	Fund	0577	9492	Expense and Equipment	319,969
100%	Fund	0829	5532	Personal Service	801,381
100%	Fund	0829	5533	Expense and Equipment	947,964
100%	Fund	0928	4195	Expense and Equipment	30,000
				Total	<u>\$16,744,219</u>

DEPARTMENT REQUEST

Section	PS or EE	Core	% Flex Requested	Flex Request Amount
HB 12.055	PS	\$10,432,306	100%	\$10,432,306
HB 12.055	E & E	\$6,311,913	100%	\$6,311,913
	Total			<u>\$16,744,219</u>

FLEXIBILITY REQUEST FORM

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

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

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

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

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
The flexibility option was not used in Fiscal Year 2018.	Unknown at this time

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	0	0.00
ADMINISTRATIVE ASSISTANT	19,406	0.72	20,664	0.75	20,664	0.75	0	0.00
REGIONAL VOTER ID REP	6,875	0.21	71,686	2.00	71,686	2.00	0	0.00
EDITOR IN CHIEF	54,360	1.00	55,378	1.00	55,378	1.00	0	0.00
DIRECTOR OF PUBLICATIONS	53,208	1.00	53,390	1.00	55,890	1.00	0	0.00
ACT ASST STATE LIBRARIAN	55,930	0.77	0	0.00	0	0.00	0	0.00
LOCAL RECORDS DIRECTOR	61,320	1.00	62,045	1.00	62,045	1.00	0	0.00
COMMISSIONER OF SECURITIES	98,124	1.00	98,615	1.00	98,615	1.00	0	0.00
DIRECTOR OF BUS SERVICES	75,584	1.00	78,813	1.00	82,813	1.00	0	0.00
RECORDS MANAGEMENT DIRECTOR	52,116	1.00	56,890	1.00	56,890	1.00	0	0.00
LEAD SENIOR OFFICE SUPP ASST	31,032	1.00	31,382	1.00	31,382	1.00	0	0.00
EXECUTIVE SECRETARY	56,652	1.00	57,002	1.00	57,002	1.00	0	0.00
SPECIAL ASST TO THE SECRETARY	0	0.00	0	0.00	37,069	1.00	0	0.00
EDITOR	34,938	1.00	35,476	1.00	35,476	1.00	0	0.00
DR OF REC SRV AND ST ARCHIVIST	91,128	1.00	91,584	1.00	91,584	1.00	0	0.00
ASSISTANT STATE ARCHIVIST	58,897	1.00	59,254	1.00	59,254	1.00	0	0.00
RECORDS ANALYST	0	0.00	0	0.00	40,057	1.00	0	0.00
VOTER ID REP/OFFICE OUTREACH	53,899	1.54	0	0.00	0	0.00	0	0.00
OUTREACH VOTER ID SPECIALIST	27,563	0.88	31,850	1.00	31,850	1.00	0	0.00
DIRECTOR OF INFORMATION TECH	79,970	1.00	79,823	1.00	85,823	1.00	0	0.00
PROJECT TECHNICIAN	4,060	0.17	0	0.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	26,340	1.00	26,690	1.00	26,690	1.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	40,200	1.37	29,366	1.00	29,366	1.00	0	0.00
PUBLICATIONS SPECIALIST	35,526	1.00	36,126	1.00	36,126	1.00	0	0.00
INVESTIGATOR III	81,454	2.03	81,068	2.00	125,144	3.00	0	0.00
COMPUTER INFO TECH II	40,423	0.96	134,795	4.00	42,337	2.00	0	0.00
COMPUTER INFO TECH III	122,275	2.60	93,748	2.00	93,520	2.00	0	0.00
ARCHIVIST	522,539	13.38	652,247	16.49	652,247	16.49	0	0.00
ELECTRONIC RECORDS ARCHIVIST	120,779	3.04	204,941	5.00	164,884	4.00	0	0.00
LEGAL ASSISTANT	17,787	0.46	39,158	1.00	0	0.00	0	0.00
PART-TIME OTHER	71,891	2.93	57,943	2.50	57,943	2.50	0	0.00
RECORDS CENTER SUPERVISOR	36,924	1.00	42,998	1.00	42,998	1.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
OFFICE SUPPORT TECHNICIAN	7,441	0.29	0	0.00	15,000	0.50	0	0.00
HUMAN RESOURCES MANAGER	49,889	1.00	49,526	1.00	49,526	1.00	0	0.00
DIRECTOR-FIELD OPERATIONS	118,405	2.43	146,262	3.00	146,262	3.00	0	0.00
GRANT OFFICER	37,973	0.84	44,071	1.00	44,071	1.00	0	0.00
COMPLIANCE EXAMINER	69,426	1.87	126,612	3.00	126,612	3.00	0	0.00
LIBRARIAN II	152,180	3.78	162,732	4.00	162,732	4.00	0	0.00
INVESTIGATOR IV	51,343	1.13	88,153	2.00	0	0.00	0	0.00
STATE LIBRARIAN	28,918	0.34	80,400	1.00	80,400	1.00	0	0.00
READER ADVISOR	178,165	6.00	211,812	6.00	211,812	6.00	0	0.00
SENIOR REFERENCE ARCHIVIST	42,780	1.00	43,129	1.00	43,129	1.00	0	0.00
CLERK I	96,221	3.82	137,998	5.00	137,998	5.00	0	0.00
CIRCULATION PROCESSING ASST	165,127	6.38	183,571	6.80	183,571	6.80	0	0.00
PT OTHER-RESEARCH ANALYST I	9,368	0.40	13,207	1.00	13,207	1.00	0	0.00
SENIOR CONSERVATOR	2,621	0.06	46,418	1.00	46,418	1.00	0	0.00
CONSERVATOR	108,216	2.75	118,680	3.00	118,680	3.00	0	0.00
DIRECTOR CORPORATIONS/PROJ MGR	0	0.00	54,430	1.00	34,430	0.50	0	0.00
SECURITIES REG SPECIALIST	0	0.00	0	0.00	70,276	2.00	0	0.00
INVESTOR ED SPECIALIST	16,885	0.46	0	0.00	37,274	1.00	0	0.00
INVESTIGATOR I	34,375	0.92	34,694	1.00	34,694	1.00	0	0.00
INVESTIGATOR II	4,387	0.11	38,582	1.00	82,659	2.00	0	0.00
SECURITIES COUNSEL	51,600	0.84	61,670	1.00	61,670	1.00	0	0.00
LICENSING ASSISTANT	0	0.00	33,038	1.00	0	0.00	0	0.00
LIBRARIAN	38,304	1.00	38,654	1.00	38,654	1.00	0	0.00
COMPUTER INFO TECH SPEC I	393,511	6.50	429,174	7.00	366,508	6.00	0	0.00
DIRECTOR LIBRARY DEV	14,336	0.23	62,906	1.00	62,906	1.00	0	0.00
LIBRARY CONSULTANT	203,807	4.68	219,550	5.00	219,550	5.00	0	0.00
DIRECTOR REF SERVICES	54,048	1.00	54,626	1.00	54,626	1.00	0	0.00
TECHNOLOGY SUPERVISOR	41,745	0.96	43,910	1.00	43,910	1.00	0	0.00
ADMINISTRATIVE AIDE II	56,038	1.93	59,045	2.00	29,674	1.00	0	0.00
ADMINISTRATIVE AIDE III	125,976	4.00	126,344	4.00	126,344	4.00	0	0.00
DEP DIRECTOR FOR PUBLIC SRVCS	46,992	1.00	47,345	1.00	47,345	1.00	0	0.00
DIRECTOR-WOLFNER LIBRARY	55,956	1.00	56,311	1.00	56,311	1.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
COMPUTER INFO TECH I	22,114	0.53	0	0.00	47,756	1.00	0	0.00
COMP INFO TECH IV	58,896	1.00	59,246	1.00	104,176	2.00	0	0.00
SPECIALIST	75,300	2.04	77,296	2.00	40,058	1.00	0	0.00
SUPERVISOR II	1,460	0.04	0	0.00	0	0.00	0	0.00
SUPERVISOR III	35,386	0.96	36,286	1.00	36,286	1.00	0	0.00
TECH I	26,340	1.00	27,647	1.00	29,371	1.00	0	0.00
TECH II	615,350	22.20	918,132	39.25	949,779	40.25	0	0.00
TECH III	583,167	19.73	804,615	30.01	713,612	27.01	0	0.00
MANAGING EDITOR	40,008	1.00	41,002	1.00	41,002	1.00	0	0.00
ACCOUNTANT I	33,276	1.00	33,631	1.00	33,631	1.00	0	0.00
SUPERVISOR IV	150,377	3.91	159,852	4.00	159,852	4.00	0	0.00
ASSOCIATE EDITOR	33,858	1.00	35,038	1.00	35,038	1.00	0	0.00
COMPUTER INFO TECH TRAINEE	26,985	0.95	32,766	1.00	32,766	1.00	0	0.00
COMPUTER INFO TECH SPEC II	33,168	0.50	0	0.00	62,666	1.00	0	0.00
TECH IV	111,027	3.37	69,028	2.00	160,031	5.00	0	0.00
SPECIAL COUNSEL	0	0.00	62,162	1.00	62,162	1.00	0	0.00
RESEARCH ANALYST I	160,740	5.00	207,608	6.00	213,608	6.00	0	0.00
SECURITIES OFFICE MANAGER	53,004	1.00	53,354	1.00	53,354	1.00	0	0.00
SENIOR RECORDS ANALYST	40,380	1.00	40,730	1.00	40,730	1.00	0	0.00
COMMUNICATIONS DIRECTOR	0	0.00	68,461	1.00	0	0.00	0	0.00
RECEPTIONIST II	35,640	1.00	35,993	1.00	35,993	1.00	0	0.00
GRAPHIC ARTS SPECIALIST II	36,276	1.00	36,626	1.00	36,626	1.00	0	0.00
GRAPHIC ARTS SPECIALIST I	30,689	1.00	31,958	1.00	34,958	1.00	0	0.00
DIRECTOR OF INV PRO & ED	44,322	1.00	43,058	1.00	43,058	1.00	0	0.00
DIRECTOR OF ENFORCEMENT	43,985	0.64	68,763	1.00	68,763	1.00	0	0.00
DIRECTOR OF EXAMINATIONS	0	0.00	73,000	1.00	73,000	1.00	0	0.00
DEP DIR OF BUSINESS SERVICES	60,000	1.00	60,944	1.00	60,944	1.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	39,708	1.00	40,057	1.00	40,057	1.00	0	0.00
LEGAL COUNSEL	83,772	1.83	92,879	2.00	92,879	2.00	0	0.00
SECURITIES SPECIALIST	32,004	1.00	32,162	1.00	32,162	1.00	0	0.00
CHIEF COUNSEL	70,770	0.97	66,350	1.00	66,350	1.00	0	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	50,112	1.00	50,461	1.00	50,461	1.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
HISTORICAL EDUCATOR	28,893	0.75	38,654	1.00	38,654	1.00	0	0.00
SUPERVISING ARCHIVIST	42,000	1.00	42,542	1.00	42,542	1.00	0	0.00
ELECTIONS SPECIALIST	147,653	3.92	153,482	4.00	153,482	4.00	0	0.00
MCVR ADMINISTRATOR	45,708	1.00	46,054	1.00	46,054	1.00	0	0.00
COMMUNICATIONS COORDINATOR	2,918	0.08	0	0.00	35,678	1.00	0	0.00
COMPUTER INFO TECH MANAGER I	42,500	0.71	60,350	1.00	60,350	1.00	0	0.00
ACCOUNTING SPECIALIST II	45,342	1.00	45,767	1.00	45,767	1.00	0	0.00
PROGRAM MANAGER	54,276	1.00	54,626	1.00	54,626	1.00	0	0.00
IMAGING SERVICES MANAGER	42,780	1.00	43,129	1.00	43,129	1.00	0	0.00
COMMUNICATION/PUBLICATION ASST	12,340	0.42	31,958	1.00	0	0.00	0	0.00
ACCOUNTING ANALYST II	86,376	2.00	87,076	2.00	87,076	2.00	0	0.00
PROGRAM SPECIALIST	30,576	1.00	30,926	1.00	30,926	1.00	0	0.00
PARALEGAL	40,789	1.06	37,274	1.00	39,158	1.00	0	0.00
SECURITIES ENFORCEMENT COUNSEL	68,440	1.30	159,991	5.50	159,991	5.50	0	0.00
ELECTIONS SUPPORT ASSISTANT	34,800	1.00	35,145	1.00	35,145	1.00	0	0.00
SENIOR COMPLIANCE EXAMINER	44,049	1.01	44,659	1.00	44,659	1.00	0	0.00
MANAGER OF VULNERABLE CITIZENS	51,630	1.00	51,980	1.00	51,980	1.00	0	0.00
CENTRAL SERVICES TECHNICIAN	66,240	2.00	66,943	2.00	66,943	2.00	0	0.00
CENTRAL SERVICES SUPERVISOR	40,572	1.00	40,926	1.00	40,926	1.00	0	0.00
DIR OF FISCAL/HR/FACILITIES	80,016	1.00	80,417	1.00	80,417	1.00	0	0.00
COMMUNICATIONS ASST	26,888	0.88	30,678	1.00	33,958	1.00	0	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	39,708	1.00	40,946	1.00	40,946	1.00	0	0.00
PERSONNEL ANALYST	31,742	0.88	41,690	1.00	0	0.00	0	0.00
SECURITIES OFFICE MANAGER	4,760	0.13	0	0.00	41,690	1.00	0	0.00
DIRECTOR OF ELECTIONS	124,020	2.00	125,905	2.00	125,905	2.00	0	0.00
SENIOR LEGAL COUNSEL	32,084	0.46	70,353	1.00	0	0.00	0	0.00
PROCUREMENT OFFICER II	41,944	1.00	40,798	1.00	40,798	1.00	0	0.00
DEPUTY GENERAL COUNSEL	40,625	0.54	0	0.00	76,353	1.00	0	0.00
LEGISLATIVE LIAISON	37,626	0.99	38,354	1.00	38,354	1.00	0	0.00
GENERAL COUNSEL	97,202	1.00	97,488	1.00	97,488	1.00	0	0.00
DIR OF GOV AFFAIRS/POLICY	47,421	1.00	47,952	1.00	52,952	1.00	0	0.00
EXEC DEPUTY SOS/CHIEF OF STAFF	100,002	1.00	103,041	1.00	103,041	1.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
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								
DEPUTY CHIEF OF STAFF	76,974	0.96	80,569	1.00	0	0.00	0	0.00
DIR OF COMM & PUBLICATIONS	67,775	1.00	0	0.00	73,461	1.00	0	0.00
INTERIM LEAD	19,530	0.58	0	0.00	0	0.00	0	0.00
TOTAL - PS	8,819,292	218.12	10,432,306	269.30	10,432,306	269.30	0	0.00
TRAVEL, IN-STATE	47,969	0.00	104,154	0.00	104,154	0.00	0	0.00
TRAVEL, OUT-OF-STATE	23,394	0.00	26,834	0.00	26,834	0.00	0	0.00
FUEL & UTILITIES	0	0.00	5	0.00	5	0.00	0	0.00
SUPPLIES	638,150	0.00	993,729	0.00	993,729	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	69,455	0.00	140,790	0.00	140,790	0.00	0	0.00
COMMUNICATION SERV & SUPP	110,935	0.00	265,223	0.00	265,223	0.00	0	0.00
PROFESSIONAL SERVICES	2,466,093	0.00	1,122,321	0.00	1,067,821	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	4,900	0.00	3,875	0.00	3,875	0.00	0	0.00
M&R SERVICES	831,951	0.00	2,172,081	0.00	2,172,081	0.00	0	0.00
COMPUTER EQUIPMENT	1,251,938	0.00	985,311	0.00	985,311	0.00	0	0.00
MOTORIZED EQUIPMENT	16,751	0.00	47,436	0.00	47,436	0.00	0	0.00
OFFICE EQUIPMENT	110,614	0.00	107,515	0.00	107,515	0.00	0	0.00
OTHER EQUIPMENT	70,676	0.00	144,859	0.00	144,859	0.00	0	0.00
PROPERTY & IMPROVEMENTS	5,545	0.00	58,024	0.00	58,024	0.00	0	0.00
BUILDING LEASE PAYMENTS	14,951	0.00	70,342	0.00	70,342	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	3,535	0.00	48,851	0.00	48,851	0.00	0	0.00
MISCELLANEOUS EXPENSES	3,712	0.00	30,062	0.00	30,062	0.00	0	0.00
TOTAL - EE	5,670,569	0.00	6,321,412	0.00	6,266,912	0.00	0	0.00
PROGRAM DISTRIBUTIONS	43,939	0.00	45,001	0.00	45,001	0.00	0	0.00
TOTAL - PD	43,939	0.00	45,001	0.00	45,001	0.00	0	0.00
GRAND TOTAL	\$14,533,800	218.12	\$16,798,719	269.30	\$16,744,219	269.30	\$0	0.00
GENERAL REVENUE	\$10,448,555	190.83	\$9,301,174	205.76	\$9,301,174	205.76		0.00
FEDERAL FUNDS	\$317,426	7.41	\$764,833	12.80	\$764,833	12.80		0.00
OTHER FUNDS	\$3,767,819	19.88	\$6,732,712	50.74	\$6,678,212	50.74		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Administrative Services

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

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

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

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

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

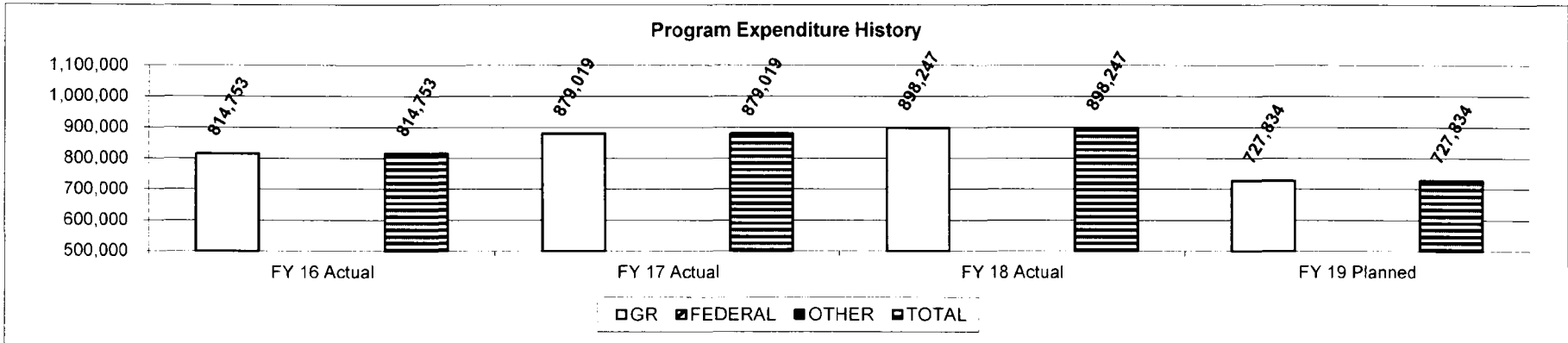
Program Name Administrative Services

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

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

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

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



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

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Executive Services

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

1a. What strategic priority does this program address?

1b. 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 production coordination of the various divisions. The Executive Staff included in this request are responsible for the development of policies and procedures and direction for implementation. This includes staff members in the Office of the General Counsel, which is responsible for representing the Office in legal matters, responding to open records requests, and administering the filing category of Professional Employee Organizations. The Communications Division is responsible for public outreach, media relations, and promotion of programs and services. Capitol office employees respond to constituent questions by phone, email, and in person. Capitol staff also work with legislators on proposed legislation.

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

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

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

PROGRAM DESCRIPTION

Department Secretary of State

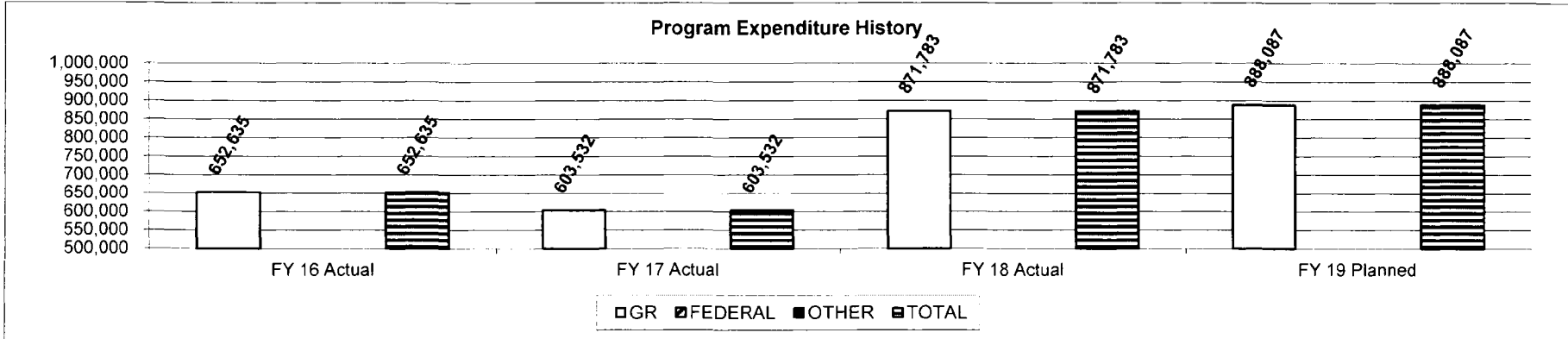
HB Section(s): 12.055

Program Name Executive Services

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

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

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



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

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Elections

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

The Office of the Secretary of State mailed the following number of voter registration applications by calendar year:
2012 - 463,983, 2013 - 118,112, 2014 - 198,997, 2015 - 159,238, 2016 - 384,672, 2017 - 86,942, 2018 - 184,837

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

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

The number of registered voters and voter registration applications fluctuates from year to year. As of August 1, 2018 there were 4,143,106 registered voters in the state.

The number of National Change of Address mailings by fiscal year:
2012 - 390,000, 2013 - 225,225, 2014 - 238,359, 2015 - 255,825, 2016 - 98,619, 2017 - 85,156

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Elections

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

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

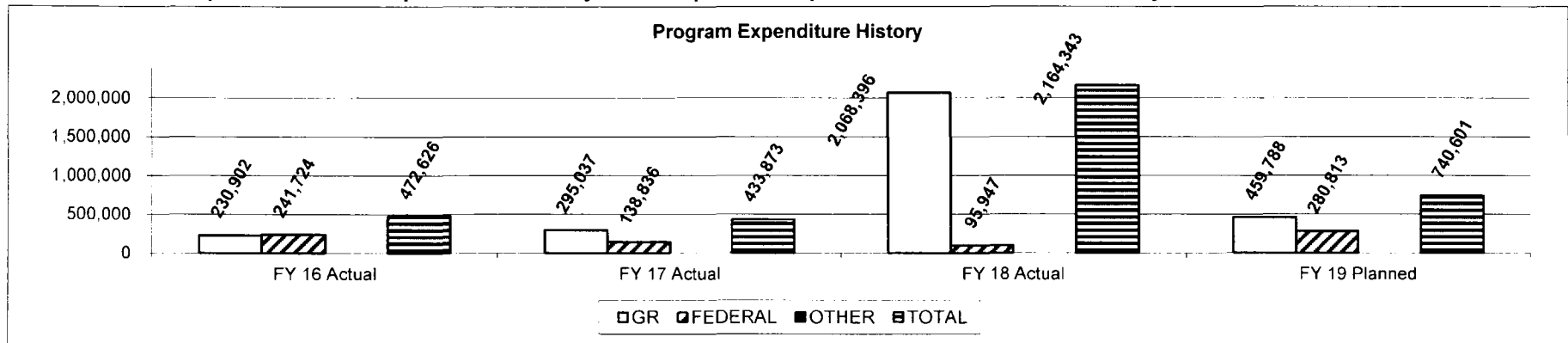
An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours. 116 local election authorities/election boards and thousands of prospective registered voters and callers requesting information.

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

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

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

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



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

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Records and Archives

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

Records Management: Records Management directs the efficient and effective management of the official records of state government agencies by: establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value; 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. The program also evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state and local agencies.

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

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

Archives: In FY18, the Missouri State Archives responded to 18,257 information requests. Of these, 1,805 were first-time customers. The Archives website had 32,140,899 hits in FY18.

Records Management:

	FY15	FY16	FY17	FY18	FY19 Projected
Images Microfilmed	2,900,985	2,315,480	3,047,098	1,343,824	1,193,980
Images Scanned	1,483,778	3,049,715	2,367,759	3,495,440	3,969,886
Records Center retrievals/filings	96,116	103,997	82,993	80,020	73,694

Local Records:

Records Processed (cu. ft.)			112	147	125
Database Entries			17,009	22,591	20,000
Miles Traveled	103,492	106,390	102,373	96,930	100,000
Records Projects	85	85	86	81	90
Conservation Lab Projects	66	129	105	65	100

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

In FY18 the Missouri State Archives website received 32,140,899 hits.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Records and Archives

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

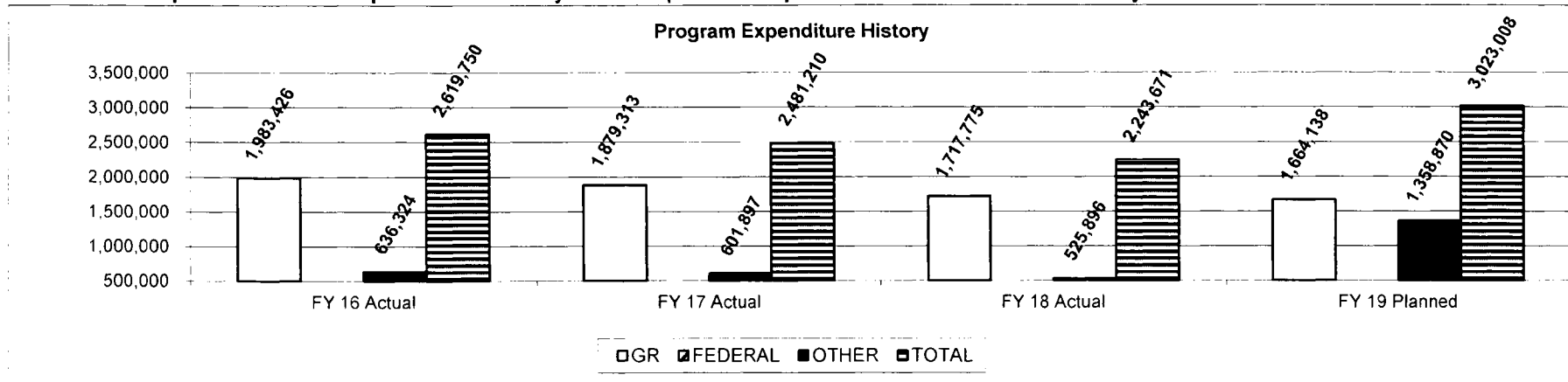
2c. Provide a measure(s) of the program's impact.

The Missouri State Archives has been recognized by Family Tree Magazine for 15 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

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

Record Center Annex Storage Costs per square foot	\$4.05
Leased Office Space Storage Costs per square foot	\$8.58
State Owned Office Space Storage Costs per square foot	\$6.17
(Boxes are stored 14 shelves high at the Record Center Annex)	

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



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

Local Records Preservation Fund (0577)

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State _____

HB Section(s): _____ 12.055

Program Name Administrative Rules _____

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

1a. What strategic priority does this program address?

1b. What does this program do?

The Administrative Rules Division accepts, edits, and publishes proposed rules in *the Missouri Register* and the *Code of State Regulations* for the 191 state agencies/entities that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the governor. The division publishes rules material six times per month which includes two paper and two internet publications of the *Missouri Register* and one paper and one internet publication of the *Code of State Regulations*.

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

For the 2018 fiscal year, the Administrative Rules processed the following:

- 52 Emergency Rules
- 1,276 Proposed rules
- 670 Orders of Rulemaking
- 31 In Additions
- 16 Executive Orders
- 223 Dissolutions and other filings

A total of 2,268 filings were published. 2,332 pages of Missouri Register and 2,740 pages of Code were published.

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

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

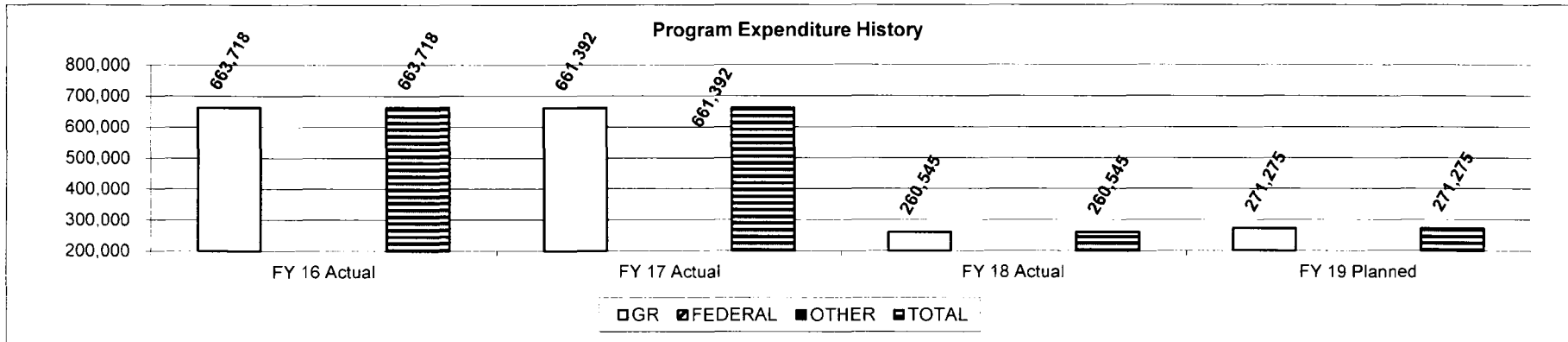
Program Name Administrative Rules

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

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

The above was accomplished without adding additional staff. Filings were up partially because of Executive Order 17-03 and staff continued to meet deadlines and accomplish all duties.

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



NOTE: Legal Services moved to Executive Services in FY18.

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

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

Chapter 536 of the Missouri Revised Statutes

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

Activity measures for a securities compliance and enforcement program are reflected in the many ways the Securities Division interacts with the public. See below charts for several measurable compilations of the Division's operations and engagement with the public and the financial services industries operating within the state. Additionally, the Division, during 2017, participated in 70 investor protection and education outreach events throughout the state.

	CY 2015	CY 2016	CY 2017
Registered securities sellers/advisers			
- Broker-dealers	1,593	1,568	1,566
- Broker-dealer agents	143,238	144,895	149,836
- Investment advisers-registered	383	369	373
- Federal Advisers-notice filed	1,311	1,375	1,427
- Investment adviser representatives	10,360	11,087	11,125
Registered securities offerings	49	75	60
Federal covered securities notice-filings	2,975	3,115	3,210
State exemption notice-filings	17	16	19

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

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

	CY 2015	CY2016	CY 2017
Enforcement investigations opened	115	133	87
BDIA examinations/audits	104	100	70
Administrative enforcement orders	51	74	52
Prison sentences ordered from Securities Referrals	27 years 6 months	17 years 7 months & 6 years probation	7 years & 8 years probation
Victim restitution orders	29	22	19
Amount of restitution ordered	\$19,101,732.33	\$4,834,573.90	\$8,210,824.21

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

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

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

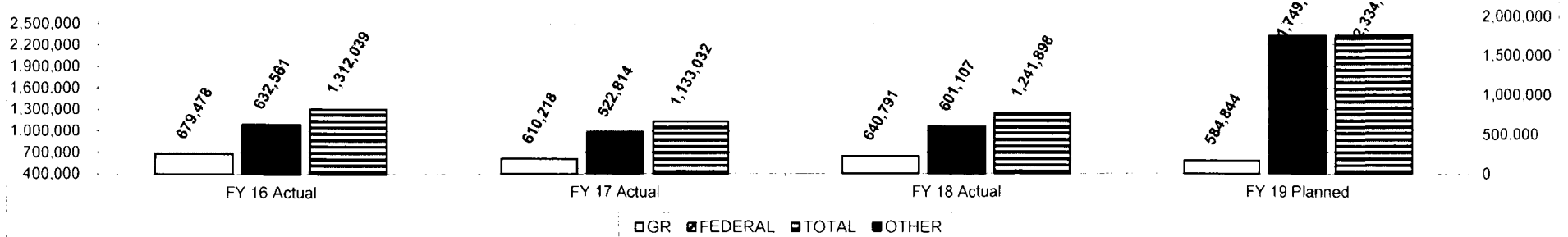
The Securities Division serves the citizens of Missouri on a responsive basis and a specific measure of impact is not discernible; some measures of the Division's impact can be seen in the above chart. Impact derives from the orders of restitution issued and the funds ordered to be returned to aggrieved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

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

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

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

Program Expenditure History



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Securities Division

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

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

Investor Education and Protection Fund (0829)

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

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Business Services

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

1a. What strategic priority does this program address?

Meeting the Constitutional mandate of Article IV Section 14 in respect to duties relating to corporations, attesting to acts of the governor and keeper of the "Great Seal of the State of Missouri". Providing third party services for those who are making and engaging in economic decisions.

1b. What does this program do?

The Business Services Division is comprised of four units: Notaries and Commissions, Corporations, Uniform Commercial Code and Safe at Home. The division oversees filing offices in Jefferson City, St. Louis, Kansas City and Springfield.

Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; processing certifications and apostilles for international documents; and handling foreign extraditions. Missouri has about 78,000 commissioned notaries.

Corporations is responsible for maintaining, receiving, and filing all corporate filings that are required by law for over 950,000 entities. In addition, Corporations handles service of process and filing and maintaining trademark and service mark registrations. Corporation's customers can access business records and images 24 hours a day, seven days a week through the Secretary of State's website.

Uniform Commercial Code is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law.

The Safe at Home Program is an address confidentiality program which provides survivors of sexual assault, rape, stalking, human trafficking, domestic violence, or other crimes a substitute mailing address to use on new records they create with government agencies and the courts.

Each unit is responsible for answering customer inquiries timely and accurately whether by phone, in person, or through correspondence with the office.

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

The Business Services Division tracks the number of phone calls received through the toll free 800 number provided to customers.

A Business Services portal provides customers the ability to file corporation documents online, some with an instant response. Business Services tracks paper filing and electronic submissions. Business Services tracks notaries who utilize an online portal or paper to submit filings.

Business Services tracks the number of authentications processed and in person visits by our customers in all four offices.

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

The Business Services Division measures the quality of work through customer compliments and comments. Business Services uses average call time on phone inquiries as a measure of quality.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Business Services

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

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

Safe at Home has served over 4,580 participants since its inception in 2007. Each year the program continues to grow. In FY2018, 635 new participants (men, women and children) enrolled in the program.

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

Commissions Phone calls FY2018 Jan-Jun		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
9,321	2:13	1,554

Corporation Phone calls FY2018 Jan-Jun		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
42,207	3:26	7,035

UCC Phone calls FY2018 Jan-Jun		
Calls Answered	Avg Call handled time mins	Avg Monthly calls
4,043	2:13	674

*New phone system went live January 2018

Business Services Division Walk-Ins FY18						Commissions Authentications/Apostilles FY18					
Jefferson						Jefferson					
Location	City	St. Louis	Kansas City	Springfield	Total	Location	City	St. Louis	Kansas City	Springfield	Total
Weekly	68	132	62	29	292	Total	6,271	7,396	2,700	1,188	17,555
Year Total	3,542	6,876	3,234	1,511	15,163						

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

Notary Filings FY2018		
Online Filings	Paper Filings	Total
18,651	4,826	23,477
79%	21%	

Corporation Filings FY2018		
Online Filings	Paper Filings	Total
240,246	78,796	319,042
75%	25%	

UCC Filings FY2018		
Online Filings	Paper Filings	Total
153,580	10,253	163,833
94%	6%	

PROGRAM DESCRIPTION

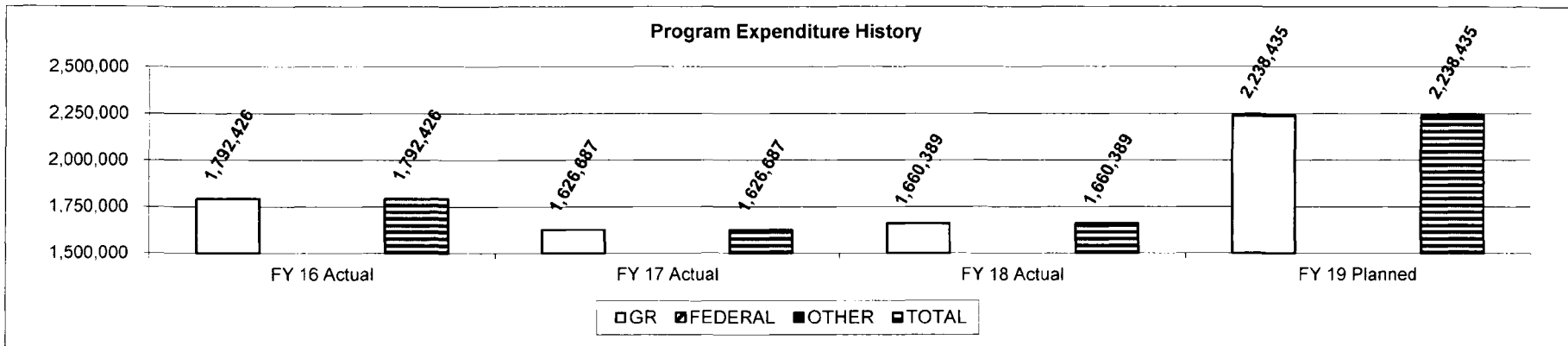
Department Secretary of State

HB Section(s): 12.055

Program Name Business Services

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

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



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

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

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

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State _____

HB Section(s): _____ 12.025

Program Name Information Technology Division _____

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

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

	Actual
Average Service Request Ticket Volume	171/month
Number of Completed Projects/Initiatives	10
Office of Secretary of State Staff	220
Local Elections Authorities and Staff	1186

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

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

	Actual
Network Availability (Avg)	99.80%
Application Availability (Avg)	99.91%

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.025

Program Name Information Technology Division

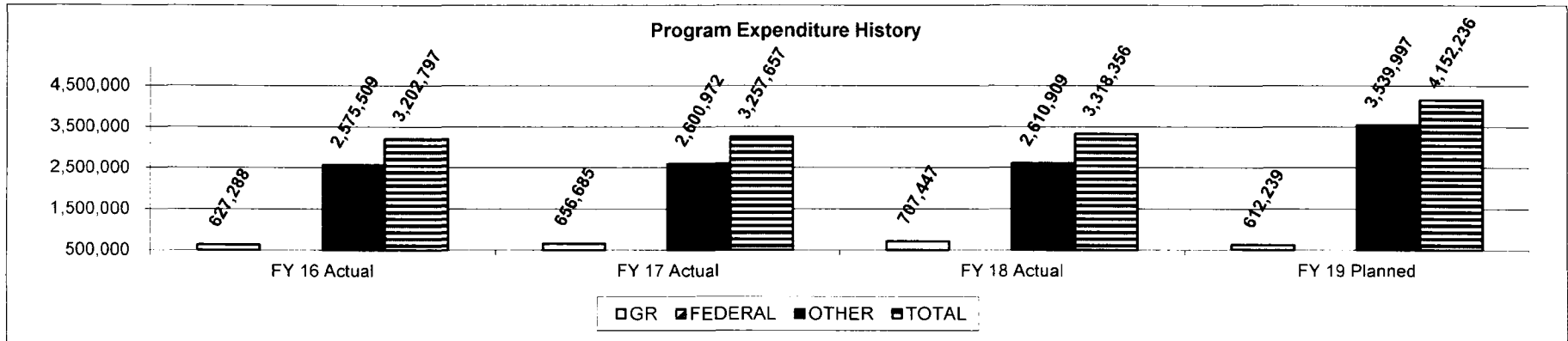
Program is found in the following core budget(s): Operating Core

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

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

Service Request Ticket Turnaround Time (Avg) Actual
4.125 Days

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



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

Secretary of State Technology Trust Fund (0266)

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

Missouri Revised Statutes 28.160

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

No

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

No

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

Reference Services

The Reference Services Division of the Missouri State Library provides research services to Missouri state government employees, executive branch agencies, and members of the Missouri General Assembly. Resources used to provide these services include searchable collections of electronic journals, newspapers, and e-books, as well as print books, journals, and federal and state government publications. Reference Services also provides training to Missouri state government employees on the division's resources, compiles news articles about Missouri state government from ten Missouri newspapers for inclusion in *Keeping Up*, maintains a digital library of Missouri state government publications, and contributes to MOBIUS, a statewide library consortium. Also, as a member of a global partnership of libraries and research institutions, Reference Services borrows materials for state employees from institutions across the world.

Library Development

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

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

Reference Services statistics

- 3,397:** Number of Keeping Up subscribers
- 391,795:** Visits to Keeping Up page, which is an average of **32,649.5** hits per month
- 5,090:** Articles evaluated for Keeping Up (estimate)
- 380,204:** Visitors to Reference Services pages

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

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

Library Development statistics

State Aid to Public Libraries

Eligible library districts, per FY
Population of library districts
State Aid funds distributed

	FY2015	FY2016	FY2017	FY2018
Eligible library districts, per FY	166	166	160	162
Population of library districts	5,476,144	5,476,144	5,476,272	5,483,526
State Aid funds distributed	\$3,504,001	\$723,776	\$723,776	\$2,323,776

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

Reference Services Statistics

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

Customer satisfaction from Reference Services' classes

481: The number of state employees who attended the 13 classes, presentations and/or webinars Reference Services provided in FY18.

87%: The percentage of classes that were customized for individual state agency divisions/groups. State employees who attended courses in FY18 were from Office of Administration, Secretary of State's Office, Public Service Commission, House, Senate, Gaming Commission, Highway Patrol, Courts, Ethics Commission, Attorney General's Office, Missouri Lottery, Treasurer's Office, Public Defenders, Departments of Social Services, Health and Senior Services, Mental Health, Conservation, Natural Resources, Revenue, Corrections, Labor and Industrial Relations, Transportation, Economic Development, Elementary and Secondary Education, Higher Education, and Public Safety.

100%: The percentage of class attendees surveyed who agreed or strongly agreed the class instructor's presentation was effective.

75%: The percentage of class attendees surveyed who agreed or strongly agreed that the classes would be helpful to their job performance.

Library Development

Training sessions
Attendance

	FY2016	FY2017	FY2018
Training sessions	216	123	150
Attendance	2,610	2,485	4,054

**Please note an online continuing education service that offered many topics but had low use was discontinued in FY2017.

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

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

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

Program Name: Library Services

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

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

Reference Services

47,554: Hits for Governor's Executive Orders on website in FY18. Reference Services is unique in offering not just the text but the images of executive orders covering more than three decades.

3,405: Number of Missouri State Library cardholders in FY18

2,616: Number of print items checked out in FY18

672: Digital state government documents added in FY18 for a total of approximately **8,038** digital state government documents in the Internet Archive.

Library Development

Federal Grants Awarded

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

Federal Grants Awarded	2015	2016	2017	2018
	207	185	155	180

Resource Sharing Statistics

Loans filled and requested by Missouri public libraries. Requests could be filled by libraries of all types in Missouri and beyond. Includes loans requested and filled through OCLC and Missouri Evergreen consortium.

Interlibrary Loans	FY2015	FY2016	FY2017
Requested	291,348	305,608	338,482
Filled	231,420	280,447	317,120

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

Reference Services Statistics

Database cost/usage

\$27,890/197,386=\$0.14 Database cost per use for eight database subscriptions, purchased for use by state employees.

Interlibrary loan

920: Number of state employee interlibrary loan requests handled in FY18; 96% of those requests were for articles.

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

12: Average number of clock hours to fill an interlibrary material request from another library or research institution. Institutions which filled requests for Reference Services' patrons averaged a 60-hour turnaround time.

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.055

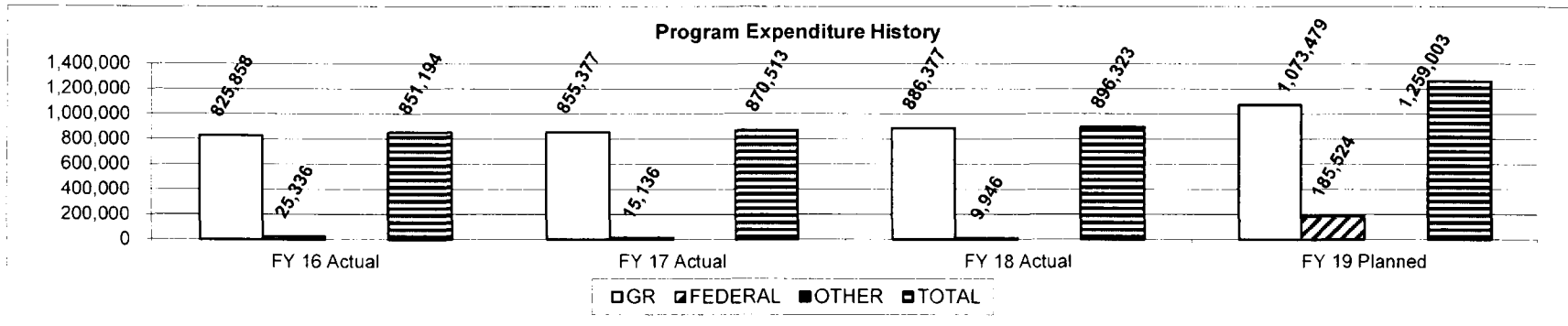
Program Name: Library Services

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

Library Development

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

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



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

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

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

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

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

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri certified as unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 250,000 volumes in different formats: large print, Braille, audio cassettes, games, and magazines. The autocassette collection will decrease over time as the shift to digital cartridge is completed. Wolfner Library staff also facilitate patron downloading of digital books from BARD, a national repository of talking books for eligible citizens. The Library also provides the necessary players (cassette and digital) for using the recorded materials. Book, magazines, and machines are mailed to and from library patrons, wherever they reside in the state, at no charge to the user, including no postage. Currently, over 13,000 Missourians are registered to use Wolfner Library services. This represents about 10% of those eligible. Our goal is to increase that to 15% through an energized outreach program. The Wolfner Recording Studio produces recorded books with Missouri connections (author, theme, location) and makes them available for circulation or for download on BARD, making the Wolfner collection to patrons nationwide. Recording is done by volunteers; the actual audio processing is done by Wolfner staff. Wolfner produces approximately 50 titles each year.

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

	FY16	FY17	FY18	FY19 est
Circulation	456,435	426,940	413,918	434,614
BARD	88,608	86,137	99,310	104,276
Active users	8,635	9,075	9,590	10,070
Patron contacts	18,246	15,218	15,774	16,563

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

Customer Satisfaction Survey
(Conducted in odd numbered years)
Wolfner staff is courteous
Overall quality is Good or Excellent

FY17
88.50%
98.80%

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

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

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

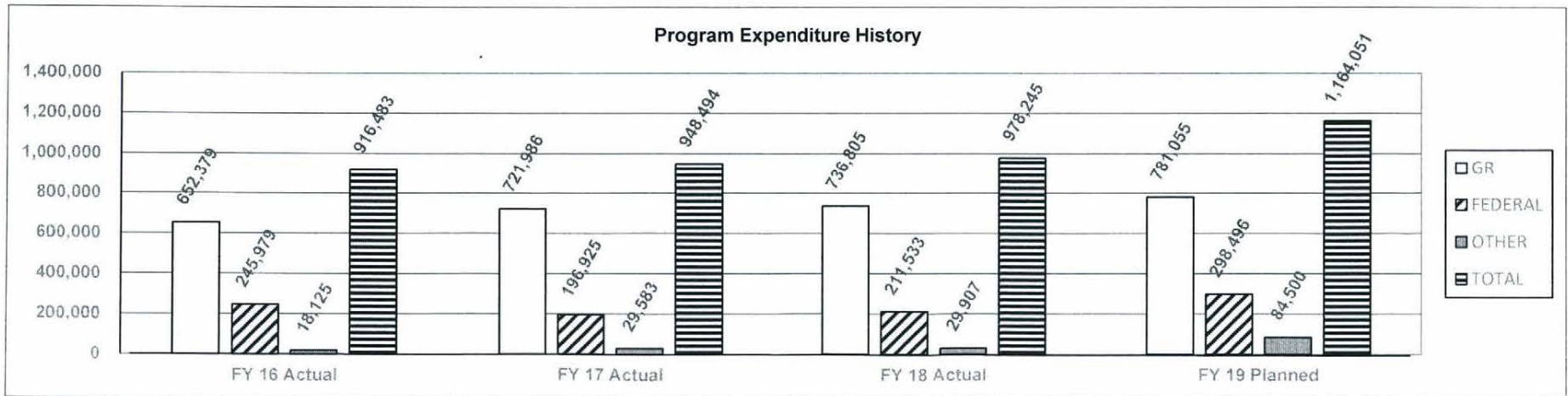
Wolfner Library meets several of the quality of life metrics identified by the Flanagan Quality of Life Scale (QOLS).

	FY16	FY17	FY18	FY19 est
Personal Development and Fulfillment				
Circulation	456,435	426,940	413,918	434,614
Early Literacy Program		20	16	18
Recreation				
Circulation	456,435	426,940	413,918	434,614
Summer Reading Program	104	123	126	132
Adult Winter Reading Program	64	47	71	75
Book Clubs (3 topical)		15	26	20

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

	FY16	FY17	FY18	FY19 est
Turnover rate of collection	1.72	1.61	1.56	2.0
Circulation per FTE	18,257	17,078	16,557	17,385

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



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.055

Program Name Wolfner Library

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

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

Wolfner Library Trust Fund (0928)

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

Missouri Revised Statutes 181.065 and PL 89-522

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

No

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

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

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
GRANTS AND PROJECTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE-FED & OTHER	15,851	0.00	22,014	0.00	22,014	0.00	0	0.00	
TOTAL - EE	15,851	0.00	22,014	0.00	22,014	0.00	0	0.00	
PROGRAM-SPECIFIC									
SECRETARY OF STATE-FED & OTHER	0	0.00	177,986	0.00	177,986	0.00	0	0.00	
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	0	0.00	
TOTAL	15,851	0.00	200,000	0.00	200,000	0.00	0	0.00	
GRAND TOTAL	\$15,851	0.00	\$200,000	0.00	\$200,000	0.00	\$0	0.00	

**GRANTS & PROJECT/RFUNDS/RESTITUTION/
FAMILY TRUST**

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	22,014	0	22,014	EE	0	0	0	0
PSD	0	177,986	0	177,986	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	200,000	0	200,000	Total	0	0	0	0

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

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

Other Funds:

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 one active grant utilizing this fund.

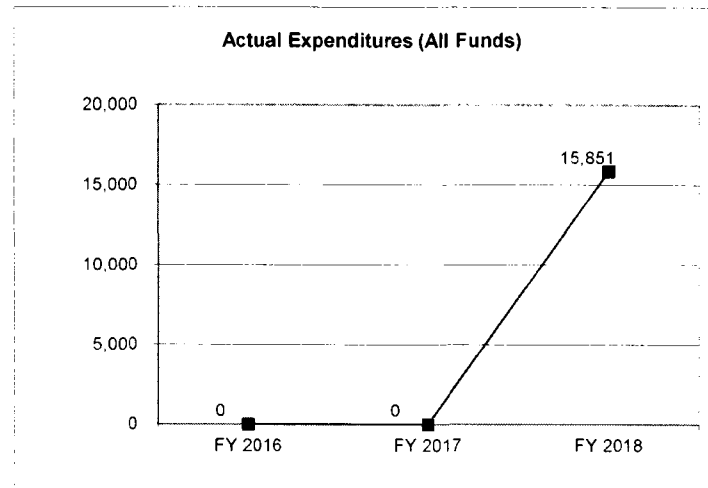
3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	0	0	15,851	N/A
Unexpended (All Funds)	200,000	200,000	184,149	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	200,000	200,000	184,149	N/A
Other	0	0	0	N/A



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

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

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
GRANTS AND PROJECTS

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
GRANTS AND PROJECTS								
CORE								
TRAVEL, IN-STATE	0	0.00	1,000	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	15,851	0.00	3,000	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	0	0.00	18,000	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	15,851	0.00	22,014	0.00	22,014	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	177,986	0.00	177,986	0.00	0	0.00
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	0	0.00
GRAND TOTAL	\$15,851	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	\$15,851	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

HB Section(s): 12.060

Program Name Grants and Projects

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

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

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

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

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

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

PROGRAM DESCRIPTION

Department Secretary of State _____

HB Section(s): _____ 12.060

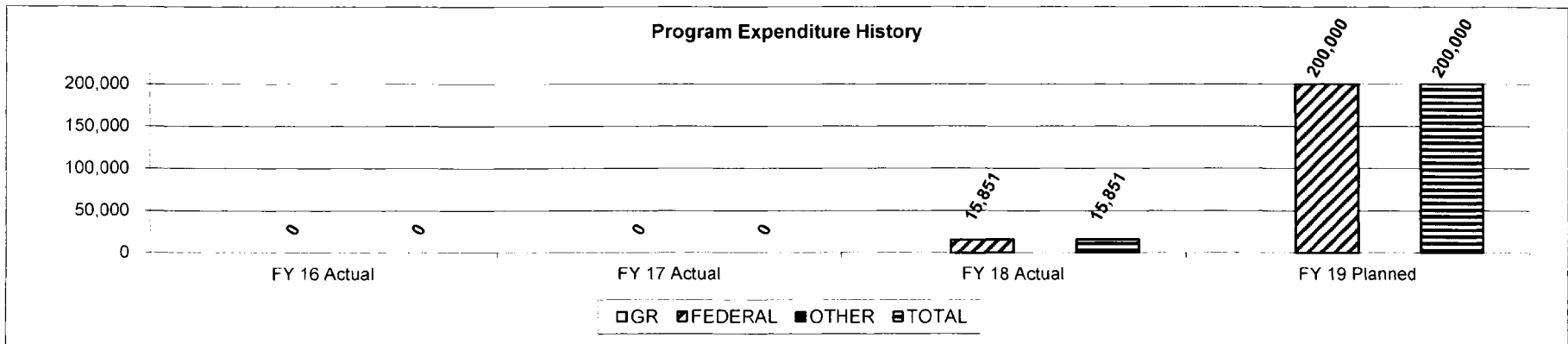
Program Name Grants and Projects _____

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

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

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

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



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

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

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

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

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

No.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
REFUNDS									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	28,109	0.00	50,000	0.00	50,000	0.00	0	0.00	
SEC OF ST TECHNOLOGY TRUST	0	0.00	10,000	0.00	10,000	0.00	0	0.00	
TOTAL - PD	28,109	0.00	60,000	0.00	60,000	0.00	0	0.00	
TOTAL	28,109	0.00	60,000	0.00	60,000	0.00	0	0.00	
GRAND TOTAL	\$28,109	0.00	\$60,000	0.00	\$60,000	0.00	\$0	0.00	

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 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	50,000	0	10,000	60,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	50,000	0	10,000	60,000	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.

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

Other Funds: Technology Trust Fund (0266)

Other Funds:

2. CORE DESCRIPTION

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

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. Other divisions using this appropriation are Archives and Securities.

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

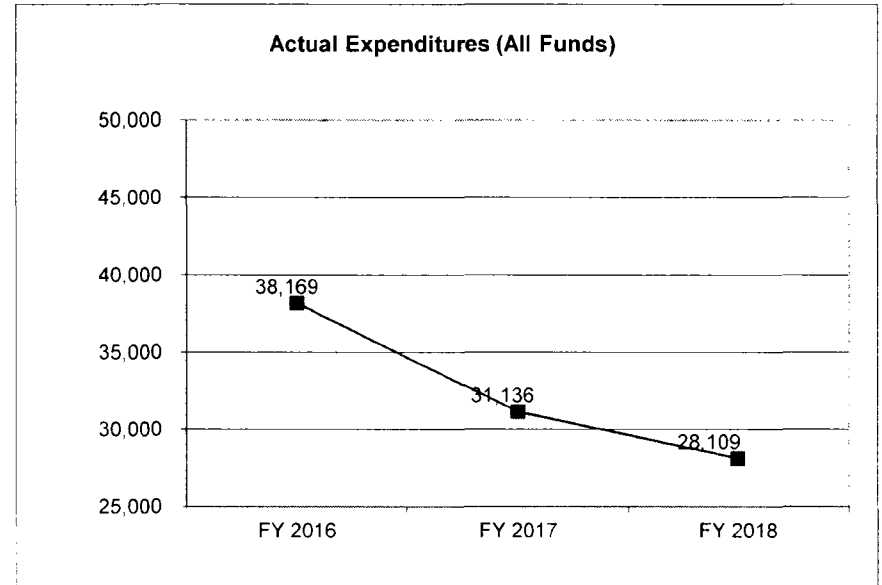
Refunds

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	<u>FY 2016 Actual</u>	<u>FY 2017 Actual</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Current Yr.</u>
Appropriation (All Funds)	50,000	50,000	50,000	60,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	38,169	31,136	28,109	N/A
Unexpended (All Funds)	11,831	18,864	21,891	N/A
Unexpended, by Fund:				
General Revenue	11,831	18,864	21,891	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
REFUNDS**

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REFUNDS								
CORE								
REFUNDS	28,109	0.00	60,000	0.00	60,000	0.00	0	0.00
TOTAL - PD	28,109	0.00	60,000	0.00	60,000	0.00	0	0.00
GRAND TOTAL	\$28,109	0.00	\$60,000	0.00	\$60,000	0.00	\$0	0.00
GENERAL REVENUE	\$28,109	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	\$10,000	0.00	\$10,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.065

Program Name Refunds Core

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

FY17 - 557 refunds issued for a total of \$31,125.71.
FY18 - 533 refunds issued for a total of \$28,109.30

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.065

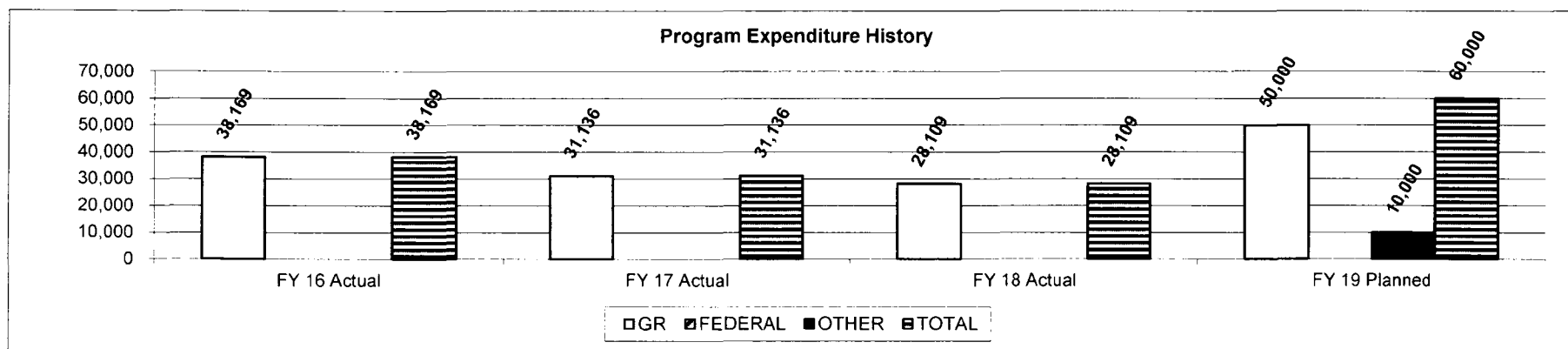
Program Name Refunds Core

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

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

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

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



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

Technology Trust Fund (0266)

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

Missouri Constitution

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

No

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

No

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM-SPECIFIC								
INVESTORS RESTITUTION FUND	366,145	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - PD	366,145	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL	366,145	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
Tfr Invest. Rest to Invest Ed - 1231009								
FUND TRANSFERS								
INVESTORS RESTITUTION FUND	0	0.00	0	0.00	5,340,785	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	5,340,785	0.00	0	0.00
TOTAL	0	0.00	0	0.00	5,340,785	0.00	0	0.00
GRAND TOTAL	\$366,145	0.00	\$2,000,000	0.00	\$7,340,785	0.00	\$0	0.00

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	2,000,000	2,000,000	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
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:	Investor Restitution (0741)	Other Funds:	
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2. CORE DESCRIPTION

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

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

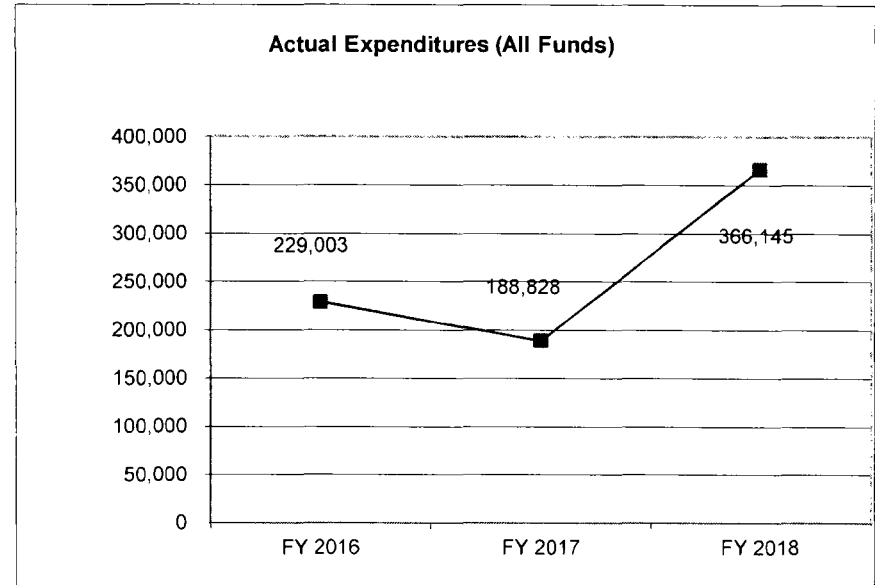
Investor Restitution

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	2,000,000	2,000,000	2,000,000	2,000,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Actual Expenditures (All Funds)	229,003	188,828	366,145	N/A
Unexpended (All Funds)	1,770,997	1,811,172	1,633,855	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,770,997	1,811,172	1,633,855	N/A



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

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

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

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
INVESTORS' RESTITUTION

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	366,145	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - PD	366,145	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
GRAND TOTAL	\$366,145	0.00	\$2,000,000	0.00	\$2,000,000	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	\$366,145	0.00	\$2,000,000	0.00	\$2,000,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.070

Program Name Investor Restitution

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

Between FY16 and FY18, 1,561 payments were made to aggrieved investors. These payments totaled \$783,975.68.

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

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

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

Between FY16 and FY18, 1,561 payments were made to aggrieved investors. These payments totaled \$783,975.68.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.070

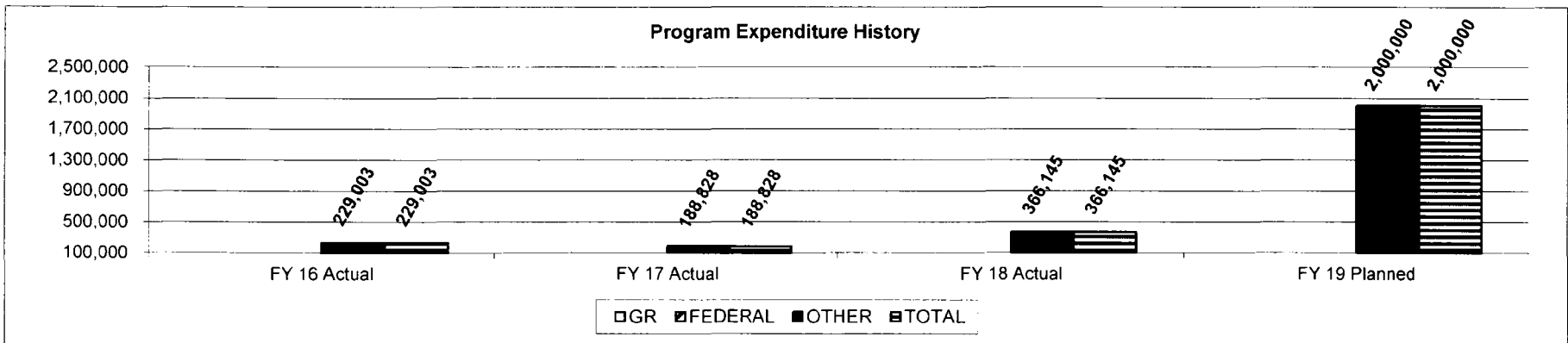
Program Name Investor Restitution

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

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

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

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



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

Investor Restitution Fund (0741)

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

Section 409.6-603(e), RSMo.

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

No

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

No

NEW DECISION ITEM			
RANK: <u>12</u>	OF <u>13</u>		
Department Secretary of State		Budget Unit	<u>23149C</u>
Division Securities			
DI Name Transfer from Investor Restitution into Investor Education & Protection Fund		DI# 1231009	HB Section <u>12.070</u>

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E		FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total			GR	Federal	Other	Total	
PS	0	0	0	0	0	PS	0	0	0	0	
EE	0	0	0	0	0	EE	0	0	0	0	
PSD	0	0	0	0	0	PSD	0	0	0	0	
TRF	0	0	5,340,785	5,340,785		TRF	0	0	0	0	
Total	0	0	5,340,785	5,340,785		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	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: Investor Restitution Fund (0741)

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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 Office of the Secretary of State collects restitution on behalf of aggrieved Missouri investors and distributes these funds accordingly. In 2003 and 2006, this office received funds from eleven separate orders regarding settlements reached with multiple parties, known as the Global Research Analyst Settlements. The last payments made to the aggrieved investors was in 2009. All efforts to locate additional individuals entitled to restitution have been exhausted. Per RSMo 409-006.603(e), if the commissioner is unable with reasonable efforts to ascertain the aggrieved investors, then the funds may be transferred to the Investor Education and Protection Fund.

NEW DECISION ITEM

RANK: 12 OF 13

Department Secretary of State	Budget Unit 23149C
Division Securities	
DI Name Transfer from Investor Restitution into Investor Education & Protection Fund	DI# 1231009 HB Section 12.070

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 Secretary of State received \$7,191,684 for the above settlement. Payments in the amount of \$1,850,899 were paid to aggrieved investors. The last payment date made was in the Spring of 2009. The difference of \$5,340,785 is being requested to be transferred into the Investor Education and Protection Fund, as allowed by statute. This is a one-time transfer request.

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

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
							0			
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers					5,340,785				5,340,785	
Total TRF	0		0		5,340,785		0		5,340,785	
Grand Total	0	0.0	0	0.0	5,340,785	0.0	0	0.0	5,340,785	

NEW DECISION ITEM

RANK: 12 OF 13

Department Secretary of State	Budget Unit 23149C
Division Securities	
DI Name Transfer from Investor Restitution into Investor Education & Protection Fund	DI# 1231009 HB Section 12.070

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
							0			
							0			
							0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							0			
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM
 RANK: 12 OF 13

Department <u>Secretary of State</u>	Budget Unit <u>23149C</u>
Division <u>Securities</u>	HB Section <u>12.070</u>
DI Name <u>Transfer from Investor Restitution into</u> DI#1231009	
<u>Investor Education & Protection Fund</u>	

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

- | | |
|--|---|
| <p>6a. Provide an activity measure(s) for the program.</p>

<p>6c. Provide a measure(s) of the program's impact.</p> | <p>6b. Provide a measure(s) of the program's quality.</p>

<p>6d. Provide a measure(s) of the program's efficiency.</p> |
|--|---|

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
INVESTORS' RESTITUTION								
Tfr Invest. Rest to Invest Ed - 1231009								
TRANSFERS OUT	0	0.00	0	0.00	5,340,785	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	5,340,785	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$5,340,785	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	\$5,340,785	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund								
FAMILY TRUST COMPANY FUND								
CORE								
EXPENSE & EQUIPMENT								
FAMILY TRUST COMPANY FUND	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL - EE	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL	0	0.00	20,000	0.00	20,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$20,000	0.00	\$20,000	0.00	\$0	0.00

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request						FY 2020 Governor's Recommendation				
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	0	0	0	0	0	PS	0	0	0	0	
EE	0	0	20,000	20,000		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	0	0	20,000	20,000		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.

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

Other Funds: Family Trust Company Fund (0810)

Other Funds:

2. CORE DESCRIPTION

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

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

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

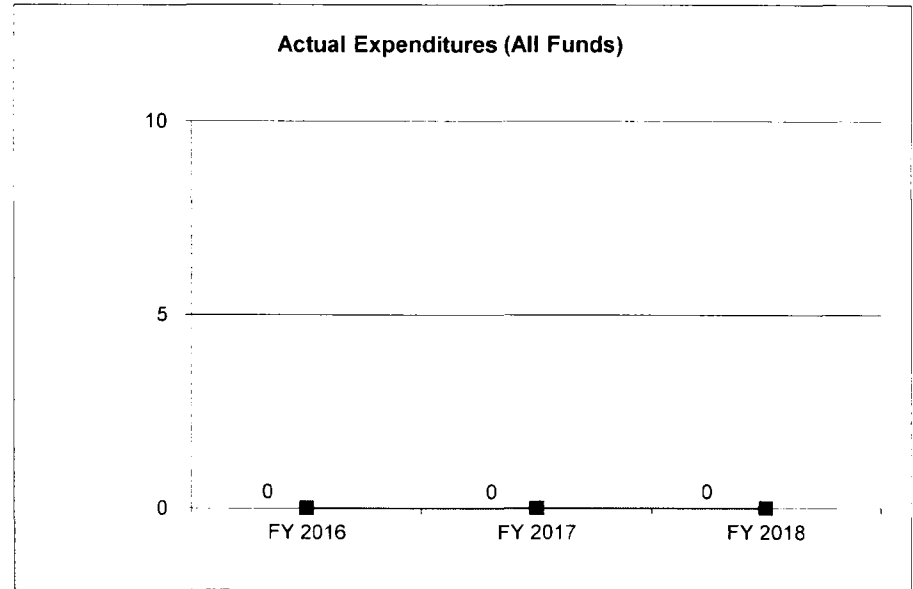
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CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	0	0	0	20,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	0	0	0	20,000
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	0
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

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

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FAMILY TRUST COMPANY FUND

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FAMILY TRUST COMPANY FUND								
CORE								
PROFESSIONAL SERVICES	0	0.00	20,000	0.00	20,000	0.00	0	0.00
TOTAL - EE	0	0.00	20,000	0.00	20,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$20,000	0.00	\$20,000	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	\$20,000	0.00	\$20,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.075

Program Name Family Trust Company

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

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

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

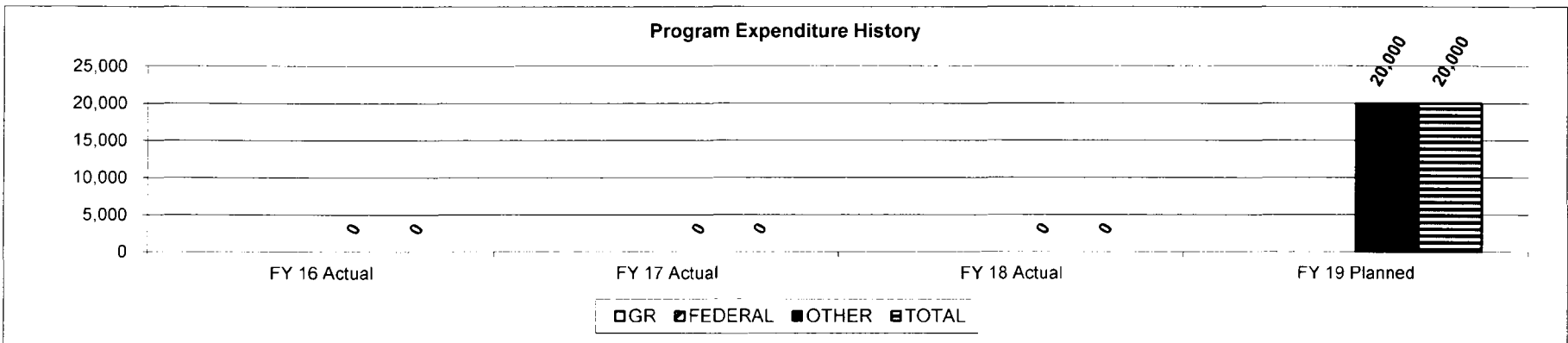
2c. Provide a measure(s) of the program's impact.

PROGRAM DESCRIPTION

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

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

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



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

Family Trust Company Fund (0810)

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

RSMo 362.010

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

No

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

No

ELECTIONS DISTRIBUTIONS

DECISION ITEM SUMMARY

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	6,000,001	0.00	1	0.00	0	0.00
TOTAL - EE	0	0.00	6,000,001	0.00	1	0.00	0	0.00
TOTAL	0	0.00	6,000,001	0.00	1	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$6,000,001	0.00	\$1	0.00	\$0	0.00

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1	0	0	1	EE	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	1	0	0	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.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

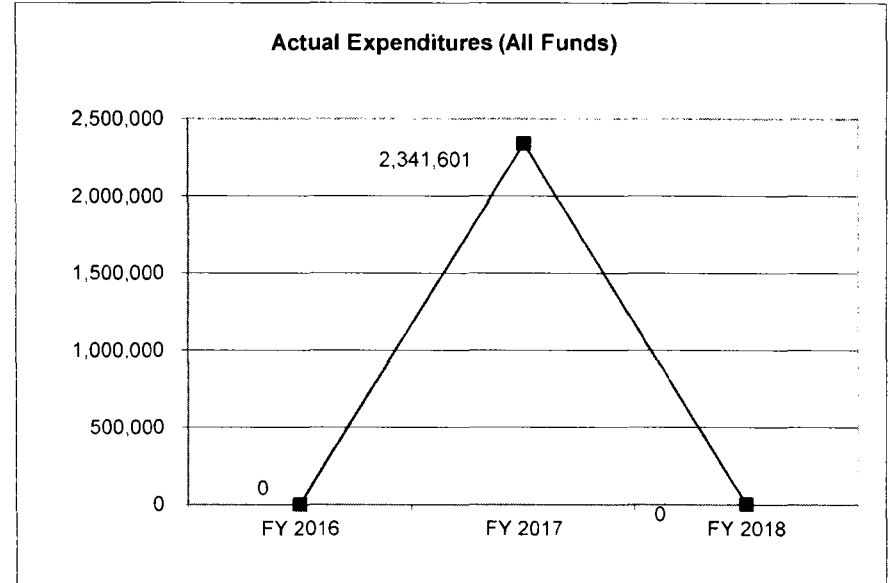
Elections Public Notice

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	<u>FY 2016 Actual</u>	<u>FY 2017 Actual</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Current Yr.</u>
Appropriation (All Funds)	100,000	2,600,000	1	6,000,001
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	100,000	2,600,000	1	N/A
Actual Expenditures (All Funds)	0	2,341,601	0	N/A
Unexpended (All Funds)	100,000	258,399	1	N/A
Unexpended, by Fund:				
General Revenue	100,000	258,399	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
ELECTIONS PUBLIC NOTICE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	6,000,001	0	0	6,000,001	
	Total	0.00	6,000,001	0	0	6,000,001	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	38 0079 EE	0.00	(6,000,000)	0	0	(6,000,000)	
	NET DEPARTMENT CHANGES	0.00	(6,000,000)	0	0	(6,000,000)	
DEPARTMENT CORE REQUEST							
	EE	0.00	1	0	0	1	
	Total	0.00	1	0	0	1	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1	0	0	1	
	Total	0.00	1	0	0	1	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	0	0.00	6,000,001	0.00	1	0.00	0	0.00
TOTAL - EE	0	0.00	6,000,001	0.00	1	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$6,000,001	0.00	\$1	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$6,000,001	0.00	\$1	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

HB Section(s): 12.080

Program Name Elections Public Notice

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

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

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

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

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

PROGRAM DESCRIPTION

Department Secretary of State

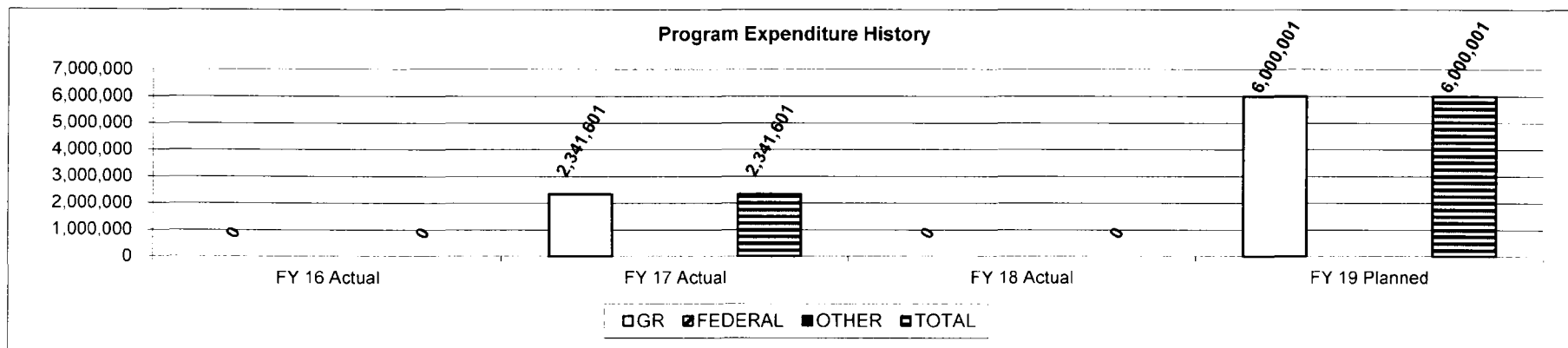
HB Section(s): 12.080

Program Name Elections Public Notice

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

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

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



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

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

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

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

No

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

No

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
ABSENTEE BALLOTS									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	7,000	0.00	7,000	0.00	0	0.00	
TOTAL - EE	0	0.00	7,000	0.00	7,000	0.00	0	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	50,000	0.00	118,000	0.00	43,000	0.00	0	0.00	
TOTAL - PD	50,000	0.00	118,000	0.00	43,000	0.00	0	0.00	
TOTAL	50,000	0.00	125,000	0.00	50,000	0.00	0	0.00	
Increase Absentee Ballot - 1231010									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	20,000	0.00	0	0.00	
TOTAL - EE	0	0.00	0	0.00	20,000	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	20,000	0.00	0	0.00	
GRAND TOTAL	\$50,000	0.00	\$125,000	0.00	\$70,000	0.00	\$0	0.00	

CORE DECISION ITEM

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

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	7,000	0	0	7,000	EE	0	0	0	0
PSD	43,000	0	0	43,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	50,000	0	0	50,000	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
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

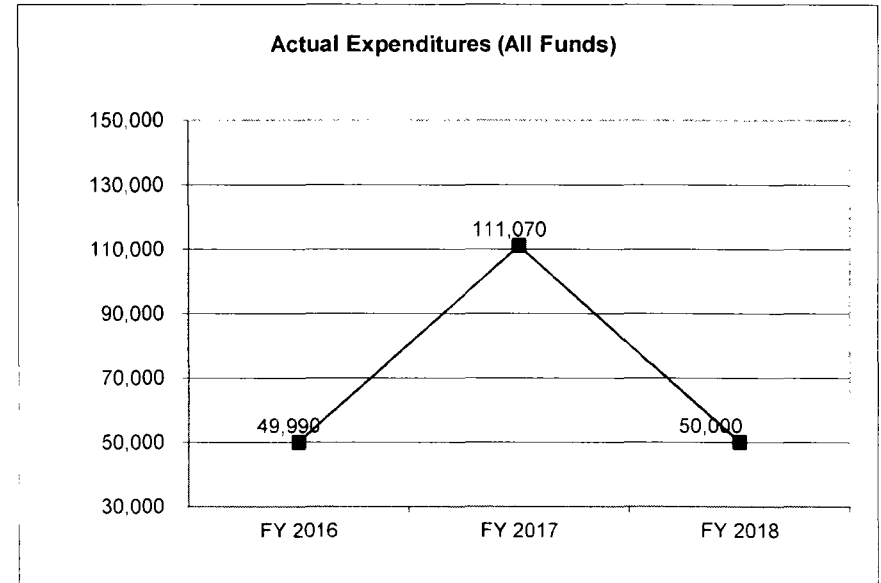
Absentee Ballots

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	50,000	190,000	50,000	125,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	190,000	50,000	N/A
Actual Expenditures (All Funds)	49,990	111,070	50,000	N/A
Unexpended (All Funds)	10	78,930	0	N/A
Unexpended, by Fund:				
General Revenue	10	78,930	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

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	7,000	0	0	7,000	
	PD	0.00	118,000	0	0	118,000	
	Total	0.00	125,000	0	0	125,000	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	39 2041 PD	0.00	(75,000)	0	0	(75,000)	
	NET DEPARTMENT CHANGES	0.00	(75,000)	0	0	(75,000)	
DEPARTMENT CORE REQUEST							
	EE	0.00	7,000	0	0	7,000	
	PD	0.00	43,000	0	0	43,000	
	Total	0.00	50,000	0	0	50,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	7,000	0	0	7,000	
	PD	0.00	43,000	0	0	43,000	
	Total	0.00	50,000	0	0	50,000	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ABSENTEE BALLOTS								
CORE								
SUPPLIES	0	0.00	7,000	0.00	7,000	0.00	0	0.00
TOTAL - EE	0	0.00	7,000	0.00	7,000	0.00	0	0.00
PROGRAM DISTRIBUTIONS	50,000	0.00	118,000	0.00	43,000	0.00	0	0.00
TOTAL - PD	50,000	0.00	118,000	0.00	43,000	0.00	0	0.00
GRAND TOTAL	\$50,000	0.00	\$125,000	0.00	\$50,000	0.00	\$0	0.00
GENERAL REVENUE	\$50,000	0.00	\$125,000	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 _____

HB Section(s): _____ 12.085

Program Name Elections _____

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

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

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

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

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

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

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

To date, in calendar year 2018, 78,513 absentee ballots have been cast. Note: this number only includes ballots cast during the 2018 Primary Election held in August, with more absentee ballots yet to be cast in the 2018 General Election held in November.

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

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

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

During the last five general elections, 1,343,912 absentee ballots were cast. Through this program, voters returning their absentee ballots via the mail are not required to cover the costs of postage.

PROGRAM DESCRIPTION

Department Secretary of State _____

HB Section(s): _____ 12.085

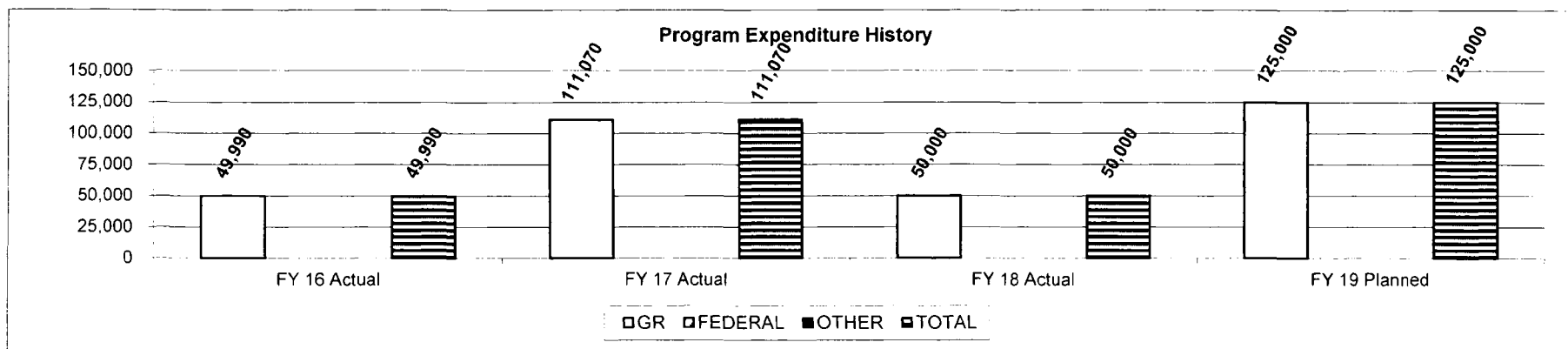
Program Name Elections _____

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

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

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

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



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

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

Section 115.285, RSMo

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

No

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

No

NEW DECISION ITEM

RANK: 13 OF 13

Department Secretary of State	Budget Unit <u>23148C</u>
Division Elections	
DI Name Increase Absentee Ballots DI#1231010	HB Section <u>12.085</u>

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	20,000	0	0	20,000	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	20,000	0	0	20,000	
FTE	0.00	0.00	0.00	0.00	

	FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	
FTE	0.00	0.00	0.00	0.00	

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

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

Other Funds:

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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

115.285, RSMo requires mailing envelopes used for returning ballots to local election authorities (LEAs) to incorporate a business reply permit so that no ballot, returned by mail, requires postage. The Missouri law requires that all fees and costs for establishing and maintaining the business reply permit be covered by the Secretary of State. The current core of \$50,000 is not adequate for the Elections Division to pay the LEAs for using business ply permits on absentee envelopes returned by voters in accordance with Missouri law.

NEW DECISION ITEM

RANK: 13 OF 13

Department Secretary of State	Budget Unit 23148C
Division Elections	
DI Name Increase Absentee Ballots DI#1231010	HB Section 12.085

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.)

In even numbered fiscal years, the core is \$50,000. In odd numbered years, the Secretary of State always requests additional appropriation authority due to general elections being held. In the previous three even numbered fiscal years (FY14, FY16, and FY18) the Secretary of State has not had enough appropriation authority to pay the outstanding requests from the local election authorities. The appropriation is usually exhausted by mid Spring and the local election authorities must wait until July, when the new fiscal year begins, to receive their reimbursement. The \$20,000 being requested will allow the Secretary of State to promptly reimburse the local election authorities.

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	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							0			
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
							0			
BOBC 190 (Supplies)	20,000		0		0		20,000			
Total EE	20,000		0		0		20,000		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers							0			
Total TRF	0		0		0		0		0	
Grand Total	20,000	0.0	0	0.0	0	0.0	20,000	0.0	0	

NEW DECISION ITEM

RANK: 13 OF 13

Department Secretary of State	Budget Unit 23148C
Division Elections	
DI Name Increase Absentee Ballots DI#1231010	HB Section 12.085

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
							0			
							0			
							0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							0			
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM

RANK: 13 OF 13

Department Secretary of State	Budget Unit <u>23148C</u>
Division Elections	
DI Name Increase Absentee Ballots DI#1231010	HB Section <u>12.085</u>

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

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

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

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

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

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ABSENTEE BALLOTS								
Increase Absentee Ballot - 1231010								
SUPPLIES	0	0.00	0	0.00	20,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	20,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$20,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$20,000	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	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
ELECTION COSTS TRANSFER									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	2,688,000	0.00	4,084,000	0.00	0	0.00	0	0.00	
TOTAL - TRF	2,688,000	0.00	4,084,000	0.00	0	0.00	0	0.00	
TOTAL	2,688,000	0.00	4,084,000	0.00	0	0.00	0	0.00	
GR transfer into EAIF - 1231007									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	4,284,000	0.00	0	0.00	
TOTAL - TRF	0	0.00	0	0.00	4,284,000	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	4,284,000	0.00	0	0.00	
GR transfer into EAIF - PPP - 1231008									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	5,500,000	0.00	0	0.00	
TOTAL - TRF	0	0.00	0	0.00	5,500,000	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	5,500,000	0.00	0	0.00	
GRAND TOTAL	\$2,688,000	0.00	\$4,084,000	0.00	\$9,784,000	0.00	\$0	0.00	

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	4,084,000	0	0	4,084,000	
	Total	0.00	4,084,000	0	0	4,084,000	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	176 T107 TRF	0.00	(4,084,000)	0	0	(4,084,000)	
	NET DEPARTMENT CHANGES	0.00	(4,084,000)	0	0	(4,084,000)	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	2,688,000	0.00	4,084,000	0.00	0	0.00	0	0.00
TOTAL - TRF	2,688,000	0.00	4,084,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$2,688,000	0.00	\$4,084,000	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$2,688,000	0.00	\$4,084,000	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

NEW DECISION ITEM

RANK: 5 OF 13

Department Secretary of State	Budget Unit <u>23154C</u>
Division Elections	
DI Name Elections Cost Transfer DI#1231007	HB Section <u>12.095</u>

1. AMOUNT OF REQUEST

	FY 2020 Budget Request					E		FY 2020 Governor's Recommendation					E
	GR	Federal	Other	Total				GR	Federal	Other	Total		
PS	0	0	0	0	0		PS	0	0	0	0		
EE	0	0	0	0	0		EE	0	0	0	0		
PSD	0	0	0	0	0		PSD	0	0	0	0		
TRF	4,284,000	0	0	4,284,000			TRF	0	0	0	0		
Total	4,284,000	0	0	4,284,000			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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds:

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input checked="" type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>SB 592</u>	

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

Currently, per 115.077 RSMo requires the Secretary of State to transfer from general revenue to the state election subsidy fund an amount not less than the amount expended in the fiscal year that ended June 30, 2000, which was \$4,284,000. The current core is now \$4,084,000, due to previous legislative cuts to the core amount. With the passage of SB 592, this transfer will now go directly into the Elections Administration Improvement Fund. The Secretary of State's FY20 budget request also includes a core reduction of \$4,084,000 for the transfer from general revenue into the Elections Subsidy Fund to accommodate this legislative change.

The money that is transferred into this fund also pays for all special election costs.

NEW DECISION ITEM

RANK: 5 OF 13

Department Secretary of State	Budget Unit 23154C
Division Elections	
DI Name Elections Cost Transfer DI# 1231007	HB Section 12.095

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

The current HB12, Section 12.095, has a \$4,084,000 appropriation from General Revenue into the State Elections Subsidy Fund. This new decision item is to increase it to \$4,284,000, the statutorily required appropriation authority that was determined back in FY06. From FY06 through FY17, the SOS received the \$4,284,000 in transfer authority. The appropriation was reduced by the Legislature in FY18 to \$3,584,00 and partially restored in FY19 to \$4,084,000.

This is to change the fund to which the General Revenue goes into, which is now going to be the Elections Administration Improvement Fund.

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	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							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	4,284,000						4,284,000			
Total TRF	4,284,000		0		0		4,284,000		0	
Grand Total	4,284,000	0.0	0	0.0	0	0.0	4,284,000	0.0	0	

NEW DECISION ITEM

RANK: 5 OF 13

Department Secretary of State	Budget Unit 23154C
Division Elections	
DI Name Elections Cost Transfer	DI# 1231007
	HB Section 12.095

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
							0			
							0			
							0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							0			
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM

RANK: 5 OF 13

Department Secretary of State	Budget Unit <u>23154C</u>
Division Elections	
DI Name Elections Cost Transfer DI# 1231007	HB Section <u>12.095</u>

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

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

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

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

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

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION COSTS TRANSFER								
GR transfer into EAIF - 1231007								
TRANSFERS OUT	0	0.00	0	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	4,284,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$4,284,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	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

NEW DECISION ITEM

RANK: 10 OF 13

Department Secretary of State	Budget Unit <u>23154C</u>
Division Elections	
DI Name Election Cost Transfer Increase DI#1231008	HB Section <u>12.095</u>
Presidential Preference Primary	

1. AMOUNT OF REQUEST

	FY 2020 Budget Request					E	FY 2020 Governor's Recommendation					E
	GR	Federal	Other	Total			GR	Federal	Other	Total		
PS	0	0	0	0	0		PS	0	0	0	0	
EE	0	0	0	0	0		EE	0	0	0	0	
PSD	0	0	0	0	0		PSD	0	0	0	0	
TRF	5,500,000	0	0	5,500,000			TRF	0	0	0	0	
Total	5,500,000	0	0	5,500,000			Total	0	0	0	0	

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

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: <u>RSMo 115.077</u>	

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

The Presidential Preference Primary (PPP) is held every four years. The next PPP is scheduled for March 2020. In these elections, Missouri law provided that certain costs were shared proportionally with local election authorities when local candidates and issues appeared on the same ballot. 115.123.2 RSMo set a PPP in March without the provision for other local election issues and candidates to appear on the same ballot; because of this, the entire election costs will be borne by the State.

NEW DECISION ITEM

RANK: 10 OF 13

Department Secretary of State	Budget Unit 23154C
Division Elections	
DI Name Election Cost Transfer Increase DI# 1231008	HB Section 12.095
Presidential Preference Primary	

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 total appropriation authority required for the FY16 PPP was \$8,167,119. The total appropriation authority required for the FY12 PPP was \$7,393,946. The percentage increase from FY12 to FY16 was approximately 10.5%. Due to the uncertainty of the rise in cost and also that this amount does not include any funds needed for unscheduled special elections, the SOS is requesting \$5,500,000. (NOTE: \$4,284,000 is being requested for the core due to SB592 implementation).

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	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							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	5,500,000						5,500,000		5,500,000	
Total TRF	5,500,000		0		0		5,500,000		5,500,000	
Grand Total	5,500,000	0.0	0	0.0	0	0.0	5,500,000	0.0	5,500,000	

NEW DECISION ITEM

RANK: 10 OF 13

Department Secretary of State		Budget Unit 23154C	
Division Elections			
DI Name Election Cost Transfer Increase	DI# 1231008	HB Section	12.095
Presidential Preference Primary			
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS
			Gov Rec FED FTE
			Gov Rec OTHER DOLLARS
			Gov Rec OTHER FTE
			Gov Rec TOTAL DOLLARS
			Gov Rec TOTAL FTE
			Gov Rec One-Time DOLLARS
			E
Total PS	0	0.0	0
			0.0
			0
			0
Total EE	0		0
Program Distributions			
Total PSD	0		0
Transfers			
Total TRF	0		0
Grand Total	0	0.0	0
			0.0
			0

NEW DECISION ITEM

RANK: 10 OF 13

Department Secretary of State	Budget Unit <u>23154C</u>
Division Elections	
DI Name Election Cost Transfer Increase DI# 1231008	HB Section <u>12.095</u>
Presidential Preference Primary	

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

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

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

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

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

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION COSTS TRANSFER								
GR transfer into EAIF - PPP - 1231008								
TRANSFERS OUT	0	0.00	0	0.00	5,500,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	5,500,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$5,500,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$5,500,000	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	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION ADMIN IMPROVE TRF								
CORE								
FUND TRANSFERS								
STATE ELECTIONS SUBSIDY	2,591,008	0.00	4,034,443	0.00	0	0.00	0	0.00
TOTAL - TRF	2,591,008	0.00	4,034,443	0.00	0	0.00	0	0.00
TOTAL	2,591,008	0.00	4,034,443	0.00	0	0.00	0	0.00
GRAND TOTAL	\$2,591,008	0.00	\$4,034,443	0.00	\$0	0.00	\$0	0.00

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 ADJUSTMENTS							
Core Reduction	175 T114 TRF	0.00	0	0	(4,034,443)	(4,034,443)	
	NET DEPARTMENT CHANGES	0.00	0	0	(4,034,443)	(4,034,443)	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION ADMIN IMPROVE TRF								
CORE								
TRANSFERS OUT	2,591,008	0.00	4,034,443	0.00	0	0.00	0	0.00
TOTAL - TRF	2,591,008	0.00	4,034,443	0.00	0	0.00	0	0.00
GRAND TOTAL	\$2,591,008	0.00	\$4,034,443	0.00	\$0	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	\$2,591,008	0.00	\$4,034,443	0.00	\$0	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM-SPECIFIC								
STATE ELECTIONS SUBSIDY	809,192	0.00	400,000	0.00	0	0.00	0	0.00
TOTAL - PD	809,192	0.00	400,000	0.00	0	0.00	0	0.00
TOTAL	809,192	0.00	400,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$809,192	0.00	\$400,000	0.00	\$0	0.00	\$0	0.00

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 ADJUSTMENTS							
Core Reduction	40 0787 PD	0.00	0	0	(400,000)	(400,000)	
	NET DEPARTMENT CHANGES	0.00	0	0	(400,000)	(400,000)	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM DISTRIBUTIONS	809,192	0.00	400,000	0.00	0	0.00	0	0.00
TOTAL - PD	809,192	0.00	400,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$809,192	0.00	\$400,000	0.00	\$0	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	\$809,192	0.00	\$400,000	0.00	\$0	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL ELECTION REFORM								
CORE								
EXPENSE & EQUIPMENT								
ELECTION ADMIN IMPROVEMENT	1,918,985	0.00	4,847,820	0.00	7,347,820	0.00	0	0.00
ELECTION IMPROV REVOLVING LOAN	0	0.00	45,010	0.00	45,010	0.00	0	0.00
TOTAL - EE	1,918,985	0.00	4,892,830	0.00	7,392,830	0.00	0	0.00
PROGRAM-SPECIFIC								
ELECTION ADMIN IMPROVEMENT	1,306,397	0.00	9,118,675	0.00	6,618,675	0.00	0	0.00
ELECTION IMPROV REVOLVING LOAN	0	0.00	4,990	0.00	4,990	0.00	0	0.00
TOTAL - PD	1,306,397	0.00	9,123,665	0.00	6,623,665	0.00	0	0.00
TOTAL	3,225,382	0.00	14,016,495	0.00	14,016,495	0.00	0	0.00
Increase Fed EI Reform - PPP - 1231006								
PROGRAM-SPECIFIC								
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	9,384,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	9,384,000	0.00	0	0.00
TOTAL	0	0.00	0	0.00	9,384,000	0.00	0	0.00
GRAND TOTAL	\$3,225,382	0.00	\$14,016,495	0.00	\$23,400,495	0.00	\$0	0.00

CORE DECISION ITEM

Department Secretary of State
Division Elections
Core Federal Election Reform

Budget Unit 23153C
HB Section 12.090

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	3,538,169	3,854,661	7,392,830
PSD	0	3,749,094	2,874,571	6,623,665
TRF	0	0	0	0
Total	0	7,287,263	6,729,232	14,016,495
FTE	0.00	0.00	0.00	0.00

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: Funds originally transferred in from General Revenue

Other Funds:

2. CORE DESCRIPTION

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

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

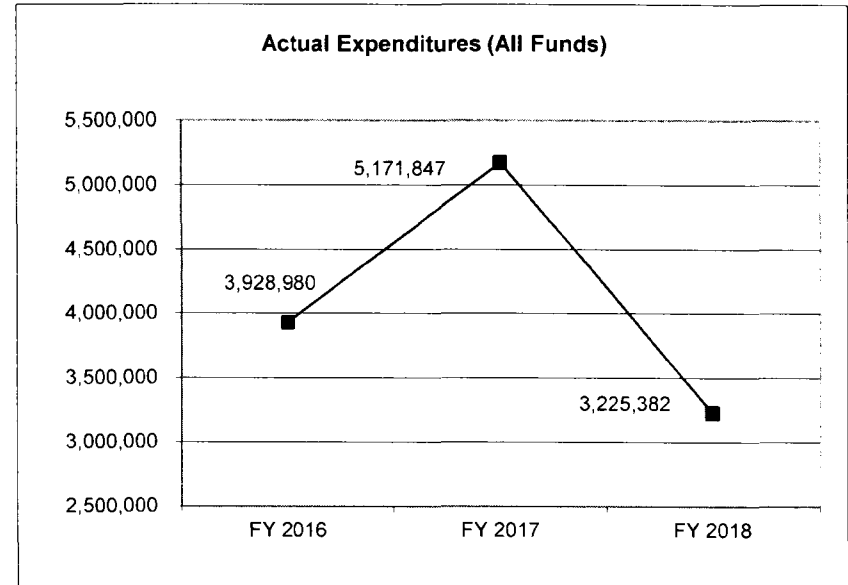
Federal Election Reform

CORE DECISION ITEM

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

4. FINANCIAL HISTORY

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Current Yr.</u>
Appropriation (All Funds)	9,016,495	9,016,495	9,016,495	14,016,495
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	9,016,495	9,016,495	9,016,495	14,016,495
Actual Expenditures (All Funds)	3,928,980	5,171,847	3,225,382	N/A
Unexpended (All Funds)	5,087,515	3,844,648	5,791,113	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	3,949,083	2,123,548	1,989,008	N/A
Other	1,138,432	1,721,100	3,802,105	N/A



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

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

NOTES:

CORE RECONCILIATION

SECRETARY OF STATE
FEDERAL ELECTION REFORM

5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	4,892,830	0	4,892,830	
	PD	0.00	0	9,123,665	0	9,123,665	
	Total	0.00	0	14,016,495	0	14,016,495	
DEPARTMENT CORE ADJUSTMENTS							
Core Reallocation	[#1384] EE	0.00	0	2,500,000	0	2,500,000	
Core Reallocation	[#1384] PD	0.00	0	(2,500,000)	0	(2,500,000)	
NET DEPARTMENT CHANGES		0.00	0	0	0	0	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	7,392,830	0	7,392,830	
	PD	0.00	0	6,623,665	0	6,623,665	
	Total	0.00	0	14,016,495	0	14,016,495	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	7,392,830	0	7,392,830	
	PD	0.00	0	6,623,665	0	6,623,665	
	Total	0.00	0	14,016,495	0	14,016,495	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL ELECTION REFORM								
CORE								
TRAVEL, IN-STATE	728	0.00	4,500	0.00	4,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	5,531	0.00	2,501	0.00	2,501	0.00	0	0.00
FUEL & UTILITIES	0	0.00	12,000	0.00	12,000	0.00	0	0.00
SUPPLIES	3,730	0.00	128,720	0.00	128,720	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	45,205	0.00	4,001	0.00	4,001	0.00	0	0.00
COMMUNICATION SERV & SUPP	114,400	0.00	103,000	0.00	103,000	0.00	0	0.00
PROFESSIONAL SERVICES	60,224	0.00	2,750,100	0.00	5,250,100	0.00	0	0.00
M&R SERVICES	1,581,288	0.00	1,800,000	0.00	1,800,000	0.00	0	0.00
COMPUTER EQUIPMENT	107,408	0.00	50,000	0.00	50,000	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	2	0.00	2	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	300	0.00	38,000	0.00	38,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	3	0.00	3	0.00	0	0.00
MISCELLANEOUS EXPENSES	171	0.00	2	0.00	2	0.00	0	0.00
TOTAL - EE	1,918,985	0.00	4,892,830	0.00	7,392,830	0.00	0	0.00
PROGRAM DISTRIBUTIONS	1,306,397	0.00	9,123,663	0.00	6,623,663	0.00	0	0.00
REFUNDS	0	0.00	2	0.00	2	0.00	0	0.00
TOTAL - PD	1,306,397	0.00	9,123,665	0.00	6,623,665	0.00	0	0.00
GRAND TOTAL	\$3,225,382	0.00	\$14,016,495	0.00	\$14,016,495	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$3,225,382	0.00	\$14,016,495	0.00	\$14,016,495	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.090

Program Name Federal Election Reform

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

1a. What strategic priority does this program address?

Election efficiency and security

1b. What does this program do?

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

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

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

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

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

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

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

This program continues to assist 116 LEA's and over 4.1 million registered voters in the State of Missouri to continue to provide the resources to conduct elections.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.090

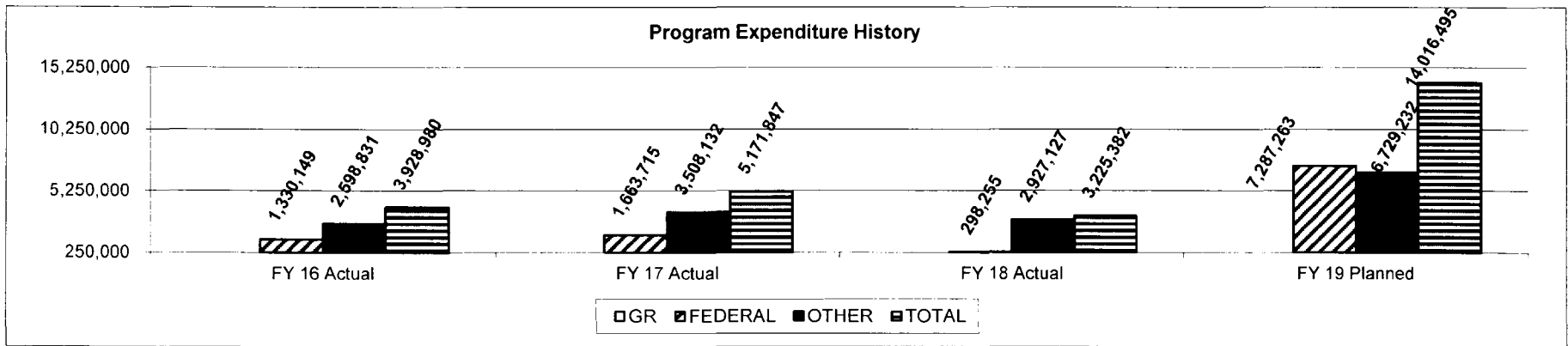
Program Name Federal Election Reform

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

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

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

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



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

Funds originally transferred in from General Revenue

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

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

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

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

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

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

NEW DECISION ITEM
RANK: 11 OF 13

Department Secretary of State **Budget Unit** 23153C
Division Elections
DI Name Increase Federal Election Reform **DI#**1231006 **HB Section** 12.090
 Presidential Preference Primary

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	0
EE	0	0	0	0	0
PSD	0	9,384,000	0	9,384,000	
TRF	0	0	0	0	0
Total	0	9,384,000	0	9,384,000	

FTE 0.00 0.00 0.00 0.00

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

Other Funds:

	FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	0
EE	0	0	0	0	0
PSD	0	0	0	0	0
TRF	0	0	0	0	0
Total	0	0	0	0	0

FTE 0.00 0.00 0.00 0.00

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

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> New Legislation | <input type="checkbox"/> New Program | <input type="checkbox"/> Fund Switch |
| <input type="checkbox"/> Federal Mandate | <input type="checkbox"/> Program Expansion | <input type="checkbox"/> Cost to Continue |
| <input type="checkbox"/> GR Pick-Up | <input type="checkbox"/> Space Request | <input type="checkbox"/> Equipment Replacement |
| <input type="checkbox"/> Pay Plan | <input checked="" type="checkbox"/> Other: RSMo 115.077 | |

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

SB 592 eliminated the Elections Subsidy Fund from which special elections were being paid. As of January 1, 2019, all special elections will be paid from the Elections Administration Improvement Fund. The presidential preference primary is scheduled to be held in March, 2020. This NDI is for the anticipated increase in appropriation authority needed to reimburse the local election authorities for the cost of that election.

NEW DECISION ITEM

RANK: 11 OF 13

Department Secretary of State	Budget Unit 23153C
Division Elections	
DI Name Increase Federal Election Reform DI# 1231006	HB Section 12.090
Presidential Preference Primary	

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 new decision item for the GR transfer into the Election Administration Improvement Fund is \$4,284,000. The new decision item for the GR transfer into the Election Administration Improvement Fund for the presidential preference primary is \$5,500,000. The SOS believes there is existing appropriation for the difference in the current Federal Election Reform core to make up the difference required.

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	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							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			9,384,000				9,384,000		9,384,000	
Total PSD	0		9,384,000		0		9,384,000		9,384,000	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	9,384,000	0.0	0	0.0	9,384,000	0.0	9,384,000	

NEW DECISION ITEM

RANK: 11 OF 13

Department Secretary of State	Budget Unit <u>23153C</u>
Division Elections	
DI Name Increase Federal Election Reform <u>DI#1231006</u>	HB Section <u>12.090</u>
Presidential Preference Primary	

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
							0			
							0			
							0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							0			
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM

RANK: 11 OF 13

Department Secretary of State

Budget Unit 23153C

Division Elections

DI Name Increase Federal Election Reform **DI#** 1231006

HB Section 12.090

Presidential Preference Primary

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

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

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

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

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

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL ELECTION REFORM								
Increase Fed EI Reform - PPP - 1231006								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	9,384,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	9,384,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$9,384,000	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	\$9,384,000	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
FEDERAL GRANTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE RECORDS-FED	17,121	0.00	2,915	0.00	2,915	0.00	0	0.00	
TOTAL - EE	17,121	0.00	2,915	0.00	2,915	0.00	0	0.00	
PROGRAM-SPECIFIC									
SECRETARY OF STATE RECORDS-FED	0	0.00	47,085	0.00	47,085	0.00	0	0.00	
TOTAL - PD	0	0.00	47,085	0.00	47,085	0.00	0	0.00	
TOTAL	17,121	0.00	50,000	0.00	50,000	0.00	0	0.00	
GRAND TOTAL	\$17,121	0.00	\$50,000	0.00	\$50,000	0.00	\$0	0.00	

**RECORDS SERVICES
PROGRAMS**

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Records and Archives	HB Section	12.110
Core	Federal Grants		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	2,915	0	2,915	EE	0	0	0	0
PSD	0	47,085	0	47,085	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	50,000	0	50,000	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.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

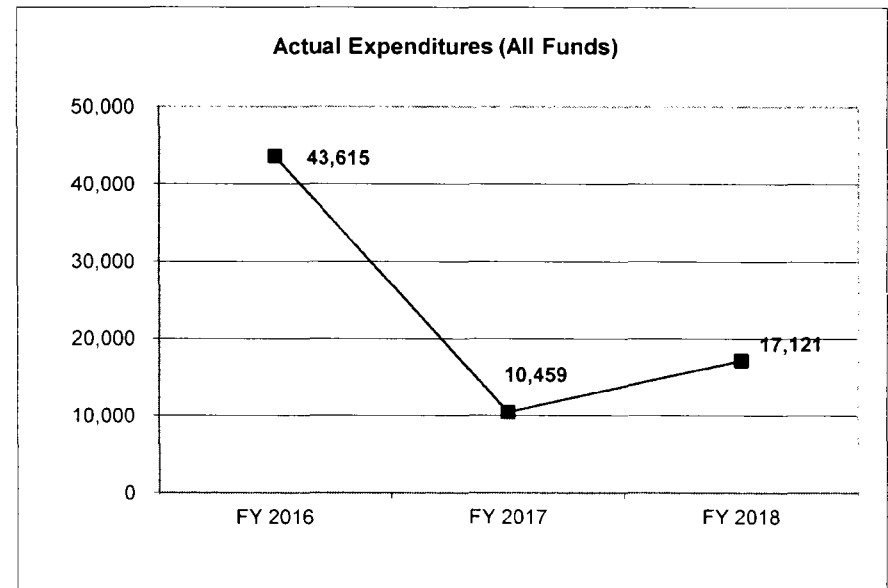
Missouri Historical Records Advisory Board (MHRAB)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Records and Archives	HB Section	12.110
Core	Federal Grants		

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	43,615	10,459	17,121	N/A
Unexpended (All Funds)	6,385	39,541	32,879	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	6,385	39,541	32,879	N/A
Other	0	0	0	N/A



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

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

NOTES:

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
FEDERAL GRANTS**

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL GRANTS								
CORE								
TRAVEL, IN-STATE	3,215	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
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	9,269	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	1,752	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	385	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	341	0.00	341	0.00	0	0.00
TOTAL - EE	17,121	0.00	2,915	0.00	2,915	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	47,084	0.00	47,084	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	0	0.00	47,085	0.00	47,085	0.00	0	0.00
GRAND TOTAL	\$17,121	0.00	\$50,000	0.00	\$50,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$17,121	0.00	\$50,000	0.00	\$50,000	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.110

Program Name Records and Archives

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

1a. What strategic priority does this program address?

1b. What does this program do?

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

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

From FY15-FY18, the MHRAB and State of Missouri, with financial assistance from the National Historical Publications and Records Commission (NHPRC), have provided both professional development and public workshops with an archival focus at venues across the state. Topics have included records digitization, electronic records management, disaster preparedness, reference services and oral history. Total attendance at the 31 workshop offerings was 540.

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

Many individuals attended more than one of the workshops, in some cases attending each of the four topics.

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

Since FY15, the MHRAB has provided workshops for 540 individuals from colleges/universities, historical societies, genealogical societies, local/state government, museums and religious organizations, as well as the general public.

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

Five hundred forty (or eighty-three percent) of the 650 available seats in these 31 workshops were filled. Workshop attendance in urban areas tended to be higher.

PROGRAM DESCRIPTION

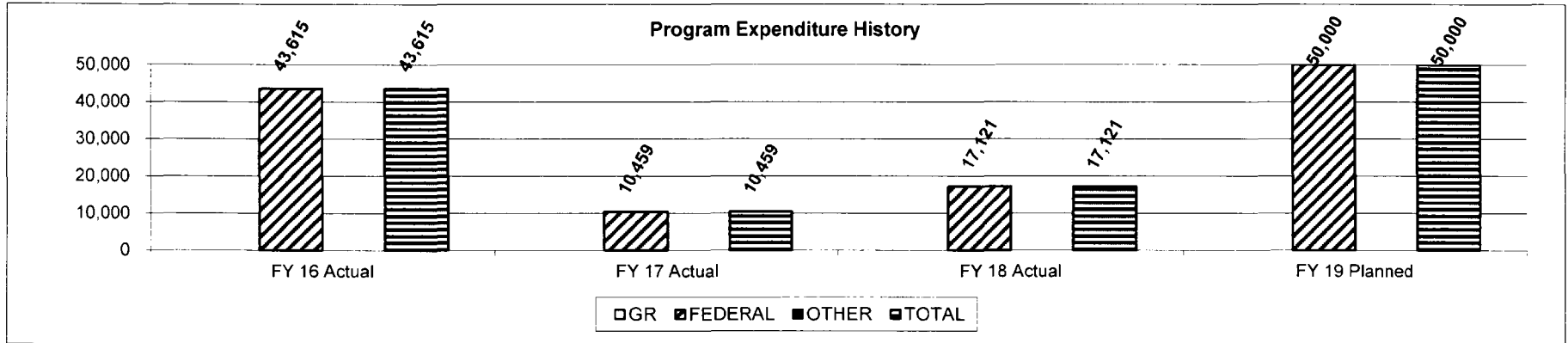
Department Secretary of State

HB Section(s): 12.110

Program Name Records and Archives

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

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



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

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

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

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

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

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

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

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM-SPECIFIC								
LOCAL RECORDS PRESERVATION	108,759	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	108,759	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL	108,759	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	\$108,759	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 and Archives	HB Section	12.115
Core	Local Records Grants		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 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	400,000	400,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	400,000	400,000	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.

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

Other Funds: Local Records Preservation (0577)

Other Funds:

2. CORE DESCRIPTION

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

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

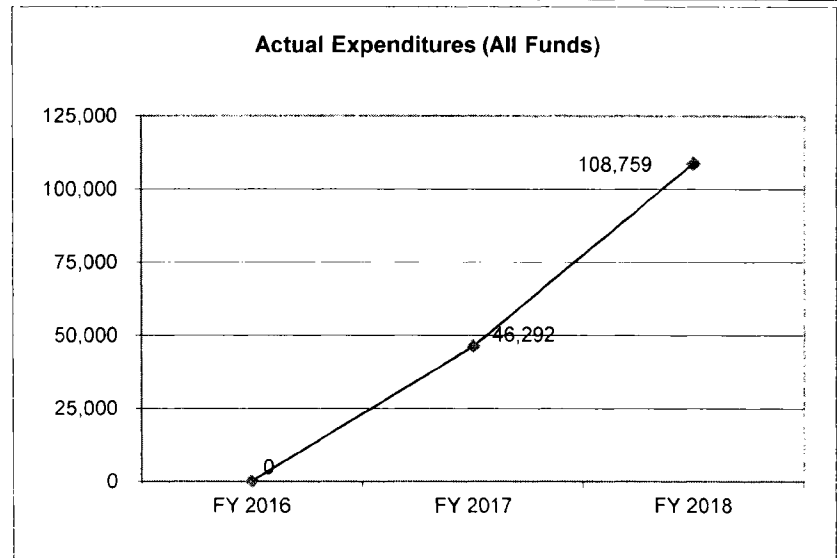
Local Records Preservation Grants

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23160C
Division	Records and Archives	HB Section	12.115
Core	Local Records Grants		

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 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	46,292	108,759	N/A
Unexpended (All Funds)	400,000	353,708	291,241	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	400,000	353,708	291,241	N/A



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

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

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LOCAL RECORDS GRANTS

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	108,759	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	108,759	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	\$108,759	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	\$108,759	0.00	\$400,000	0.00	\$400,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.115

Program Name Records and Archives

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

1a. What strategic priority does this program address?

1b. 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.

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

The Local Records Preservation Grant Program has funded 1,073 grants. These include 441 grants to 101 counties, 329 grants to 155 cities, 277 grants to 163 school districts, and an additional 26 grants were awarded to fire districts, water districts and other local government agencies. This total includes an emergency grant made to Carter County to recover/stabilize records immersed in the courthouse flood of April 2017.

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

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

The grant program provides funding, primarily, for reformatting records and improved storage. Through the program, local government records are imaged, and storage microfilm is created for storage in the Records and Archives Division microfilm vault. This is a best practice for preservation and disaster preparedness. Through FY18, 21,981 rolls of microfilm have been produced through the grant program. These rolls contain approximately 32 million pages of local government records.

PROGRAM DESCRIPTION

Department Secretary of State

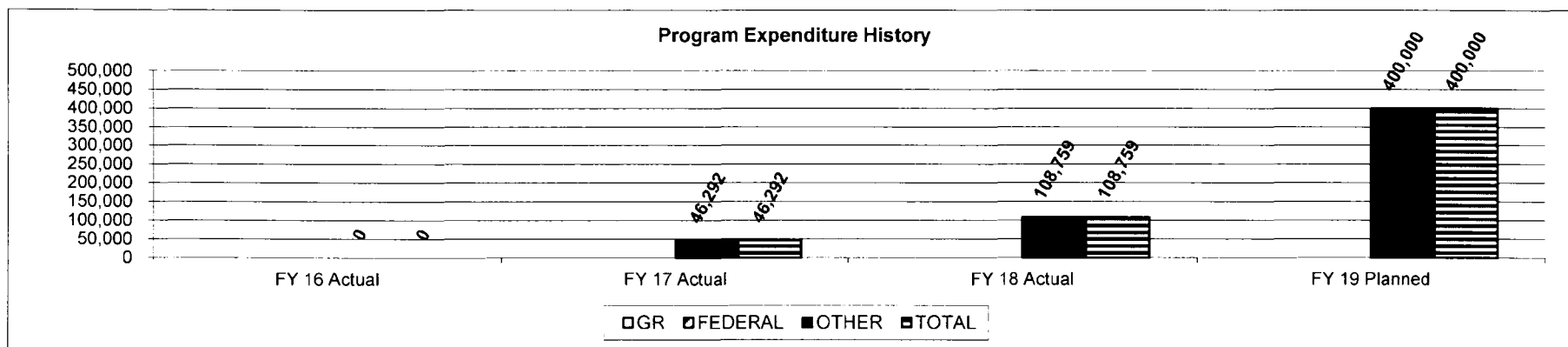
HB Section(s): 12.115

Program Name Records and Archives

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

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

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



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

Local Records Preservation Fund (0577)

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

RSMO 59.319, 109.220

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

No

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

No

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
DOCUMENT PRESERVATION								
CORE								
EXPENSE & EQUIPMENT								
STATE DOCUMENT PRESERVATION	0	0.00	2,000	0.00	2,000	0.00	0	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00
PROGRAM-SPECIFIC								
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	0	0.00	0	0.00
STATE DOCUMENT PRESERVATION	0	0.00	23,000	0.00	23,000	0.00	0	0.00
TOTAL - PD	0	0.00	23,001	0.00	23,000	0.00	0	0.00
TOTAL	0	0.00	25,001	0.00	25,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$25,001	0.00	\$25,000	0.00	\$0	0.00

CORE DECISION ITEM

Department Secretary of State
Division Records and Archives
Core Document Preservation

Budget Unit 23157C
HB Section 12.120

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	2,000	2,000
PSD	0	0	23,000	23,000
TRF	0	0	0	0
Total	0	0	25,000	25,000
FTE	0.00	0.00	0.00	0.00

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: Document Preservation Fund (0836)

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)

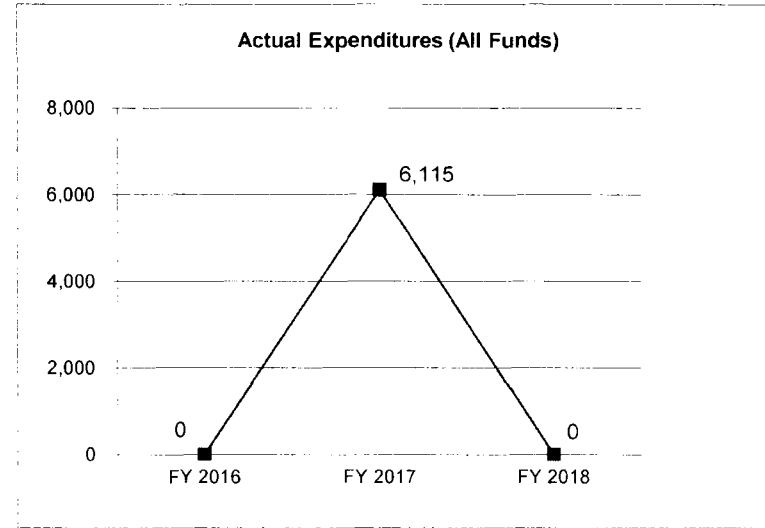
Document Preservation Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23157C
Division	Records and Archives	HB Section	12.120
Core	Document Preservation		

4. FINANCIAL HISTORY

	<u>FY 2016 Actual</u>	<u>FY 2017 Actual</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Current Yr.</u>
Appropriation (All Funds)	25,000	25,000	25,000	25,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	25,000	25,000	25,000	N/A
Actual Expenditures (All Funds)	0	6,115	0	N/A
Unexpended (All Funds)	25,000	18,885	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	25,000	18,885	25,000	N/A



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

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

NOTES:

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23157C
Division	Records and Archives	HB Section	12.120
Core	Missouri State Archives-St. Louis Center		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 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	0	0	0	0	TRF	0	0	0	0
Total	0	0	0	0	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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: 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. The current cash balance in this fund is \$2,478. The Secretary of State is requesting the core be reduced to \$0.00. Should donations be received to fund the construction of the St. Louis Archives Center, a new decision item would be completed at that time.

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

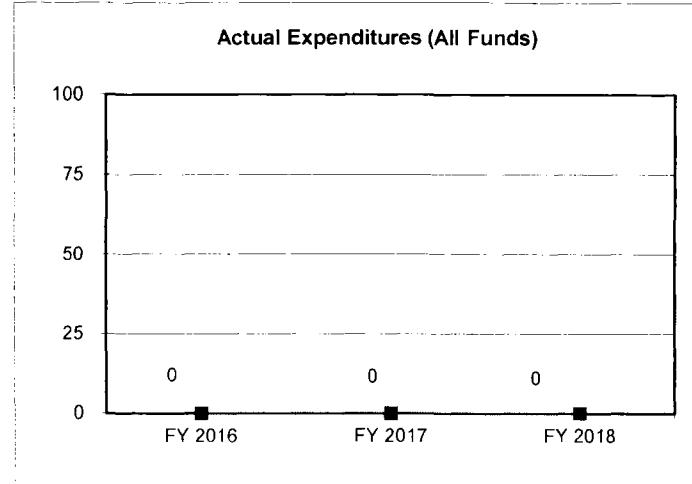
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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23157C
Division	Records and Archives	HB Section	12.120
Core	Missouri State Archives-St. Louis Center		

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	1	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (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 the statutory three-percent reserve amount (when applicable).

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

NOTES:

CORE RECONCILIATION

SECRETARY OF STATE
DOCUMENT PRESERVATION

5. CORE RECONCILIATION

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	Total	0.00	0	0	25,001	25,001	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	[#1447] PD	0.00	0	0	(1)	(1)	
NET DEPARTMENT CHANGES		0.00	0	0	(1)	(1)	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	0.00	0	0	25,000	25,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,000	23,000	
	Total	0.00	0	0	25,000	25,000	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
DOCUMENT PRESERVATION								
CORE								
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	1,000	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	0	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	23,000	0.00	22,999	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	0	0.00	23,001	0.00	23,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$25,001	0.00	\$25,000	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	\$25,001	0.00	\$25,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.120

Program Name Records and Archives

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

1a. What strategic priority does this program address?

1b. 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.

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

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to almost none from 2009 to the present. More recent preservation and access projects include records for the Missouri Supreme Court, Union Veterans Home, and early Land Sales. In FY17, the photographic prints of Missouri's first state photographer, Gerald R. Massie (1911-1989), were digitized with funds from the document preservation fund for easier access.

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

See 2a and 2c.

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

In FY18, the Missouri State Archives website received 32,140,899 hits.

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.120

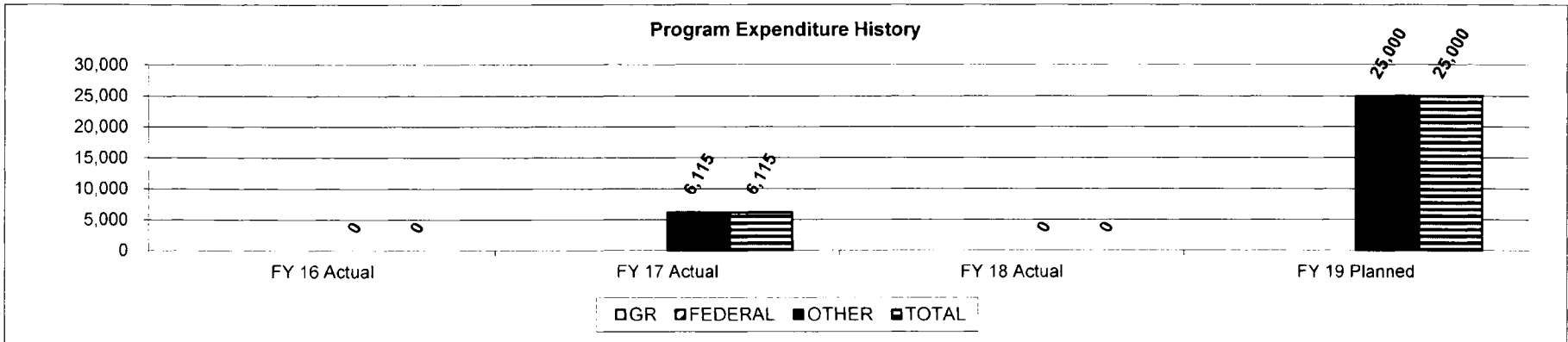
Program Name Records and Archives

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

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

The Missouri State Archives has been recognized by Family Tree Magazine for 15 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

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



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

Document Preservation (0836)

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

RSMo 109.005

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

No

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

No

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.120

Program Name Records and Archives

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

1a. What strategic priority does this program address?

1b. 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.

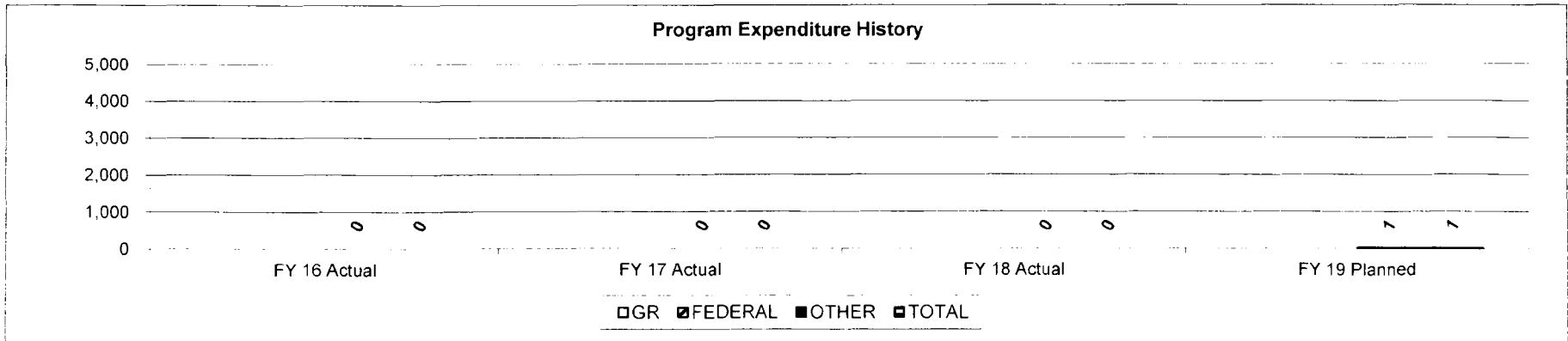
2a. Provide an activity measure(s) for the program.

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

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

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

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



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.120

Program Name Records and Archives

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

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

Missouri State Archives Trust (0770)

5. 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.

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

No

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

No

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
STATE AID FOR PUBLIC LIBRARY									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	2,323,776	0.00	2,323,776	0.00	2,323,776	0.00	0	0.00	
TOTAL - PD	2,323,776	0.00	2,323,776	0.00	2,323,776	0.00	0	0.00	
TOTAL	2,323,776	0.00	2,323,776	0.00	2,323,776	0.00	0	0.00	
Increase State Aid - 1231003									
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	0	0.00	1,180,225	0.00	0	0.00	
TOTAL - PD	0	0.00	0	0.00	1,180,225	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	1,180,225	0.00	0	0.00	
GRAND TOTAL	\$2,323,776	0.00	\$2,323,776	0.00	\$3,504,001	0.00	\$0	0.00	

LIBRARY SERVICES

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core	State Aid for Public Libraries	HB Section	12.125

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,323,776	0	0	2,323,776
TRF	0	0	0	0
Total	2,323,776	0	0	2,323,776
FTE	0.00	0.00	0.00	0.00

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

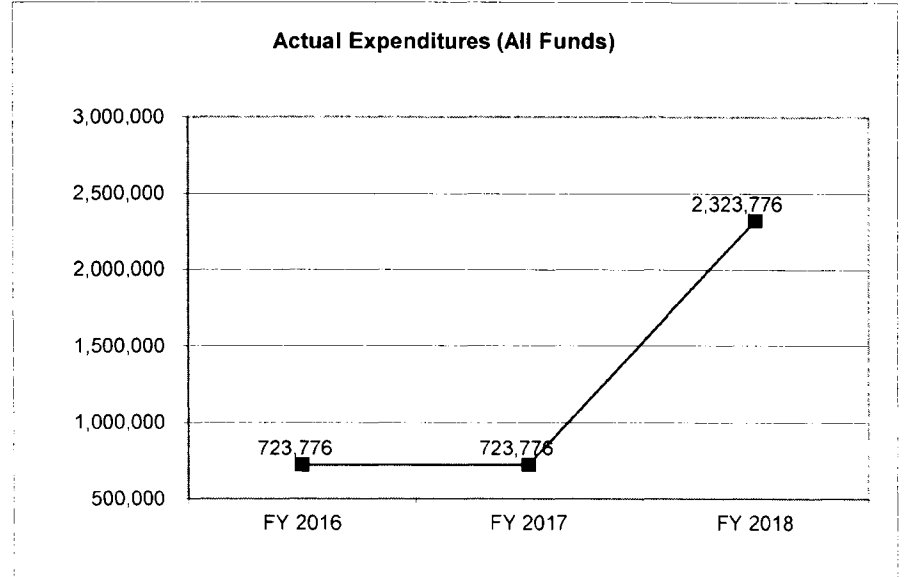
State Aid to Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core	State Aid for Public Libraries	HB Section	12.125

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	723,776	2,723,776	2,323,776	2,323,776
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	723,776	2,723,776	2,323,776	N/A
Actual Expenditures (All Funds)	723,776	723,776	2,323,776	N/A
Unexpended (All Funds)	0	2,000,000	0	N/A
Unexpended, by Fund:				
General Revenue	0	2,000,000	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

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

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
STATE AID FOR PUBLIC LIBRARY

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES	PD	0.00	2,323,776	0	0	2,323,776	
	Total	0.00	2,323,776	0	0	2,323,776	
DEPARTMENT CORE REQUEST	PD	0.00	2,323,776	0	0	2,323,776	
	Total	0.00	2,323,776	0	0	2,323,776	
GOVERNOR'S RECOMMENDED CORE	PD	0.00	2,323,776	0	0	2,323,776	
	Total	0.00	2,323,776	0	0	2,323,776	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	2,323,776	0.00	2,323,776	0.00	2,323,776	0.00	0	0.00
TOTAL - PD	2,323,776	0.00	2,323,776	0.00	2,323,776	0.00	0	0.00
GRAND TOTAL	\$2,323,776	0.00	\$2,323,776	0.00	\$2,323,776	0.00	\$0	0.00
GENERAL REVENUE	\$2,323,776	0.00	\$2,323,776	0.00	\$2,323,776	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

HB Section(s): _____ 12.125

Program Name State Aid for Public Libraries

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

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

Population Served:

	2015	2016	2017
Eligible library districts	166	166	160
Population	5,476,144	5,476,272	5,476,272

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

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

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

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

	2015	2016	2017
Number of Missourians with a library card, from statistical report	3,321,104	3,272,652	3,229,988
Percent of population of library districts	60.64%	59.76%	58.96%
Total materials borrowed from libraries	54,844,567	57,649,456	58,600,906

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

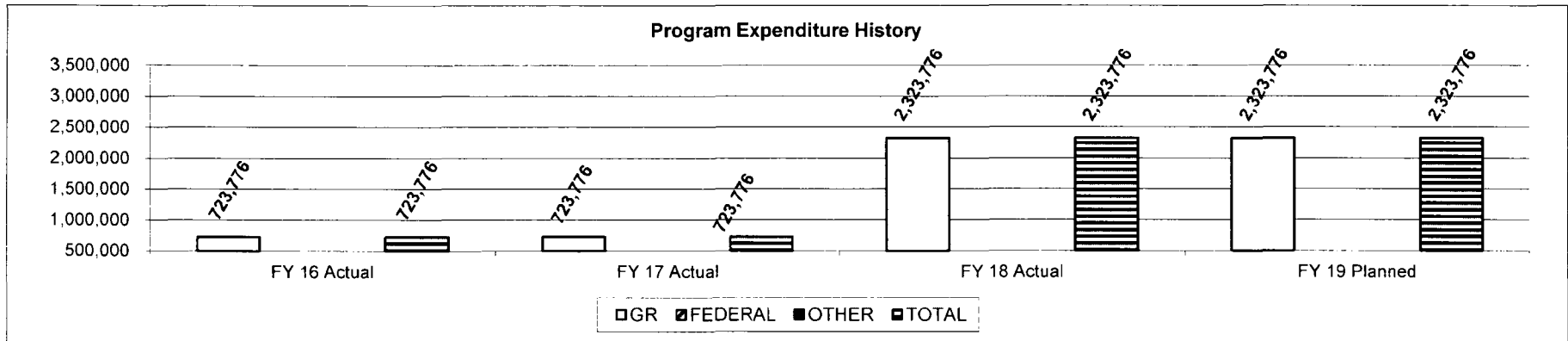
HB Section(s): 12.125

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

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

	2015	2016	2017
Uses of Library-provided Computers	6,048,088	5,397,549	4,892,513
Wireless Sessions at Libraries	2,146,280	5,432,657	5,100,815

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



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

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

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

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

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

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

No

NEW DECISION ITEM

RANK: 8 OF 13

Department: Missouri State Library
Division: Library Development
DI Name: State Aid for Public Libraries **DI#**1231003

Budget Unit 23515C
HB Section 12.125

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	1,180,225	0	0	1,180,225	
TRF	0	0	0	0	
Total	1,180,225	0	0	1,180,225	
FTE	0.00	0.00	0.00	0.00	

	FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	
FTE	0.00	0.00	0.00	0.00	

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

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

Other Funds:

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

NEW DECISION ITEM

RANK: 8 OF 13

Department: Missouri State Library Budget Unit 23515C
Division: Library Development
DI Name: State Aid for Public Libraries DI# 1231003 HB Section 12.125

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 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 equal to ten cents per \$100 of assessed valuation are eligible to receive State Aid. The average local tax rate for library service is set at \$.20.

Missouri's public libraries are undergoing major changes to provide library services in new ways that take advantage of the opportunities offered by ever-improving technologies. Most public libraries now provide access to e-books, and some offer new technologies such as 3-D printers. In many small communities, public libraries provide the only no cost high speed Internet access, heavily used by people completing online classes, researching business opportunities or filing their tax forms. While Missouri has only 35 career centers, there are 363 library facilities for people who need help writing resumes and filling out job application forms. For children, public libraries support early literacy and education through storytimes, summer reading programs, and help with homework. Students may be given a tablet or laptop for use in school, but not have the internet access at home to complete their work; these students often use the public library for their homework. Public libraries are heavily engaged in sharing their resources in support of statewide requests for library materials, but local services have to be strong enough to contribute their share. In FY18, there were 917,788 items exchanged through Missouri's public library courier service to meet requests from users of 122 library districts.

While public libraries in Missouri are funded primarily through property taxes, this program helps to bridge local variations in funding due to differences in local property valuations and voted tax rates. These funds are particularly critical in small and rural communities with lower assessed tax valuations. State aid funds are used for computer technology or other equipment, Internet connectivity, print and digital resources, and library staff.

State aid applications are submitted annually for review and certification by the State Librarian. Once approved, local library boards of trustees decide the allocation of these funds according to the highest local needs and priorities.

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.)

In FY2015, all but \$723,776 of the State Aid for Libraries appropriation was withheld until April 2015 when it was then fully released. For FY2016, the State Aid for Libraries appropriation was decreased from \$3,504,001 to \$723,776 due to the state's financial situation. As a result, libraries had to cut hours, staff, programming, and print and digital materials budgets while delaying technology upgrades that are critical in meeting user needs and expectations. In FY2018, \$2,323,776 was appropriated, but still short of FY2015 levels. The increase of \$1,180,225 will enable public libraries to receive .50 per capita instead of the .38 per capita rate, and provide funds for Equalization grants to city/county, urban public, county or consolidated districts that meet specific criteria as 'poor' in comparison to other library districts in the state.

NEW DECISION ITEM
RANK: 8 OF 13

Department: Missouri State Library **Budget Unit** 23515C
Division: Library Development
DI Name: State Aid for Public Libraries **DI#**1231003 **HB Section** 12.125

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

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
							0			
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	1,180,225						1,180,225			
Total PSD	1,180,225		0		0		1,180,225		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	1,180,225	0.0	0	0.0	0	0.0	1,180,225	0.0	0	

NEW DECISION ITEM

RANK: 8 OF 13

Department: Missouri State Library	Budget Unit: 23515C
Division: Library Development	
DI Name: State Aid for Public Libraries	DI#: 1231003
	HB Section: 12.125

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total EE	0		0		0		0		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers							0			
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0	

NEW DECISION ITEM

RANK: 8 OF 13

Department: Missouri State Library

Budget Unit 23515C

Division: Library Development

DI Name: State Aid for Public Libraries **DI#**1231003

HB Section 12.125

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

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

2017	
Eligible Library Districts	160
Population Served	5,476,272

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

2017	
Missourians with a library card	3,229,998
Materials borrowed	58,600,906
Public library visits	26,134,084
Virtual visits	19,142,749
Total visits	45,276,833

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

Individual libraries survey their users on satisfaction with services

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

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

2017	
Uses of library-provided computers	4,892,513
Wireless sessions at Libraries	5,100,815

Public libraries provide programming to meet local community needs.

2017	
Library program attendance, all ages	2,558,202
Library programs provided	107,343
Summer reading program participants, children and teens	184,149

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

A 2013 Pew Internet Report on How Americans Value Public Libraries in Their Communities showed that Americans strongly value the role of public libraries in their communities, both for providing access to materials and resources, and for promoting literacy and improving the overall quality of life. In order to assist libraries in maintaining relevance in their communities, the Missouri State Library will continue to provide leadership and training in the transformation of libraries and library services to better meet the current needs and expectations of Missourians. This training is provided predominantly through federal funds. Library staff give consistently high ratings to training provided, whether in person or online.

2017	
Training sessions	150
Attendance	4,054

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
STATE AID FOR PUBLIC LIBRARY								
Increase State Aid - 1231003								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	1,180,225	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	1,180,225	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1,180,225	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,180,225	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	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
REAL									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
TOTAL	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
Increase REAL - 1231004									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	1,109,250	0.00	0	0.00	
TOTAL - EE	0	0.00	0	0.00	1,109,250	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	1,109,250	0.00	0	0.00	
GRAND TOTAL	\$2,000,000	0.00	\$2,000,000	0.00	\$3,109,250	0.00	\$0	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23520C
Division	Library Services		
Core	REAL Program	HB Section	12.130

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	2,000,000	0	0	2,000,000
PSD	0	0	0	0
TRF	0	0	0	0
Total	2,000,000	0	0	2,000,000
FTE	0.00	0.00	0.00	0.00

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds:

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)

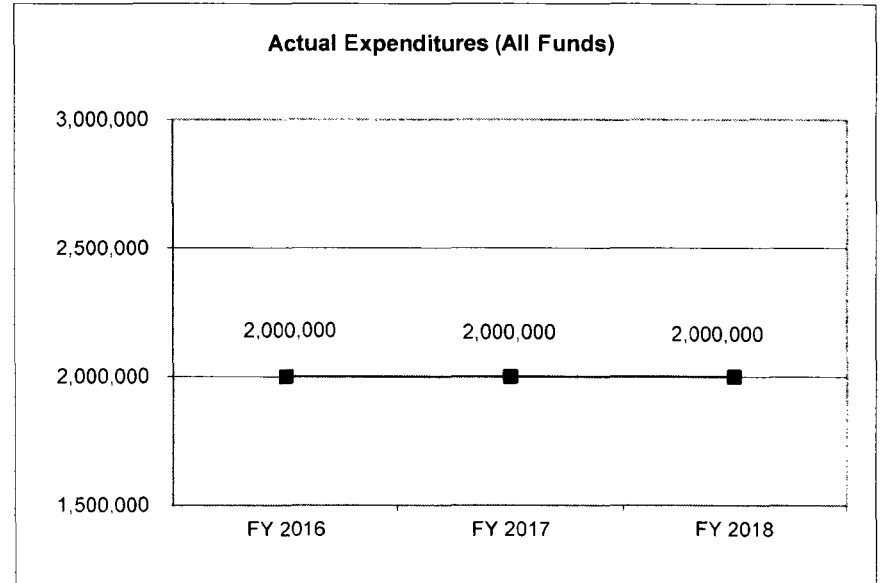
Remote Electronic Access for Libraries (REAL) Program

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23520C
Division	Library Services	HB Section	12.130
Core	REAL Program		

4. FINANCIAL HISTORY

	<u>FY 2016</u> <u>Actual</u>	<u>FY 2017</u> <u>Actual</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Current Yr.</u>
Appropriation (All Funds)	2,000,000	2,750,000	2,000,000	2,000,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	2,000,000	2,750,000	2,000,000	N/A
Actual Expenditures (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Unexpended (All Funds)	0	750,000	0	N/A
Unexpended, by Fund:				
General Revenue	0	750,000	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

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

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
REAL

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REAL								
CORE								
PROFESSIONAL SERVICES	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - EE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
GRAND TOTAL	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$0	0.00
GENERAL REVENUE	\$2,000,000	0.00	\$2,000,000	0.00	\$2,000,000	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

HB Section(s): _____ 12.130

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

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

To meet the ongoing demand for Internet access to serve their local communities, the three-year average bandwidth growth across all REAL Program participating library connections is nearly 29.4%. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, no REAL participating library connection meets the ALA recommendations.

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

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

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): _____ 12.130

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

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

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

	FY 2014 ¹	FY 2015 ²	FY 2016 ³	FY 2017 ⁴	FY2018	Projected FY 2019	Projected FY 2020
Number of libraries participating	132	120	119	116	121	123	125
Total eligible	146	146	148	150	151	151	151
Percent of eligible library districts	90.4%	82.2%	80.4%	77.3%	80.1%	81.5%	82.8%

¹ In FY14, McDonald County cancelled all services. Fisk Community Library was no longer eligible and Jackson Public Library merged with a regional system.

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

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

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

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

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

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Projected FY 2019	Projected FY 2020
Percent satisfied with help desk service	98.0%	98.0%	98.0%	97.0%	97.2%	98.0%	98.0%

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

Electronic Resource Usage

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

PROGRAM DESCRIPTION

Department: Secretary of State

HB Section(s): 12.130

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

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

Electronic Resources Usage

	FY 2014	FY 2015	FY 2016*	FY 2017	FY 2018**	Proj FY 2019	Proj FY 2020
General Periodical/K-12 Reference Searches	85,192,526	80,189,697	68,279,525	65,830,663	95,384,219	98,245,746	101,193,118

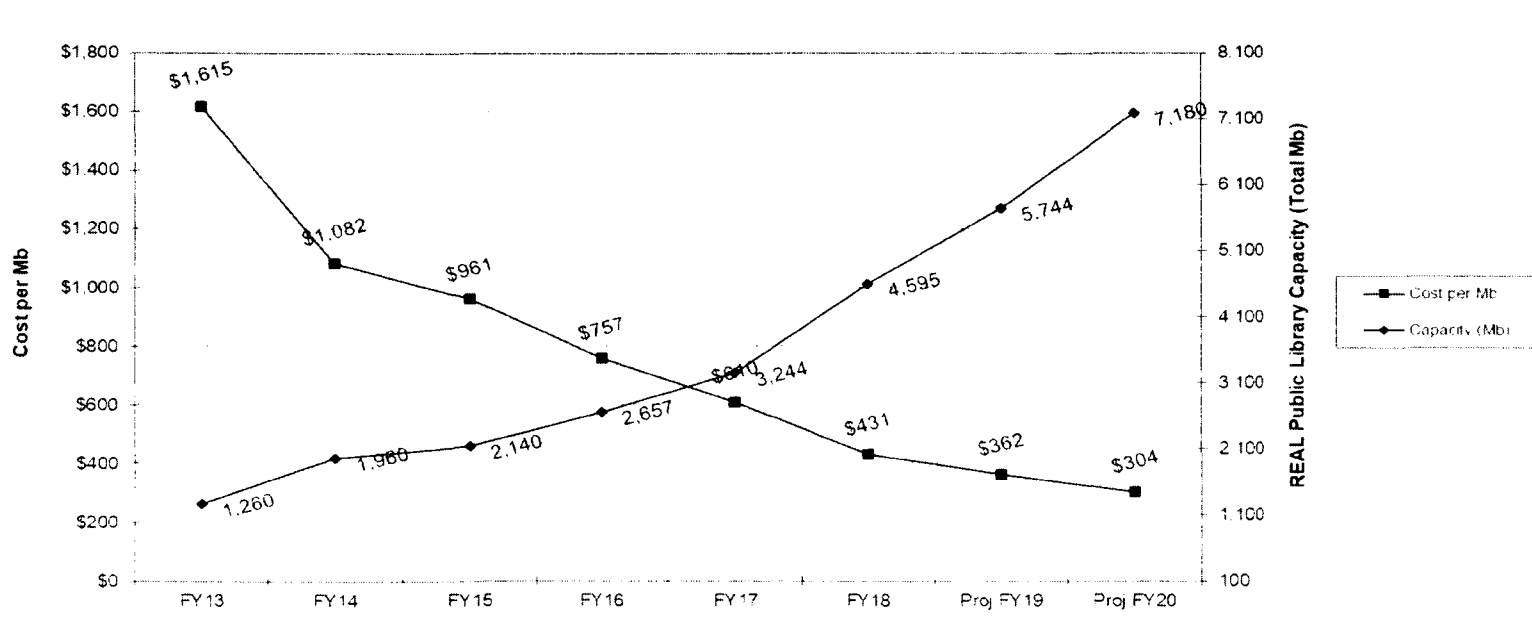
*Note in FY2016 the subscription to Gale Discovering Collection was canceled due to budget constraints.

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

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

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

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



PROGRAM DESCRIPTION

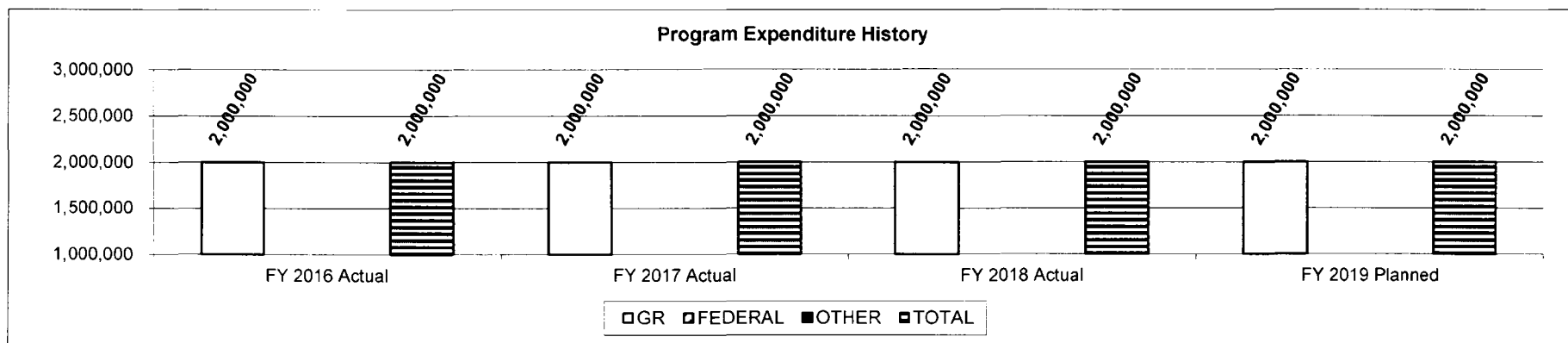
Department: Secretary of State

HB Section(s): _____ 12.130

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

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

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



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

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

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

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

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

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

No

NEW DECISION ITEM
RANK: 9 OF 13

Department: Secretary of State **Budget Unit:** 23520C
Division: Library Development
DI Name: REAL Program **DI#:** 1231004 **HB Section:** 12.130

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E		FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total			GR	Federal	Other	Total	
PS	0	0	0	0		PS	0	0	0	0	
EE	1,109,250	0	0	1,109,250		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	1,109,250	0	0	1,109,250		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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: _____ Other Funds: _____

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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

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

NEW DECISION ITEM			
RANK:	<u>9</u>	OF	<u>13</u>
Department: Secretary of State		Budget Unit	<u>23520C</u>
Division: Library Development			
DI Name: REAL Program	<u>DI#1231004</u>	HB Section	<u>12.130</u>

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

Due to the budget withholds in FY2015 and cuts in FY2016, public libraries have become at risk in being able to address the technology needs of the communities they serve. In order to stay abreast with technology, some public libraries have had to cut hours, staff, or programming which is also detrimental to meeting the educational, cultural, workforce, personal and social development needs of Missourians, particularly patrons with difficulty using the library and underserved rural and urban areas. Growth in bandwidth for public libraries slowed from an approximate 25% annual growth to only 6% during state fiscal year 2015. The need for growth is still present, but financially the libraries cannot afford to do so without the assurances of stable funding support from the State. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, no REAL Program participating library meets the ALA recommendations.

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.

- Funding is sought to restore full funding of databases that supports K-12 and general population needs, including resources for health and workforce development.

- Funding is sought to expand the workforce development resource to include computer skill development assistance.

- Finally, funding is sought to add a PK through Grade 3 resource. Children who enter school ready to meet academic, social and emotional demands are more likely to achieve success in academics and in life. Research also shows that children through Grade 3 are learning to read and by Grade 4, they need to be reading to learn. The resource will foster early literacy skill development as well as encourage reading skill development in older children. This resource should aid in Missouri reaching the Top 10 by 20, Goal 2 set by the Missouri Department of Elementary and Secondary Education. This goal states that all Missouri children will enter kindergarten prepared to be successful in school.

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

NEW DECISION ITEM
RANK: 9 OF 13

Department: Secretary of State **Budget Unit** 23520C
Division: Library Development
DI Name: REAL Program **DI#**1231004 **HB Section** 12.130

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

Approximately \$350,000 would be used to restore funding in support of updating the public library technology infrastructure, including increased bandwidth and network support and management. Approximately \$400,000 would be used to restore funding to the databases that support K-12 and general population needs and \$359,250 to add a resource that supports workforce development for adults, and a resource to support early literacy and reading skill development in children, PK-Grade 3.

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

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

NEW DECISION ITEM
RANK: 9 OF 13

Department: Secretary of State **Budget Unit:** 23520C
Division: Library Development
DI Name: REAL Program **DI#**1231004 **HB Section:** 12.130

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							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							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 activity measure(s) for the program.

Number of clients/individuals served:

	FY2017	FY2018	Projected FY2019	Projected FY2020
Participating Libraries	116	121	123	125
Total Eligible	150	151	151	151
Percentage	77.33%	80.13%	81.46%	82.78%

NEW DECISION ITEM			
RANK:	<u>9</u>	OF	<u>13</u>
Department: Secretary of State		Budget Unit	<u>23520C</u>
Division: Library Development			
DI Name: REAL Program	<u>DI#1231004</u>	HB Section	<u>12.130</u>

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

All participants contacting the support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in five areas: Staff Knowledge, Effectiveness of Solution, Timeliness of Resolution, Staff Communication, and Courteous Service. Responses across all public library participants, types of assistance and areas of performance show that 98% of survey respondents

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

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

Usage statistics on statewide electronic resources will be tracked.

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

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

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

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REAL								
Increase REAL - 1231004								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,109,250	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	1,109,250	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1,109,250	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,109,250	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

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
EXPENSE & EQUIPMENT								
SEC OF STATE-FEDERAL FUNDS	768,403	0.00	831,508	0.00	831,508	0.00	0	0.00
TOTAL - EE	768,403	0.00	831,508	0.00	831,508	0.00	0	0.00
PROGRAM-SPECIFIC								
SEC OF STATE-FEDERAL FUNDS	1,904,786	0.00	3,293,492	0.00	3,293,492	0.00	0	0.00
TOTAL - PD	1,904,786	0.00	3,293,492	0.00	3,293,492	0.00	0	0.00
TOTAL	2,673,189	0.00	4,125,000	0.00	4,125,000	0.00	0	0.00
GRAND TOTAL	\$2,673,189	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	HB Section	12.135
Core	Federal Aid to Public Libraries		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request					FY 2020 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	831,508	0	831,508	EE	0	0	0	0
PSD	0	3,293,492	0	3,293,492	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	4,125,000	0	4,125,000	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.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

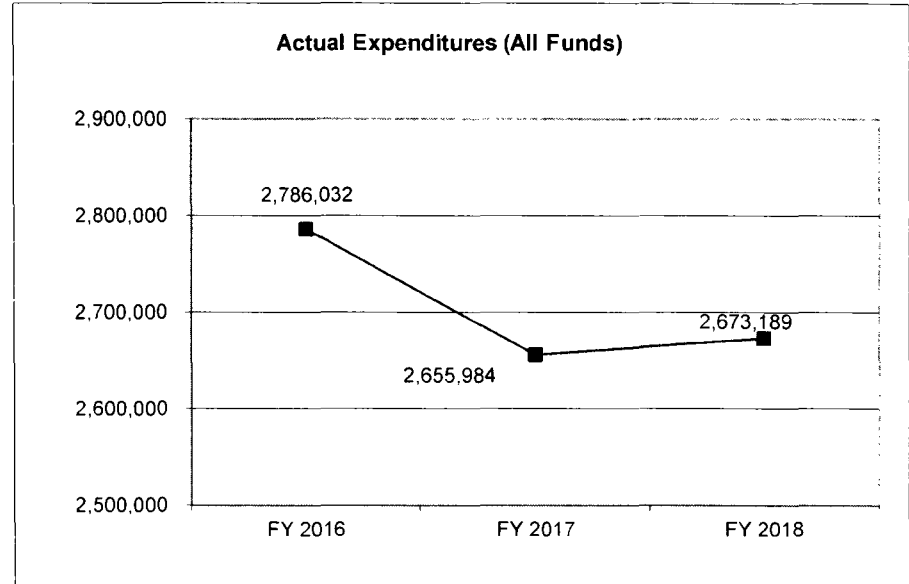
Federal Aid for Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23722C
Division	Library Services		
Core	Federal Aid to Public Libraries	HB Section	12.135

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	4,125,000	4,125,000	4,125,000	4,125,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,125,000	4,125,000	4,125,000	N/A
Actual Expenditures (All Funds)	2,786,032	2,655,984	2,673,189	N/A
Unexpended (All Funds)	1,338,968	1,469,016	1,451,811	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	1,338,968	1,469,016	1,451,811	N/A
Other	0	0	0	N/A



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

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

NOTES:

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

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL AID FOR PUBLIC LIBRAR

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
TRAVEL, IN-STATE	62	0.00	12,000	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	40,265	0.00	38,000	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	728,076	0.00	724,299	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	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	1,000	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	0	0.00	10,000	0.00	10,000	0.00	0	0.00
TOTAL - EE	768,403	0.00	831,508	0.00	831,508	0.00	0	0.00
PROGRAM DISTRIBUTIONS	1,904,219	0.00	3,293,491	0.00	3,293,491	0.00	0	0.00
REFUNDS	567	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	1,904,786	0.00	3,293,492	0.00	3,293,492	0.00	0	0.00
GRAND TOTAL	\$2,673,189	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	\$2,673,189	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

HB Section(s): 12.135

Program Name Federal Aid for Public Libraries

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

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

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

Number and grant award amounts to local libraries:

	FY2015	FY2016	FY2017	FY2018
Local Library Project Grants	207	185	155	180
Amount Awarded	\$1,622,622	\$1,784,676	\$1,492,681	\$1,536,298

Statwide early literacy initiative:

	FY2015	FY2016	FY2017	FY2018
Participating public libraries	99	110	110	117
Library Service Population	4,893,461	5,142,957	5,142,957	5,212,597
Libraries Receiving Grants Since Program Start	84	89	90	96

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

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

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.135

Program Name Federal Aid for Public Libraries

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

	FY2016	FY2017	FY2018
Training sessions**	216	123	150
Attendance	2,610	2,485	4,054

**Please note an online continuing education service that offered many topics but had relatively low use was discontinued in FY2017.

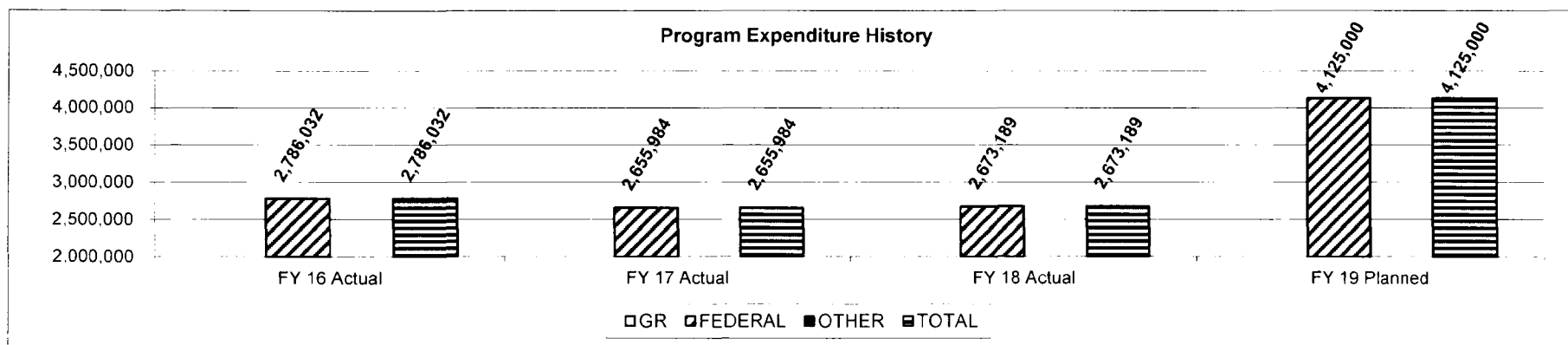
2c. Provide a measure(s) of the program's impact.

All grant applications require detailed evaluation plans. For state FY18, 180 of 190 grant applications were awarded LSTA funding. This indicates most libraries submitting applications were able to follow grant guidelines and propose projects that met requirements for appropriate use of funds in their communities. Grantees are required to report impact of their individual projects and describe how services are improved through acquisition of up-to-date technology or programs to reach populations with difficulty using libraries due to transportation or other barriers.

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

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

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



PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.135

Program Name Federal Aid for Public Libraries

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

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

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

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

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

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

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

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

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
LIBRARY NETWORKING-TRANSFER									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00	
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00	
TOTAL	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00	
Library Network Fund Transfer - 1231001									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	3,096,000	0.00	0	0.00	
TOTAL - TRF	0	0.00	0	0.00	3,096,000	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	3,096,000	0.00	0	0.00	
GRAND TOTAL	\$776,000	0.00	\$800,000	0.00	\$3,896,000	0.00	\$0	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23728C
Division	Library Services		
Core	Library Networking Fund Transfer	HB Section	12.145

1. CORE FINANCIAL SUMMARY

	FY 2020 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

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds:

Other Funds:

2. CORE DESCRIPTION

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

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

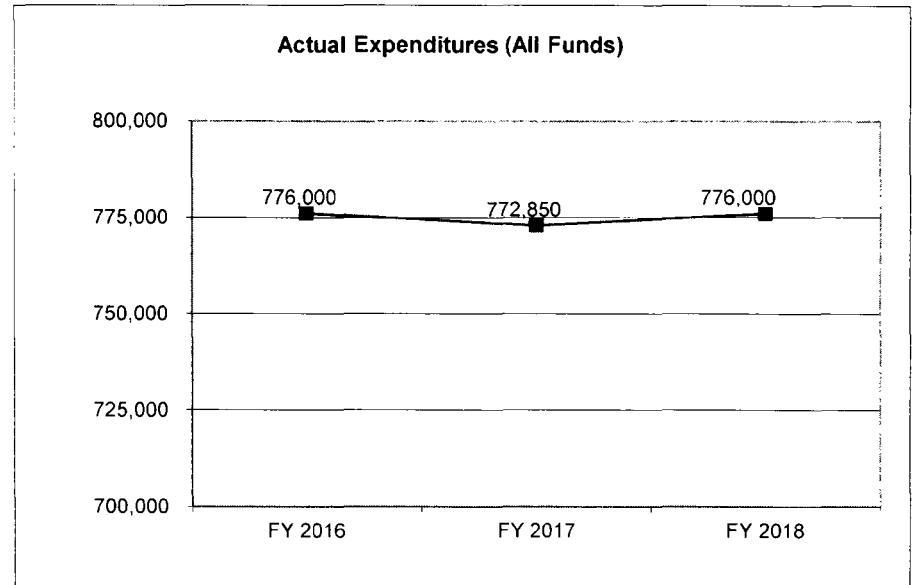
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23728C
Division	Library Services		
Core	Library Networking Fund Transfer	HB Section	12.145

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	800,000	1,010,000	800,000	800,000
Less Reverted (All Funds)	(24,000)	(27,150)	(24,000)	(24,000)
Less Restricted (All Funds)	0	(210,000)	0	0
Budget Authority (All Funds)	776,000	982,850	776,000	N/A
Actual Expenditures (All Funds)	776,000	772,850	776,000	N/A
Unexpended (All Funds)	0	210,000	0	N/A
Unexpended, by Fund:				
General Revenue	0	210,000	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

New Decision requests for 10% of estimated A & E tax collections were made in FY16, FY17, FY18 and FY19. In FY16, \$800,00 was appropriated and \$776,000 distributed to public libraries with \$24,000 held as 3 percent reserve. In FY17, \$1,010,000 was appropriated, \$27,150 was held as 3 percent reserve, and \$210,000 was restricted. In FY18 and FY19, \$800,000 was appropriated and \$776,000 distributed to public libraries with \$24,000 held as a 3 percent reserve.

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	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00
GRAND TOTAL	\$776,000	0.00	\$800,000	0.00	\$800,000	0.00	\$0	0.00
GENERAL REVENUE	\$776,000	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 _____

HB Section(s): _____ 12.145

Program Name Library Networking Fund Transfer _____

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

1a. What strategic priority does this program address?

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

1b. What does this program do?

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

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

Libraries Served:

	2015	2016	2017
Eligible library districts	166	166	160
Population	5,476,144	5,476,272	5,476,272

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

Individual libraries survey their users on satisfaction with services provided.

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

Materials circulated:

	2015	2016	2017
Total materials circulated, per statistical report	54,825,928	57,649,456	58,600,906
Materials circulated per person	10.01	10.53	10.70

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.145

Program Name Library Networking Fund Transfer

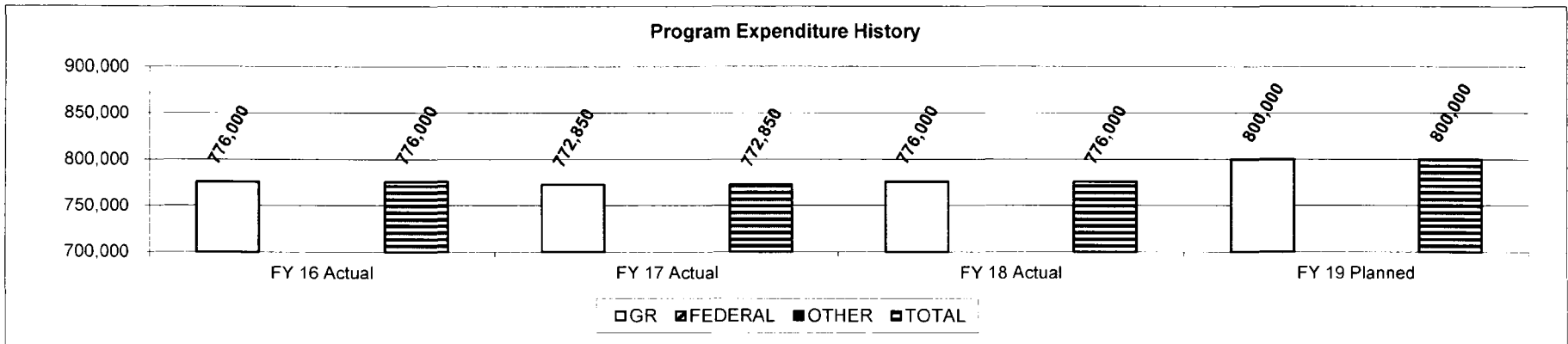
Program is found in the following core budget(s): Library Networking Fund Transfer

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

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

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

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



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

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

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

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

No

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

No

NEW DECISION ITEM

RANK: 6 OF 13

Department Secretary of State	Budget Unit <u>23728C</u>
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231001	HB Section <u>12.145</u>

1. AMOUNT OF REQUEST

	FY 2020 Budget Request					E		FY 2020 Governor's Recommendation					E
	GR	Federal	Other	Total				GR	Federal	Other	Total		
PS	0	0	0	0	0		PS	0	0	0	0		
EE	0	0	0	0	0		EE	0	0	0	0		
PSD	0	0	0	0	0		PSD	0	0	0	0		
TRF	3,096,000	0	0	3,096,000			TRF	0	0	0	0		
Total	3,096,000	0	0	3,096,000			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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: _____ Other Funds: _____

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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

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

The increase requested is based on the FY20 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

NEW DECISION ITEM

RANK: 6 OF 13

Department Secretary of State	Budget Unit 23728C
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231001	HB Section 12.145

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

Each year the Department of Revenue (DOR) is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers. The FY19 appropriation is \$800,000. DOR has estimated FY20 revenues to be \$38.96 million; therefore, the amount that should be transferred is \$3,896,000 (10% of the receipts). The new decision item is the difference between the core and the amount that needs to be transferred.

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

Budget Object Class/Job Class	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							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	3,096,000						3,096,000			
Total TRF	3,096,000		0		0		3,096,000		0	
Grand Total	3,096,000	0.0	0	0.0	0	0.0	3,096,000	0.0	0	

NEW DECISION ITEM

RANK: 6 OF 13

Department Secretary of State	Budget Unit 23728C
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231001	HB Section 12.145

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
							0			
							0	0.0		
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	
							0			
							0			
							0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers							0			
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	

NEW DECISION ITEM

RANK: 6 OF 13

Department Secretary of State	Budget Unit <u>23728C</u>
Division Library Development	
DI Name Library Networking Fund Transfer Increase DI# 1231001	HB Section <u>12.145</u>

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

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

Individuals Served:

5,476,272 residents in Missouri's 160 library districts.

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

Individual libraries survey their users on satisfaction with services provided.

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

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2017, 159,694 children and 24,455 teens participated in summer reading programs through their public libraries.

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

Library Cardholders and Materials Circulated

	2015	2016	2017
Missouri Library Cardholders	3,321,104	3,272,652	3,229,988
Materials Borrowed from Libraries	54,825,928	57,649,456	58,600,906

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING-TRANSFER								
Library Network Fund Transfer - 1231001								
TRANSFERS OUT	0	0.00	0	0.00	3,096,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	3,096,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,096,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$3,096,000	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	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
LIBRARY NETWORKING FUND									
CORE									
EXPENSE & EQUIPMENT									
LIBRARY NETWORKING FUND	0	0.00	25,001	0.00	25,001	0.00	0	0.00	
TOTAL - EE	0	0.00	25,001	0.00	25,001	0.00	0	0.00	
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	776,000	0.00	1,084,999	0.00	1,084,999	0.00	0	0.00	
TOTAL - PD	776,000	0.00	1,084,999	0.00	1,084,999	0.00	0	0.00	
TOTAL	776,000	0.00	1,110,000	0.00	1,110,000	0.00	0	0.00	
Library Network Fund Increase - 1231002									
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	0	0.00	0	0.00	2,886,000	0.00	0	0.00	
TOTAL - PD	0	0.00	0	0.00	2,886,000	0.00	0	0.00	
TOTAL	0	0.00	0	0.00	2,886,000	0.00	0	0.00	
GRAND TOTAL	\$776,000	0.00	\$1,110,000	0.00	\$3,996,000	0.00	\$0	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services	HB Section	12.140
Core	Library Networking Fund		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	1,084,999	1,084,999
TRF	0	0	0	0
Total	0	0	1,110,000	1,110,000
FTE	0.00	0.00	0.00	0.00

	FY 2020 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
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

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

Other Funds: Library Networking Fund (0822)

Other Funds:

2. CORE DESCRIPTION

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

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

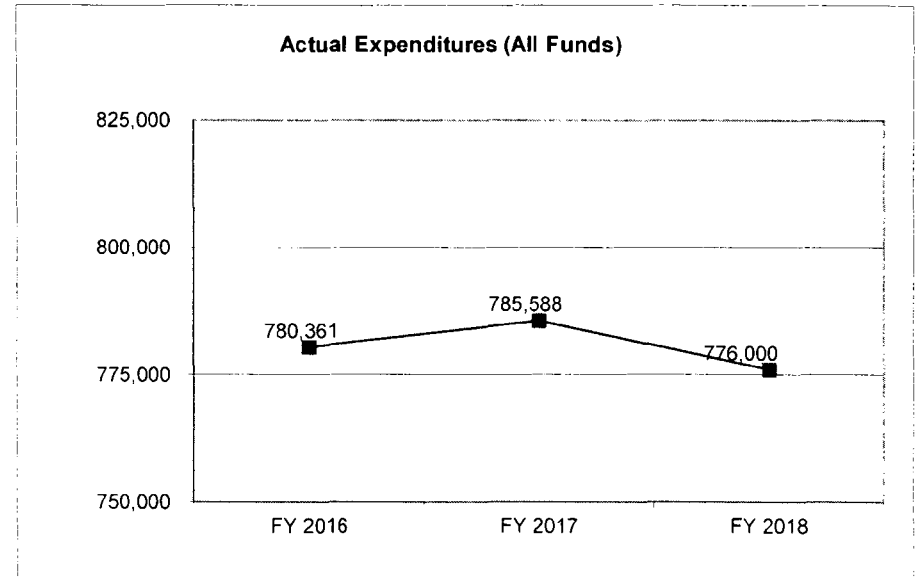
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core	Library Networking Fund	HB Section	12.140

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	900,000	1,110,000	1,110,000	1,110,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	900,000	1,110,000	1,110,000	N/A
Actual Expenditures (All Funds)	780,361	785,588	776,000	N/A
Unexpended (All Funds)	119,639	324,412	334,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	119,639	324,412	334,000	N/A



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

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

NOTES:

New Decision Item Requests are completed each fiscal year for 10% of estimated A & E tax collections, for both the Library Networking Fund and the Transfer into the Library Networking Fund. Payments are made to assist public libraries to the extent of the appropriated amount and accrued interest.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LIBRARY NETWORKING FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	1,084,999	1,084,999	
	Total	0.00	0	0	1,110,000	1,110,000	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	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	0	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	0	0.00	25,001	0.00	25,001	0.00	0	0.00
PROGRAM DISTRIBUTIONS	776,000	0.00	1,084,999	0.00	1,084,999	0.00	0	0.00
TOTAL - PD	776,000	0.00	1,084,999	0.00	1,084,999	0.00	0	0.00
GRAND TOTAL	\$776,000	0.00	\$1,110,000	0.00	\$1,110,000	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	\$776,000	0.00	\$1,110,000	0.00	\$1,110,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.140

Program Name Library Networking Fund

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

1a. What strategic priority does this program address?

This program provides funds to Missouri public libraries for materials in any format to meet citizens' needs.

1b. What does this program do?

In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning, whether or not they can afford to purchase them. Reading aloud to young children has been found to be a major factor in school readiness and later reading achievement. Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athlete income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions, grants and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift or grant. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

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

Libraries Served:

	2015	2016	2017
Eligible library districts, per FY	166	166	160
Population of library districts	5,476,144	5,476,272	5,476,272

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

Individual libraries survey their users on satisfaction with services provided.

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

Materials Circulated:

	2015	2016	2017
Total materials circulated, per statistical report	54,825,928	57,649,456	58,600,906
Materials circulated per person	10.01	10.53	10.70

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.140

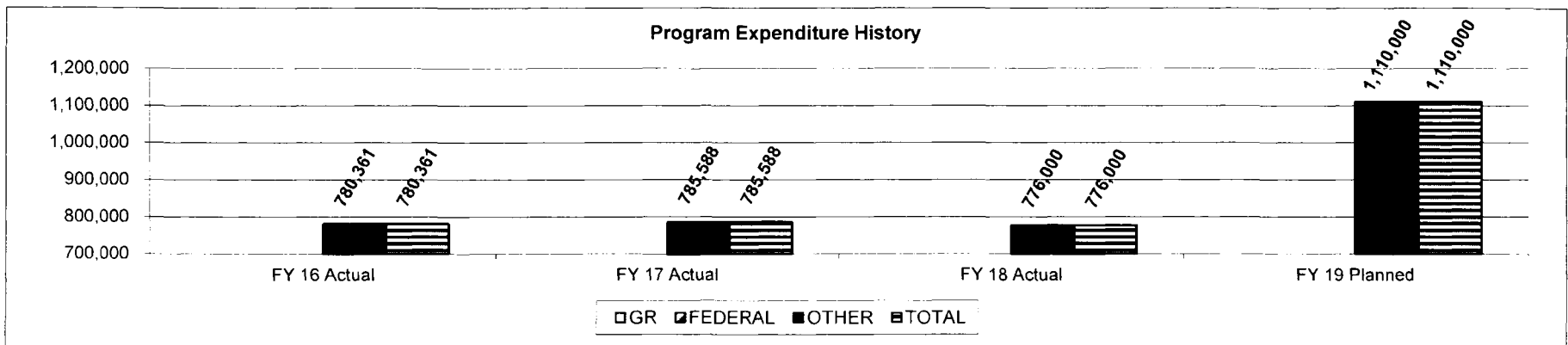
Program Name Library Networking Fund

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

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

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

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



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

Library Networking Fund (0822)

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

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 182.021 RSMo (State Library)

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

No

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

No

NEW DECISION ITEM

RANK: 7 OF 13

Department Secretary of State	Budget Unit 23727C
Division Library Development	
DI Name Library Networking Fund Increase DI#1231002	HB Section 12.140

1. AMOUNT OF REQUEST

	FY 2020 Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	2,886,000	2,886,000	
TRF	0	0	0	0	
Total	0	0	2,886,000	2,886,000	
FTE	0.00	0.00	0.00	0.00	

	FY 2020 Governor's Recommendation				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	
FTE	0.00	0.00	0.00	0.00	

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

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

Other Funds: Library Networking Fund (0822)

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

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

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

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials. These materials support children learning to read as well as adults taking classes and learning new skills.

In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant.

The increase requested is based on the FY20 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

NEW DECISION ITEM

RANK: 7 OF 13

Department Secretary of State	Budget Unit 23727C
Division Library Development	
DI Name Library Networking Fund Increase	DI# 1231002
	HB Section 12.140

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

Each year the Department of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is based on the FY20 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers as reported by the Office of Administration. The FY19 core appropriation is \$1,110,000. The estimated revenues for FY20 are \$38.96 million. Ten percent of that is \$3,896,000. The transfer amount should be \$3,896,000; however, an extra \$100,000 in appropriation authority is kept for the possibility of grants, contributions, or bequests. The request is for the difference.

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

Budget Object Class/Job Class	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req	Dept Req
	GR	GR	FED	FED	OTHER	OTHER	TOTAL	TOTAL	One-Time	E
	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	FTE	DOLLARS	
							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					2,886,000		2,886,000			
Total PSD	0		0		2,886,000		2,886,000		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	0	0.0	0	0.0	2,886,000	0.0	2,886,000	0.0	0	

NEW DECISION ITEM

RANK: 7 OF 13

Department Secretary of State					Budget Unit 23727C					
Division Library Development										
DI Name Library Networking Fund Increase	DI# 1231002				HB Section 12.140					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total EE	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	

NEW DECISION ITEM

RANK: 7 OF 13

Department Secretary of State	Budget Unit <u>23727C</u>
Division Library Development	
DI Name Library Networking Fund Increase DI# 1231002	HB Section <u>12.140</u>

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

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

Individuals Served:

5,476,272 residents of Missouri's 160 library districts.

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

Individual libraries survey their users on satisfaction with services provided.

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

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2017, 159,694 children and 24,455 teens participated in summer reading programs through their public libraries.

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

Library Cardholders and Materials Circulation

	2015	2016	2017
Missouri Library Cardholders	3,321,104	3,272,652	3,229,988
Materials Borrowed from Libraries	54,825,928	57,649,456	58,600,906

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING FUND								
Library Network Fund Increase - 1231002								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	2,886,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	2,886,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$2,886,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$2,886,000	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
BLUE BOOK								
CORE								
EXPENSE & EQUIPMENT								
BLUE BOOK PRINTING	0	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL	0	0.00	50,000	0.00	50,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$50,000	0.00	\$0	0.00

BLUE BOOK

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23147C
Division	Administrative Services	HB Section	12.150
Core	Blue Book Printing		

1. CORE FINANCIAL SUMMARY

	FY 2020 Budget Request						FY 2020 Governor's Recommendation				
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	0	0	0	0	0	PS	0	0	0	0	
EE	0	0	50,000	50,000		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	0	0	50,000	50,000		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.

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

Other Funds: Blue Book Printing Fund (0471)

Other Funds:

2. CORE DESCRIPTION

HB2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue in the amount of \$50,000 was appropriated to assist in funding the printing of the Blue Book to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

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

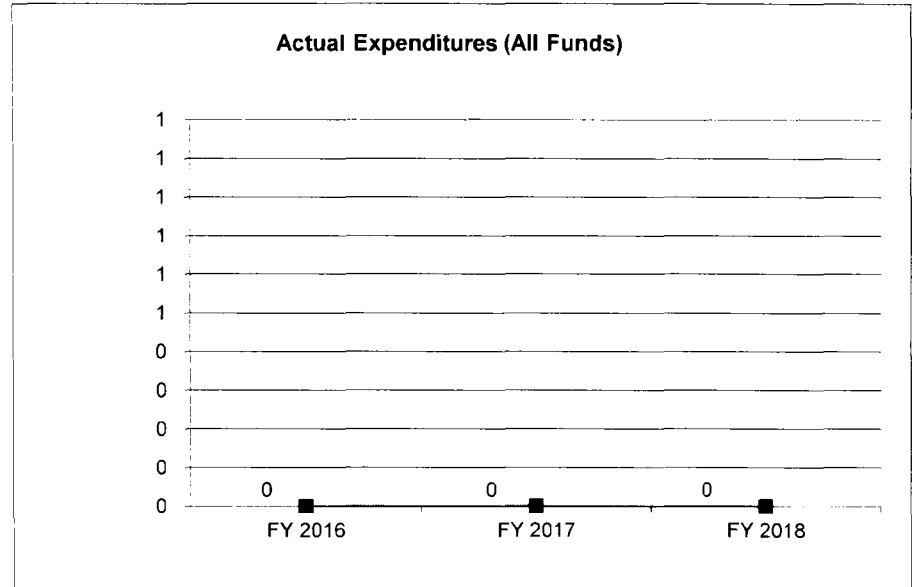
Blue Book Printing

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23147C
Division	Administrative Services		
Core	Blue Book Printing	HB Section	12.150

4. FINANCIAL HISTORY

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Current Yr.
Appropriation (All Funds)	0	0	0	50,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)*	0	0	0	0
Budget Authority (All Funds)	0	0	0	50,000
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	0
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



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

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

NOTES:

This is a new fund that was developed for the FY19 budget cycle. Because of this, there is no expenditure data for FY16 through FY18.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
BLUE BOOK

5. CORE RECONCILIATION DETAIL

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

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
BLUE BOOK								
CORE								
PROFESSIONAL SERVICES	0	0.00	0	0.00	50,000	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	50,000	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	50,000	0.00	50,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$50,000	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	\$50,000	0.00	\$50,000	0.00		0.00

PROGRAM DESCRIPTION

Department Secretary of State

HB Section(s): 12.150

Program Name Blue Book Printing

Program is found in the following core budget(s): Blue Book Printing

1a. What strategic priority does this program address?

1b. What does this program do?

HB 2012 of the 99th General Assembly included a section that created a Blue Book Printing Fund to be used for the publication of the Official Manual. A one-time transfer from General Revenue was also appropriated to assist in funding of the Blue Book which is to be sold at cost. The proceeds from the sales of these books are to be put back into the fund to pay for future printings of the Blue Book.

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

No activity measure can be reported at this time. The Secretary of State's office will print and have the Official Manual available for purchase this fall; therefore, no data is available at this time.

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

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

PROGRAM DESCRIPTION

Department Secretary of State _____

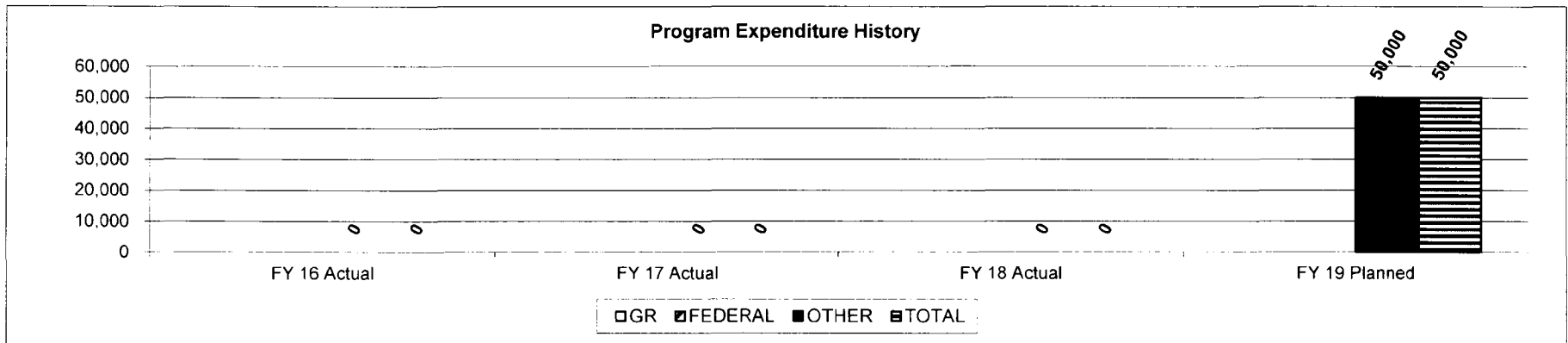
HB Section(s): _____ 12.150

Program Name Blue Book Printing _____

Program is found in the following core budget(s): Blue Book Printing

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

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



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

Blue Book Printing Fund (0471)

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

House Bill 2012 of the 99th General Assembly

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

No

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

No

DECISION ITEM SUMMARY

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Summary	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
BLUE BOOK TRF-0101								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	50,000	0.00	0	0.00	0	0.00
TOTAL - TRF	0	0.00	50,000	0.00	0	0.00	0	0.00
TOTAL	0	0.00	50,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$0	0.00	\$0	0.00

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
BLUE BOOK TRF-0101

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	50,000	0	0	50,000	
	Total	0.00	50,000	0	0	50,000	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction	41 T015 TRF	0.00	(50,000)	0	0	(50,000)	
	NET DEPARTMENT CHANGES	0.00	(50,000)	0	0	(50,000)	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	

DECISION ITEM DETAIL

Budget Unit	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020	FY 2020	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
BLUE BOOK TRF-0101								
CORE								
TRANSFERS OUT	0	0.00	50,000	0.00	0	0.00	0	0.00
TOTAL - TRF	0	0.00	50,000	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$50,000	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$50,000	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	SUPPL DEPT	SUPPL DEPT	*****	*****	*****	*****	SUPPL	SUPPL
Decision Item	REQUEST	REQUEST	SECURED	SECURED	SECURED	SECURED	MONTHS FOR	POSITION
Budget Object Summary	DOLLAR	FTE	COLUMN	COLUMN	COLUMN	COLUMN		
Fund								
ELECTION ADMIN IMPROVE TRF								
Trans. from EI Subs to EAIF - 2231001								
FUND TRANSFERS								
STATE ELECTIONS SUBSIDY	2,200,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - TRF	2,200,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL	2,200,000	0.00	0	0.00	0	0.00	0	0.00
GRAND TOTAL	\$2,200,000	0.00	\$0	0.00	\$0	0.00	\$0	0.00

SUPPLEMENTAL

SUPPLEMENTAL NEW DECISION ITEM

Enter Department Name Secretary of State
 Enter Division Name Elections
 Enter DI Name Elections Administration Improvement Fund Transfer

House Bill Section _____

Original FY 2019 House Bill Section, if applicable 12.105

1. AMOUNT OF REQUEST

	FY 2019 Supplemental Budget Request				E
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	2,200,000	2,200,000	
Total	0	0	2,200,000	2,200,000	

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: Elections Subsidy Fund (0686)

	FY 2019 Supplemental Governor's Recommendation				E
	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.

With the passage of SB 592, the Elections Subsidy Fund is eliminated. Currently, every fiscal year there is a transfer from general revenue to the Elections Subsidy Fund. From that fund, all special elections are paid. Any funds remaining in that fund are then transferred from the Elections Subsidy Fund to the Elections Administration Improvement Fund the next fiscal year.

SB 592 states that any remaining funds in the Elections Subsidy Fund on 1/1/19 shall be transferred into the Elections Administration Improvement Fund. No additional cash is being requested; just the appropriation authority to complete that statutorily required transfer from the Elections Subsidy Fund to the Elections Administration Improvement Fund. To streamline the implementation of SB 592, the Secretary of State is requesting that all transfers that need to be taken from the Elections Subsidy Fund into the Elections Administration Improvement Fund be completed by the end of FY19.

SUPPLEMENTAL NEW DECISION ITEM

Enter Department Name Secretary of State House Bill Section _____
 Enter Division Name Elections
 Enter DI Name Elections Administration Improvement Fund Transfer Original FY 2019 House Bill Section, if applicable 12.105

3. 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.

The FY19 transfer appropriation from the Elections Subsidy Fund into the Elections Administration Improvement Fund is \$4,034,443. The FY18 ending cash balance in the Elections Subsidy Fund was \$1,987,502.60. The deposits made into the Elections Subsidy Fund through the course of FY19 are the \$4,084,000 transfers from General Revenue into the Elections Subsidy Fund. In addition, the Secretary of State has received to date \$83,256.62 back from overpayments in estimated special elections costs. The total amount of transfer appropriation required as of right now is \$2,120,316.22. The Secretary of State is rounding the transfer request up to \$2,200,000 in case it receives more refunds from local election authorities; however the amount required will be the actual cash balance in the Election Subsidy Fund after the fourth quarter transfer is completed in early April, 2019.

4. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE.

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	E
							0	0.0	
							0	0.0	
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	
							0		
							0		
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		
Program Distributions							0		
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		
Transfers					2,200,000		2,200,000		
Total TRF	<u>0</u>		<u>0</u>		<u>2,200,000</u>		<u>2,200,000</u>		
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>2,200,000</u>	<u>0.0</u>	<u>2,200,000</u>	<u>0.0</u>	

SUPPLEMENTAL NEW DECISION ITEM

Enter Department Name Secretary of State House Bill Section _____
 Enter Division Name Elections
 Enter DI Name Elections Administration Improvement Fund Transfer Original FY 2019 House Bill Section, if applicable 12.105

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	E
							0	0.0	
							0	0.0	
Total PS	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	0	0.0	
							0		
							0		
							0		
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		0		
Program Distributions							0		
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		0		
Transfers							0		
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		0		
Grand Total	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	0	0.0	

SUPPLEMENTAL NEW DECISION ITEM

Enter Department Name Secretary of State _____

House Bill Section _____

Enter Division Name Elections _____

Enter DI Name Elections Administration Improvement Fund Transfer _____

Original FY 2019 House Bill Section, if applicable 12.105

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

5a. Provide an activity measure of the program.

5b. Provide a measure of the program's quality.

5c. Provide a measure of the program's impact.

5d. Provide a measure of the program's efficiency.

6. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

DECISION ITEM DETAIL

Budget Unit	SUPPL DEPT	SUPPL DEPT	*****	*****	*****	*****	SUPPL	SUPPL
Decision Item	REQUEST	REQUEST	SECURED	SECURED	SECURED	SECURED	MONTHS FOR	POSITION
Budget Object Class	DOLLAR	FTE	COLUMN	COLUMN	COLUMN	COLUMN		
ELECTION ADMIN IMPROVE TRF								
Trans. from EI Subs to EAIF - 2231001								
TRANSFERS OUT	2,200,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - TRF	2,200,000	0.00	0	0.00	0	0.00	0	0.00
GRAND TOTAL	\$2,200,000	0.00	\$0	0.00	\$0	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	\$2,200,000	0.00	\$0	0.00	\$0	0.00		0.00