

JOINT BUDGET COMMITTEE



STAFF FIGURE SETTING FY 2022-23

DEPARTMENT OF STATE

JBC WORKING DOCUMENT - SUBJECT TO CHANGE
STAFF RECOMMENDATION DOES NOT REPRESENT COMMITTEE DECISION

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HOW TO USE THIS DOCUMENT

The Department Overview contains a table summarizing the staff recommended incremental changes followed by brief explanations of each incremental change. A similar overview table is provided for each division, but the description of incremental changes is not repeated, since it is available under the Department Overview. More details about the incremental changes are provided in the sections following the Department Overview and the division summary tables.

Decision items, both department-requested items and staff-initiated items, are discussed either in the Decision Items Affecting Multiple Divisions or at the beginning of the most relevant division. Within a section, decision items are listed in the requested priority order, if applicable.

DEPARTMENT OVERVIEW

The Secretary of State is one of five independently-elected constitutional officers and serves as the chief election official for the State of Colorado. The Department of State (DOS) is broadly responsible for overseeing elections, registering businesses, and publishing information and records for public use. The Department consists of four divisions:

ADMINISTRATION DIVISION

- Provides operational support to the Department, including human resources, finance, office management, communications, and direct support to the Office of the Secretary.

INFORMATION TECHNOLOGY DIVISION

- Provides technical and project management services, systems development, and support for information technology systems in the Department.

ELECTIONS DIVISION

- Administers statewide statutory and constitutional provisions that relate to elections, including the administration of the initiative and referendum process; certifies voting equipment; oversees campaign finance reporting by political candidates and committees; registers lobbyists and monitors the filing of required disclosure reports.
- Implements the provisions of the federal Help America Vote Act (HAVA), including improvements to the administration of federal elections.
- Maintains the State of Colorado Registration and Elections (SCORE) system, the State's computerized statewide voter registration system.

BUSINESS AND LICENSING DIVISION

- Collects, maintains, and provides public access to filings made by businesses and non-profit organizations (e.g. annual reports, articles of incorporation etc.); registers business names, trade names, and trademarks; registers charitable organizations and licenses entities involved in charitable bingo/raffle; licenses and regulates notaries public.
- Compiles and publishes the Code of Colorado Regulations (CCR).
- Oversees the Business Intelligence Center and coordinates the Go Code Colorado statewide application challenge.

SUMMARY OF STAFF RECOMMENDATIONS

DEPARTMENT OF STATE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$32,393,025	\$0	\$32,393,025	\$0	\$0	146.5
HB 22-1182 (Supplemental)	120,800	0	120,800	0	0	0.0
Other legislation	805,378	271,360	534,018	0	0	0.7
TOTAL	\$33,319,203	\$271,360	\$33,047,843	\$0	\$0	147.2
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$33,319,203	\$271,360	\$33,047,843	\$0	\$0	147.2
R1 Security services	120,000	0	120,000	0	0	0.0
R2 Hardware/software cost increase	171,075	0	171,075	0	0	0.0
R3 Money-in-politics system	1,610,000	1,610,000	0	0	0	0.0
Non-prioritized decision items	290	0	290	0	0	0.0
Annualize prior year legislation and budget actions	88,785	609,000	(520,215)	0	0	(0.7)
Centrally appropriated line items	1,142,332	(457,349)	1,142,332	457,349	0	0.0
Technical adjustments	(49,592)	0	(49,592)	0	0	0.0
TOTAL	\$36,402,093	\$2,033,011	\$33,911,733	\$457,349	\$0	146.5
INCREASE/(DECREASE)	\$3,082,890	\$1,761,651	\$863,890	\$457,349	\$0	(0.7)
Percentage Change	9.3%	649.2%	2.6%	0.0%	0.0%	(0.5%)
FY 2022-23 EXECUTIVE REQUEST	\$37,783,666	\$2,107,811	\$35,218,506	\$457,349	\$0	146.5
Request Above/(Below) Recommendation	\$1,381,573	\$74,800	\$1,306,773	\$0	\$0	(0.0)

DESCRIPTION OF INCREMENTAL CHANGES

R1 SECURITY SERVICES: The Department is requesting an ongoing annual General Fund appropriation of \$184,800 to address election-related security concerns around the Department and Secretary of State. The Department would implement a two-pronged approach with this funding: 1) work with a vendor to track threats to the office and Department personnel across major social media platforms; and 2) engage professional personal security services to accompany the Secretary and other staff as needed for key public events. Staff recommendation is \$120,000 cash funds for threat monitoring.

R2 HARDWARE/SOFTWARE COST INCREASE: The Department requests \$171,075 in additional spending authority from the DOS Cash Fund in FY 2022-23 and an additional \$147,000 on top of this amount in FY 2023-24 and in each even fiscal year thereafter. The Department notes the recent rapid transition to a flexible workplace, evolving cybersecurity threats to critical systems, and a continuing expansion in online services, have substantially increased the Department's IT expenses in recent years. In particular, the Department cites new election-related systems like statewide ballot tracking and the TXT2CURE/TXT2SIGN system as well as increasing election security needs and inflation levels. Staff recommendation is \$171,075 cash funds.

R3 MONEY IN POLITICS SYSTEM: The Department is requesting a \$1.5 million General Fund appropriation for development of a combined campaign finance and lobbyist disclosure system. The Department believes that both TRACER and Lobby, the existing systems, could be updated to

improve user experience, functionality, and ease of maintenance. These systems were introduced in 2010 and 2002 respectively, and are maintained by different teams. The Department believes they could be updated and merged to be easier to maintain and better reflect mobile device needs. Additionally, a linked platform would make it easier to extract and analyze data on campaign financing and lobbying in Colorado. Staff recommendation is \$1.6 million General Fund, dependent on recommendation by the JTC.

TECHNICAL ADJUSTMENTS: The recommendation includes an increase of \$1,377,181 cash funds, for informational purposes, from the Electronic Recording Technology Board Fund to reflect the Electronic Recording Technology Board’s adjusted balance. The recommendation also includes technical adjustments to the HAVA informational line item and a cash fund spending authority transfer between line items within the IT Division for the implementation of S.B. 21-250.

TECHNICAL ADJUSTMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Adjust ERTB info line to FY21-22	\$1,377,181	\$0	\$1,377,181	\$0	\$0	0.0
SB 21-250 technical adjustment	0	0	0	0	0	0.0
Technical HAVA adjustment	(1,426,773)	0	(1,426,773)	0	0	0.0
TOTAL	(\$49,592)	\$0	(\$49,592)	\$0	\$0	0.0

CENTRALLY APPROPRIATED LINE ITEMS: The recommendation includes an increase of \$1,142,332 cash funds FY 2022-23. The following table itemizes each previously acted on or requested centrally appropriated line item change.

CENTRALLY APPROPRIATED LINE ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Salary survey	\$392,180	\$0	\$392,180	\$0	\$0	0.0
Legal services	230,459	0	230,459	0	0	0.0
Health, life, and dental	139,667	0	139,667	0	0	0.0
Indirect cost assessment	110,824	(457,349)	110,824	457,349	0	0.0
Payment to risk management and property funds	104,135	0	104,135	0	0	0.0
Leased space	98,146	0	98,146	0	0	0.0
DPA Document management	59,528	0	59,528	0	0	0.0
ALJ services	53,610	0	53,610	0	0	0.0
DPA Paid family leave	26,846	0	26,846	0	0	0.0
PERA Direct Distribution	26,802	0	26,802	0	0	0.0
AED	18,300	0	18,300	0	0	0.0
SAED	18,300	0	18,300	0	0	0.0
CORE adjustment	3,215	0	3,215	0	0	0.0
Workers’ compensation	2,451	0	2,451	0	0	0.0
Short-term disability	814	0	814	0	0	0.0
Payments to OIT	(142,945)	0	(142,945)	0	0	0.0
TOTAL	\$1,142,332	(\$457,349)	\$1,142,332	\$457,349	\$0	0.0

ANNUALIZE PRIOR YEAR LEGISLATION AND BUDGET ACTIONS: The recommendation includes a decrease of \$520,215 cash funds and increase of \$609,000 General Fund for the out-year impacts of prior year legislation.

ANNUALIZE PRIOR YEAR LEGISLATION AND BUDGET ACTIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
HB 21-1071 Ranked choice voting	\$609,000	\$609,000	\$0	\$0	\$0	0.0
SB18-200 PERA unfunded liability	58,005	0	58,005	0	0	0.0
Quadrennial SoS salary increase	2,848	0	2,848	0	0	0.0
Annualize prior year salary survey	0	0	0	0	0	0.0
SB 21-250 Elections and voting	(246,500)	0	(246,500)	0	0	0.0
HB 22-1182 Supplemental	(120,800)	0	(120,800)	0	0	0.0
HB 21-1230 User-friendly state portal	(108,718)	0	(108,718)	0	0	(0.7)
HB 21-1011 Multilingual ballot access	(69,050)	0	(69,050)	0	0	0.0
HB 21-1321 Voter transparency ballot measures	(36,000)	0	(36,000)	0	0	0.0
TOTAL	\$88,785	\$609,000	(\$520,215)	\$0	\$0	(0.7)

NON-PRIORITIZED REQUEST ITEMS: The recommendation is a combination of previously acted on and pending adjustments to line items impacted by requests to be presented during figure setting presentations for other departments, including the Department of Personnel and the Governor’s Office of Information Technology. The recommendation includes a total increase of \$290 cash funds for FY 2022-23.

NON-PRIORITIZED DECISION ITEMS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
DPA Paid Family Medical Leave Act Funding	\$6,330	\$0	\$6,330	\$0	\$0	0.0
DPA CSEAP resources	2,141	0	2,141	0	0	0.0
NP4 OIT FY 2022-23 Budget Request	1,656	0	1,656	0	0	0.0
BANP COWINS Partnership Agreement	1,221	0	1,221	0	0	0.0
BANP OIT CBMS Admin costs	(8,759)	0	(8,759)	0	0	0.0
NP1 Annual Fleet Vehicle Request	(2,299)	0	(2,299)	0	0	0.0
TOTAL	\$290	\$0	\$290	\$0	\$0	0.0

MAJOR DIFFERENCES FROM THE REQUEST

- The recommendation for R1 (Security Services for the Department of State) is for \$120,000 cash funds, rather than \$184,800 General Fund.
- Staff recommendation for R3 (Money-in-Politics System) includes \$1,610,000 General Fund, compared to the request for \$1,500,000. The additional \$110,000 is based on recommendations from the Joint Technology Committee (JTC).
- Staff recommendation includes a reduction of \$1.4 million cash funds shown for informational purposes in the Elections Division for the Help America Vote Program (HAVA).

(1) ADMINISTRATION DIVISION

The Administration Division provides general oversight and administrative support services for all divisions in the Department, including budgeting, human resources services, and public outreach. This division is entirely supported by the Department of State Cash Fund, which primarily consists of revenue from fees collected with filings submitted by businesses and non-profits.

ADMINISTRATION DIVISION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 Appropriation						
SB 21-205 (Long Bill)	\$10,943,007	\$0	\$10,943,007	\$0	\$0	21.1
HB 22-1182 (Supplemental)	45,800	0	45,800	0	0	0.0
Other legislation	0	0	0	0	0	0.0
TOTAL	\$10,988,807	\$0	\$10,988,807	\$0	\$0	21.1
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$10,988,807	\$0	\$10,988,807	\$0	\$0	21.1
R1 Security services	120,000	0	120,000	0	0	0.0
Non-prioritized decision items	290	0	290	0	0	0.0
Annualize prior year legislation and budget actions	(343,671)	0	(343,671)	0	0	0.0
Centrally appropriated line items	1,082,804	0	1,082,804	0	0	0.0
Technical adjustments	1,377,181	0	1,377,181	0	0	0.0
TOTAL	\$13,225,411	\$0	\$13,225,411	\$0	\$0	21.1
INCREASE/(DECREASE)	\$2,236,604	\$0	\$2,236,604	\$0	\$0	0.0
Percentage Change	20.4%	0.0%	20.4%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$13,290,211	\$184,800	\$13,105,411	\$0	\$0	21.1
Request Above/(Below) Recommendation	\$64,800	\$184,800	(\$120,000)	\$0	\$0	0.0

DECISION ITEMS – ADMINISTRATION DIVISION**→ R1 – SECURITY SERVICES FOR THE DEPARTMENT OF STATE**

REQUEST: The Department is requesting an ongoing annual General Fund appropriation \$184,800 to address election-related security concerns around the Department and Secretary of State. The Department would implement a two-pronged approach with this funding:

- 1 \$120,000 would be to work with a vendor to track threats to the office and Department personnel across major social media platforms; and
- 2 \$84,800 would go towards engaging professional personal security services to accompany the Secretary and other staff as needed for key public events.

RECOMMENDATION: Staff recommends \$120,000 in ongoing annual increased cash fund spending authority.

ANALYSIS: Elections workers across the U.S. have been subject to rising levels of threats of violence in the wake of the 2020 General Election. This has been noted by the U.S. Departments of Justice

(DOJ) and Homeland Security (DHS). The DOJ Task Force on Threats to Election Officials is requesting that election officials send them information on threats they have identified. Research from the Bipartisan Policy Center and the Brennan Center calls the increases in the level of threats election workers received in 2020 and 2021 alarming. In their report, they recommend that states:

- Pass new laws and appropriate funds to provide greater personal security for election officials and workers; and
- Make additional investments to secure election offices and ensure that they have processes in place to coordinate swift investigation and prosecution of those responsible for threats to election workers¹.

CURRENT SITUATION

Department of State personnel and the Secretary of State have increasingly and repeatedly been the subject of violent threats, public posting of private information, and online harassment. There has also been a significant increase in the distribution of election misinformation since the 2020 General Election, which DHS has warned is leading to increase online activity regarding threats to elected officials. The Department sees these as threats to personnel as well as their ability to ensure secure and safe elections.

- The Department had previously allocated staff to sift through social media and identify threats to Department personnel and elections. While these staff were able to identify several threats and bring them to CSP and the Colorado Information Analysis Center (CIAC), the Department states these staff did not have the expertise or long-term capacity to continue these efforts.
- CSP previously provided one-off security for the Secretary in June of 2021, however the Department's needs for physical security go beyond the authority of CSP. CSP is required only to protect the Governor and his family as well as members of the General Assembly when in the State Capitol Complex or as requested by legislative leadership. There is no security mandate for other statewide elected officials. If this additional security were to go through CSP, there would need to be a statutory change to allow for this.
- The Committee approved a supplemental appropriation for the Department to cover these services in FY 2021-22, however stated they would prefer to see this type of service go through CSP in the future.

CSP and the Department have been in regular conversations about the Department's security concerns. The focus of CSP and CIAC is identifying threats to State personnel and property and determining whether they meet a standard for actionability. The Department has a need for a more immediate approach to information on threats as they are looking more broadly at potential threats to election workers and systems. The Department states that at this point, the information about threats to elections continues to be a one way flow of information from them to CIAC.

FUNDING

The Department's focus with this request is their ability to ensure free and fair elections. In consultation with legal services, staff finds that this could fall under the direct and indirect costs of the Department as stated in Section 24-21-104 (3)(b), C.R.S, and no statutory changes would be necessary for using the DOS cash fund for this purpose.

¹ https://www.brennancenter.org/sites/default/files/2021-06/BCJ-130_Election%20Officials_fact%20sheet.pdf

The Department believes these services should be covered by an appropriation from the General Fund. They believe there is a clear public interest in protecting the State’s election infrastructure and find it reasonable that the General Fund should bear the cost of this necessary protection. In consultation with legal services staff, JBC staff has determined that this may require a statutory amendment regarding the Department’s ability to appropriate General Fund for this purpose.

If the Committee approves General Fund spending authority, JBC staff recommends that the Committee sponsor legislation to amend Section 24-21-104.5, C.R.S, to authorize the use of General Fund for this purpose, rather than the DOS Cash Fund. Staff would request permission to begin working with the Department and the Office of Legislative Legal Services on a committee bill draft to implement this legislative change.

RECOMMENDATION

The Committee previously approved a supplemental bill for \$120,800 cash funds for the Department to contract for both private security services and threat monitoring in FY 2021-22. For the FY 2022-23 request, staff is recommending ongoing \$120,000 cash fund spending authority from the DOS cash fund for threat monitoring purposes. This is based on the Committee’s previous comments that they would prefer to see security services provided through CSP rather than private security. For this reason, staff is not recommending the \$64,800 in spending authority specified for this purpose. It does appear however, that the Department is needing to broaden their work in securing elections through threat-monitoring around election misinformation and broad threats to election workers and systems in the state, and CIAC currently does not see this expansion as part of their role. For this reason, staff is recommending increased cash fund spending authority of \$120,000 to the Department for this purpose.

LINE ITEM DETAIL – ADMINISTRATION DIVISION

PERSONAL SERVICES

This line item provides funding for employees' salaries and wages, as well as the associated state contribution to the Public Employees Retirement Association (PERA) and the state share of the federal Medicare taxes. It also funds contract services, wages for temporary employees, sick and annual leave payouts, and other similar expenditures.

STATUTORY AUTHORITY: Section 24-50-101 *et seq.*, and 24-21-101, *et seq.*, C.R.S.

REQUEST: The Department requests an appropriation of \$2,322,015 cash funds and 21.1 FTE for FY 2022-23.

***RECOMMENDATION:* Staff recommends an appropriation of \$2,265,215 cash funds for FY 2022-23.**

ADMINISTRATION DIVISION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$2,064,622	\$0	\$2,064,622	\$0	\$0	21.1
HB 22-1182 (Supplemental)	113,800	0	113,800	0	0	0.0
TOTAL	\$2,178,422	\$0	\$2,178,422	\$0	\$0	21.1

ADMINISTRATION DIVISION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$2,178,422	\$0	\$2,178,422	\$0	\$0	21.1
R1 Security services	120,000	0	120,000	0	0	0.0
Annualize prior year legislation and budget actions	(33,207)	0	(33,207)	0	0	0.0
TOTAL	\$2,265,215	\$0	\$2,265,215	\$0	\$0	21.1
INCREASE/(DECREASE)	\$86,793	\$0	\$86,793	\$0	\$0	0.0
Percentage Change	4.0%	0.0%	4.0%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$2,322,015	\$176,800	\$2,145,215	\$0	\$0	21.1
Request Above/(Below) Recommendation	\$56,800	\$176,800	(\$120,000)	\$0	\$0	0.0

HEALTH, LIFE, AND DENTAL

This line item provides funding for the Department's share of the cost of group benefit plans providing health, life, and dental insurance for state employees.

STATUTORY AUTHORITY: Sections 24-50-609, 24-50-611, and 24-50-104 (1)(a)(II), C.R.S., and defined in Section 24-50-603 (9), C.R.S.

REQUEST: The Department requests an appropriation of \$1,740,831 cash funds for FY 2022-23. This includes a common policy adjustment and a non-prioritized budget amendment request.

RECOMMENDATION: **Staff recommendation is provided in the table below and reflects the Committee's decision on common policy.** JBC staff requests permission to make adjustments as necessary to reflect Committee final action for this line item.

ADMINISTRATION DIVISION, HEALTH, LIFE, AND DENTAL						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$1,599,943	\$0	\$1,599,943	\$0	\$0	0.0
TOTAL	\$1,599,943	\$0	\$1,599,943	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$1,599,943	\$0	\$1,599,943	\$0	\$0	0.0
Centrally appropriated line items	139,667	0	139,667	0	0	0.0
Non-prioritized decision items	1,221	0	1,221	0	0	0.0
TOTAL	\$1,740,831	\$0	\$1,740,831	\$0	\$0	0.0
INCREASE/(DECREASE)	\$140,888	\$0	\$140,888	\$0	\$0	0.0
Percentage Change	8.8%	0.0%	8.8%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$1,740,831	\$0	\$1,740,831	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

SHORT-TERM DISABILITY

This line item provides funding for the Department's share of short-term disability insurance premiums for state employees. The State currently provides 100.0 percent of the premiums for this insurance.

STATUTORY AUTHORITY: Sections 24-50-611 and 24-50-603 (13), C.R.S.

REQUEST: The Department requests an appropriation of \$19,091 cash funds for FY 2022-23. This includes a common policy adjustment.

RECOMMENDATION: **Staff recommendation is provided in the table below and reflects the Committee’s decision on common policy.** JBC staff requests permission to make adjustments as necessary to reflect Committee final action for this line item.

ADMINISTRATION DIVISION, SHORT-TERM DISABILITY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$18,277	\$0	\$18,277	\$0	\$0	0.0
TOTAL	\$18,277	\$0	\$18,277	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$18,277	\$0	\$18,277	\$0	\$0	0.0
Centrally appropriated line items	814	0	814	0	0	0.0
TOTAL	\$19,091	\$0	\$19,091	\$0	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	4.5%	0.0%	4.5%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAID FAMILY AND MEDICAL LEAVE INSURANCE [NEW LINE ITEM]

Colorado Proposition 118, Paid Family Medical Leave Initiative, was approved by voters in November 2020. The newly created paid family and medical leave insurance program requires employers and employees in Colorado to pay a payroll premium to finance paid family and medical leave insurance benefits beginning January 1, 2023 in order to finance up to 12 weeks of paid family medical leave for eligible employees beginning January 1, 2024. The premium is 0.9 percent with at least half of the cost paid by the employer.

STATUTORY AUTHORITY: Section 8-13.3-501 et seq., C.R.S.

REQUEST: The Department requests an appropriation of \$26,846 cash funds for FY 2022-23. The request includes the creation of a new line item to accommodate a new common policy.

RECOMMENDATION: **Staff recommends \$26,846 cash funds for FY 2022-23, which reflects Committee common policy.** JBC staff requests permission to make adjustments necessary to reflect Committee final action for this line item.

S.B. 04-257 AMORTIZATION EQUALIZATION DISBURSEMENT

Pursuant to S.B. 04-257, this line item provides additional funding to increase the state contribution to the Public Employees' Retirement Association (PERA).

STATUTORY AUTHORITY: Section 24-51-411, C.R.S.

REQUEST: The Department requests an appropriation of \$596,581 cash funds for FY 2022-23. This includes a common policy adjustment.

RECOMMENDATION: **Staff recommendation is provided in the table below and reflects the Committee's decision on common policy.** JBC staff requests permission to make adjustments as necessary to reflect Committee final action for this line item.

ADMINISTRATION DIVISION, S.B. 04-257 AMORTIZATION EQUALIZATION DISBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$578,281	\$0	\$578,281	\$0	\$0	0.0
TOTAL	\$578,281	\$0	\$578,281	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$578,281	\$0	\$578,281	\$0	\$0	0.0
Centrally appropriated line items	18,300	0	18,300	0	0	0.0
TOTAL	\$596,581	\$0	\$596,581	\$0	\$0	0.0
INCREASE/(DECREASE)	\$18,300	\$0	\$18,300	\$0	\$0	0.0
Percentage Change	3.2%	0.0%	3.2%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$596,581	\$0	\$596,581	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT

Pursuant to S.B. 06-235, this line item provides additional funding to increase the state contribution for PERA.

STATUTORY AUTHORITY: Section 24-51-411, C.R.S.

REQUEST: The Department requests an appropriation of \$ 596,581cash funds for FY 2022-23. This includes a common policy adjustment and a non-prioritized budget amendment request.

RECOMMENDATION: **Staff recommendation is provided in the table below and reflects the Committee's decision on common policy.** JBC staff requests permission to make adjustments as necessary to reflect Committee final action for this line item.

ADMINISTRATION DIVISION, S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$578,281	\$0	\$578,281	\$0	\$0	0.0

ADMINISTRATION DIVISION, S.B. 06-235 SUPPLEMENTAL AMORTIZATION EQUALIZATION DISBURSEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
TOTAL	\$578,281	\$0	\$578,281	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$578,281	\$0	\$578,281	\$0	\$0	0.0
Centrally appropriated line items	18,300	0	18,300	0	0	0.0
TOTAL	\$596,581	\$0	\$596,581	\$0	\$0	0.0
INCREASE/(DECREASE)	\$18,300	\$0	\$18,300	\$0	\$0	0.0
Percentage Change	3.2%	0.0%	3.2%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$596,581	\$0	\$596,581	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PERA DIRECT DISTRIBUTION

This line item is included as a common policy allocation payment for the state portion of the PERA Direct Distribution created in Section 24-51-414, C.R.S., enacted in S.B. 18-200.

STATUTORY AUTHORITY: Section 24-51-414, (2) C.R.S.

REQUEST: The Department requests an appropriation of \$282,593 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, PERA DIRECT DISTRIBUTION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$255,791	\$0	\$255,791	\$0	\$0	0.0
TOTAL	\$255,791	\$0	\$255,791	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$255,791	\$0	\$255,791	\$0	\$0	0.0
Centrally appropriated line items	26,802	0	26,802	0	0	0.0
TOTAL	\$282,593	\$0	\$282,593	\$0	\$0	0.0
INCREASE/(DECREASE)	\$26,802	\$0	\$26,802	\$0	\$0	0.0
Percentage Change	10.5%	0.0%	10.5%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$282,593	\$0	\$282,593	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

SALARY SURVEY

This line item provides funding to pay for annual increases for salary survey.

STATUTORY AUTHORITY: Section 24-50-104, C.R.S.

REQUEST: The Department requests an appropriation of \$392,180 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is provided in the table below and reflects the Committee’s common policy decision on this item for a 3.0 percent increase.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, SALARY SURVEY						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$378,464	\$0	\$378,464	\$0	\$0	0.0
TOTAL	\$378,464	\$0	\$378,464	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$378,464	\$0	\$378,464	\$0	\$0	0.0
Centrally appropriated line items	392,180	0	392,180	0	0	0.0
Annualize prior year legislation and budget actions	(378,464)	0	(378,464)	0	0	0.0
TOTAL	\$392,180	\$0	\$392,180	\$0	\$0	0.0
INCREASE/(DECREASE)	\$13,716	\$0	\$13,716	\$0	\$0	0.0
Percentage Change	3.6%	0.0%	3.6%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAID FAMILY MEDICAL LEAVE FUNDING [PENDING NEW LINE ITEM]

This line item would fund the backfill costs associated with state employees utilizing 160 hours or four weeks of Paid Family Medical Leave.

STATUTORY AUTHORITY: Not applicable.

REQUEST: The Department requests an appropriation of \$6,330 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item.

WORKERS' COMPENSATION

This line item is used to pay for the Department's share of the state's workers' compensation program run by the Department of Personnel.

STATUTORY AUTHORITY: Section 24-30-1510.7, C.R.S.

REQUEST: The Department requests an appropriation of \$54,069 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, WORKERS' COMPENSATION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$51,618	\$0	\$51,618	\$0	\$0	0.0
TOTAL	\$51,618	\$0	\$51,618	\$0	\$0	0.0
FY 2021-22 Appropriation						
Centrally appropriated line items	2,451	0	2,451	0	0	0.0
TOTAL	\$54,069	\$0	\$54,069	\$0	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	4.7%	0.0%	4.7%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item provides funding for supplies and materials for the Administration Division, as well as for certain services that are not covered by other line items such as capital outlay (replacement of equipment, furniture, and other items that cost less than \$50,000, as well as building repair and remodeling costing less than \$15,000), utilities, telecommunications, custodial services, equipment rental, storage, dues and subscription, office supplies, and printing and reproduction costs.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests an appropriation of \$458,000 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommends an appropriation of \$450,000 cash funds for FY 2022-23.**

ADMINISTRATION DIVISION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$450,000	\$0	\$450,000	\$0	\$0	0.0
HB 22-1182 (Supplemental)	(68,000)	0	(68,000)	0	0	0.0
TOTAL	\$382,000	\$0	\$382,000	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$382,000	\$0	\$382,000	\$0	\$0	0.0
Annualize prior year legislation and budget actions	68,000	0	68,000	0	0	0.0
R1 Security services	0	0	0	0	0	0.0
TOTAL	\$450,000	\$0	\$450,000	\$0	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	17.8%	0.0%	17.8%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$8,000	\$8,000	\$0	\$0	\$0	0.0

LEGAL SERVICES

This line item provides funding for the Department to purchase legal services from the Department of Law.

STATUTORY AUTHORITY: Sections 24-31-101 (1)(a) and 24-75-112 (1)(i), C.R.S.

REQUEST: The Department requests an appropriation of \$879,286 cash funds for the purchase of legal services from the Department of Law for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department's request.

ADMINISTRATION DIVISION, LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$648,827	\$0	\$648,827	\$0	\$0	0.0
TOTAL	\$648,827	\$0	\$648,827	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$648,827	\$0	\$648,827	\$0	\$0	0.0
Centrally appropriated line items	230,459	0	230,459	0	0	0.0
TOTAL	\$879,286	\$0	\$879,286	\$0	\$0	0.0
INCREASE/(DECREASE)	\$230,459	\$0	\$230,459	\$0	\$0	0.0
Percentage Change	35.5%	0.0%	35.5%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$879,286	\$0	\$879,286	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OUTSIDE LEGAL SERVICES

This line item provides funding for the Department to purchase legal services from attorneys outside the Attorney General's Office, when a conflict occurs.

STATUTORY AUTHORITY: Sections 24-31-101 (1)(a) and 24-75-112 (1)(i), C.R.S.

REQUEST: The Department requests a continuation-level appropriation of \$25,000 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department's request.

ADMINISTRATION DIVISION, OUTSIDE LEGAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$25,000	\$0	\$25,000	\$0	\$0	0.0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$25,000	\$0	\$25,000	\$0	\$0	0.0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$0	0.0
Percentage Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$25,000	\$0	\$25,000	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

ADMINISTRATIVE LAW JUDGE SERVICES

This line item is used to purchase administrative law services from the Department of Personnel.

STATUTORY AUTHORITY: Sections 24-30-1001 (3) and 24-30-1002, C.R.S.

REQUEST: The Department requests an appropriation of \$69,650 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, ADMINISTRATIVE LAW JUDGE SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$16,040	\$0	\$16,040	\$0	\$0	0.0
TOTAL	\$16,040	\$0	\$16,040	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$16,040	\$0	\$16,040	\$0	\$0	0.0
Centrally appropriated line items	53,610	0	53,610	0	0	0.0
TOTAL	\$69,650	\$0	\$69,650	\$0	\$0	0.0
INCREASE/(DECREASE)	\$53,610	\$0	\$53,610	\$0	\$0	0.0
Percentage Change	334.2%	0.0%	334.2%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$69,650	\$0	\$69,650	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS

This line item is used to reimburse the Department of Personnel for the Department's share of the state's liability and property insurance.

STATUTORY AUTHORITY: Sections 24-10-116, 24-30-1510, and 24-30-1510.5, C.R.S.

REQUEST: The Department requests an appropriation of \$265,400 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, PAYMENT TO RISK MANAGEMENT AND PROPERTY FUNDS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$159,124	\$0	\$159,124	\$0	\$0	0.0
TOTAL	\$159,124	\$0	\$159,124	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$159,124	\$0	\$159,124	\$0	\$0	0.0
Centrally appropriated line items	104,135	0	104,135	0	0	0.0
Non-prioritized decision items	2,141	0	2,141	0	0	0.0
TOTAL	\$265,400	\$0	\$265,400	\$0	\$0	0.0
INCREASE/(DECREASE)	\$106,276	\$0	\$106,276	\$0	\$0	0.0
Percentage Change	66.8%	0.0%	66.8%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$265,400	\$0	\$265,400	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

VEHICLE LEASE PAYMENTS

This line item provides funding for annual payments to the Department of Personnel for the cost of administration and lease-purchase payments for new and replacement vehicles. The Department uses these vehicles for three main purposes: for election staff who support counties and local election administration and training, for the investigations team in the Business and Licensing Division for investigating charitable bingo raffles, and for miscellaneous use such as traveling to conferences, trainings, and out of town data centers that Department IT staff maintain.

STATUTORY AUTHORITY: Section 24-30-1104 (2), C.R.S.

REQUEST: The Department requests an appropriation of \$10,144 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, VEHICLE LEASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$12,443	\$0	\$12,443	\$0	\$0	0.0
HB 22-1182 (Supplemental)	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$12,443	\$0	\$12,443	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						

ADMINISTRATION DIVISION, VEHICLE LEASE PAYMENTS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 Appropriation	\$12,443	\$0	\$12,443	\$0	\$0	0.0
Non-prioritized decision items	(2,299)	0	(2,299)	0	0	0.0
TOTAL	\$10,144	\$0	\$10,144	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$2,299)	\$0	(\$2,299)	\$0	\$0	0.0
Percentage Change	(18.5%)	0.0%	(18.5%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$10,144	\$0	\$10,144	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

LEASED SPACE

The line item provides funding for the Department's office space at 1700 Broadway, Denver, which houses all divisions and employees. The amount includes the Department's share of annual operating expenses for the building.

STATUTORY AUTHORITY: Section 24-30-1303, C.R.S.

REQUEST: The Department requests an appropriation of \$1,303,579 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department's request.

ADMINISTRATION DIVISION, LEASED SPACE						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$1,205,433	\$0	\$1,205,433	\$0	\$0	0.0
TOTAL	\$1,205,433	\$0	\$1,205,433	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$1,205,433	\$0	\$1,205,433	\$0	\$0	0.0
Centrally appropriated line items	98,146	0	98,146	0	0	0.0
TOTAL	\$1,303,579	\$0	\$1,303,579	\$0	\$0	0.0
INCREASE/(DECREASE)	\$98,146	\$0	\$98,146	\$0	\$0	0.0
Percentage Change	8.1%	0.0%	8.1%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$1,303,579	\$0	\$1,303,579	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

PAYMENTS TO OIT

This line item provides funding for information technology services provided by the Governor's Office of Information Technology (OIT).

STATUTORY AUTHORITY: Sections 24-37.5-103, 24-37.5-506, and 24-37.5-604, C.R.S.

REQUEST: The Department requests an appropriation of \$355,476 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, PAYMENTS TO OIT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$505,524	\$0	\$505,524	\$0	\$0	0.0
Other legislation	\$0	\$0	\$0	\$0	\$0	0.0
TOTAL	\$505,524	\$0	\$505,524	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$505,524	\$0	\$505,524	\$0	\$0	0.0
Centrally appropriated line items	(142,945)	0	(142,945)	0	0	0.0
Non-prioritized decision items	(7,103)	0	(7,103)	0	0	0.0
TOTAL	\$355,476	\$0	\$355,476	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$150,048)	\$0	(\$150,048)	\$0	\$0	0.0
Percentage Change	(29.7%)	0.0%	(29.7%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$355,476	\$0	\$355,476	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

CORE OPERATIONS

The line item provides funding for the Department's share of the statewide accounting system (CORE) used by the Office of the State Controller to record all state revenues and expenditures.

STATUTORY AUTHORITY: Section 24-30-209, C.R.S.

REQUEST: The Department requests an appropriation of \$22,754 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ADMINISTRATION DIVISION, CORE OPERATIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$19,539	\$0	\$19,539	\$0	\$0	0.0
TOTAL	\$19,539	\$0	\$19,539	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$19,539	\$0	\$19,539	\$0	\$0	0.0
Centrally appropriated line items	3,215	0	3,215	0	0	0.0
TOTAL	\$22,754	\$0	\$22,754	\$0	\$0	0.0
INCREASE/(DECREASE)	\$3,215	\$0	\$3,215	\$0	\$0	0.0

ADMINISTRATION DIVISION, CORE OPERATIONS						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
Percentage Change	16.5%	0.0%	16.5%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$22,754	\$0	\$22,754	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

ELECTRONIC RECORDING TECHNOLOGY BOARD

The appropriation associated with this line item is for informational purposes because funding for the Electronic Recording Technology Board (ERTB) is continuously appropriated, pursuant to Section 24-21-404 (1)(a), C.R.S. Statute authorizes the ERTB to operate until September 1, 2022, pending a sunset review. The ERTB is a Type 1 agency, exercising its statutory powers, duties, and functions independently of the executive director of its principal department. The ERTB is designated an enterprise and is not subject to any provision of Section 20 of Article X of the State Constitution, per Section 24-21-402 (2), C.R.S. The Board receives its appropriation from the Electronic Recording Technology Fund, which is funded by a surcharge of up to two dollars that is uniformly collected on all documents received by a county clerk and recorder for recording and filing, pursuant to Section 24-21-403 (2). This surcharge is set to decrease to a maximum of one dollar on January 1, 2022.

STATUTORY AUTHORITY: Section 24-21-404 *et seq.*, C.R.S.

REQUEST: The Department requests an appropriation of \$3,599,556 cash funds to reflect the ERTB’s FY 2022-23 beginning balance.

RECOMMENDATION: **Staff recommends appropriating \$3,599,556 cash funds for FY 2022-23.**

ADMINISTRATION DIVISION, ELECTRONIC RECORDING TECHNOLOGY BOARD						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$2,222,375	\$0	\$2,222,375	\$0	\$0	0.0
TOTAL	\$2,222,375	\$0	\$2,222,375	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$2,222,375	\$0	\$2,222,375	\$0	\$0	0.0
Technical adjustments	1,377,181	0	1,377,181	0	0	0.0
TOTAL	\$3,599,556	\$0	\$3,599,556	\$0	\$0	0.0
INCREASE/(DECREASE)						
INCREASE/(DECREASE)	\$1,377,181	\$0	\$1,377,181	\$0	\$0	0.0
Percentage Change	62.0%	0.0%	62.0%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$3,599,556	\$0	\$3,599,556	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INDIRECT COST ASSESSMENT

This line item funds the Department's share of statewide indirect costs. Statewide indirect costs are overhead costs associated with the operation of general government functions and recovered from cash and federal funded programs.

STATUTORY AUTHORITY: Section 24-75-1401, C.R.S.

REQUEST: The Department requests an appropriation of \$259,249 cash funds for FY 2022-23. This includes an adjustment to reflect the Department's share of requested statewide indirect cost recoveries.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department's request.

ADMINISTRATION DIVISION, INDIRECT COST ASSESSMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$148,425	\$0	\$148,425	\$0	\$0	0.0
TOTAL	\$148,425	\$0	\$148,425	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$148,425	\$0	\$148,425	\$0	\$0	0.0
Centrally appropriated line items	110,824	0	110,824	0	0	0.0
TOTAL	\$259,249	\$0	\$259,249	\$0	\$0	0.0
INCREASE/(DECREASE)	\$110,824	\$0	\$110,824	\$0	\$0	0.0
Percentage Change	74.7%	0.0%	74.7%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$259,249	\$0	\$259,249	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

DISCRETIONARY FUND

Each of the five elected state officials receives an allowance, specified in statute, for "expenditure in pursuance of official business as each elected official sees fit." Subject to annual appropriation by the General Assembly, the Secretary of State receives \$5,000 cash funds for this purpose.

STATUTORY AUTHORITY: Section 24-9-105, C.R.S.

REQUEST: The Department requests a continuation-level appropriation of \$5,000 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommends an appropriation of \$5,000 cash funds for FY 2022-23** in accordance with the statutory allowance for all state elected officials.

(2) INFORMATION TECHNOLOGY DIVISION

Information Technology Division provides technical and project management services, systems development, and support for information technology systems in the Department, including: (1) web based search and filing services used by the Business and Licensing Division to processes over 2,500 web-based transactions daily; and (2) the statewide voter registration and election management system (SCORE). The ITS division is also responsible for ensuring the Department's compliance with the Colorado Information Security Act. Funding for this division is provided entirely by the Department of State Cash Fund.

INFORMATION TECHNOLOGY DIVISION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 Appropriation						
SB 21-205 (Long Bill)	\$9,199,483	\$0	\$9,199,483	\$0	\$0	46.0
HB 22-1182 (Supplemental)	75,000	0	75,000	0	0	0.0
Other legislation	767,455	271,360	496,095	0	0	0.0
TOTAL	\$10,041,938	\$271,360	\$9,770,578	\$0	\$0	46.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$10,041,938	\$271,360	\$9,770,578	\$0	\$0	46.0
R2 Hardware/software cost increase	171,075	0	171,075	0	0	0.0
R3 Money-in-politics system	1,610,000	1,610,000	0	0	0	0.0
Annualize prior year legislation and budget actions	262,777	609,000	(346,223)	0	0	0.0
Centrally appropriated line items	0	(457,349)	0	457,349	0	0.0
Technical adjustments	0	0	0	0	0	0.0
TOTAL	\$12,085,790	\$2,033,011	\$9,595,430	\$457,349	\$0	46.0
INCREASE/(DECREASE)	\$2,043,852	\$1,761,651	(\$175,148)	\$457,349	\$0	0.0
Percentage Change	20.4%	649.2%	(1.8%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	(\$110,000)	(\$110,000)	\$0	\$0	\$0	0.0

① TECHNICAL ADJUSTMENT FOR THE ANNUALIZATION OF S.B. 21-250

The technical adjustment included in the recommendation shifts \$30,000 in cash fund spending authority from the Operating Expenses line item to the Hardware/Software Maintenance line item. This is to accurately reflect the implementation of S.B. 21-250 (Elections and Voting).

DECISION ITEMS - INFORMATION TECHNOLOGY DIVISION

➔ R2 – HARDWARE/SOFTWARE COST INCREASE

REQUEST: The Department requests \$171,075 in additional continuous spending authority from the DOS Cash Fund in FY 2022-23 and \$318,076 in FY 2023-24 and in each even fiscal year thereafter.

RECOMMENDATION: Staff recommends approving this request.

ANALYSIS: The Information Technology (IT) Division uses the Hardware/Software Maintenance appropriation to pay for most of the Department’s ongoing license and maintenance costs associated with its IT systems for the Business and Licensing and Election Divisions’ programming. These include statewide business and voter registration databases, cybersecurity, software development infrastructure, online filing systems, support of end-user systems, and maintaining secure design, development, testing and production support of internal and external tools and devices. The Department continues to report increasing costs of software and hardware.

REQUEST BREAKDOWN

The Department’s decision item request to the annual base appropriation includes the following items:

- An annual increase of \$12,000 for support and licensing costs for statewide use of the signature cure system;
- An annual increase of \$3,200 for support and licensing costs for the state’s election results reporting; and
- An increase of 6.4 percent or \$155,875 in ongoing spending authority above the Department’s FY 2021-22 appropriation based on estimated inflationary increases for the period from July 2019 to July 2021.

The Department’s decision item request to the annual base appropriation in even fiscal years for elections that do not include a federal contest includes the following items:

- An increase of \$82,000 in even fiscal years for annual support and licensing costs for statewide use of the signature cure system; and
- An increase of \$65,000 in even fiscal years starting with FY 2023-24 to cover the cost of ballot tracking for elections.

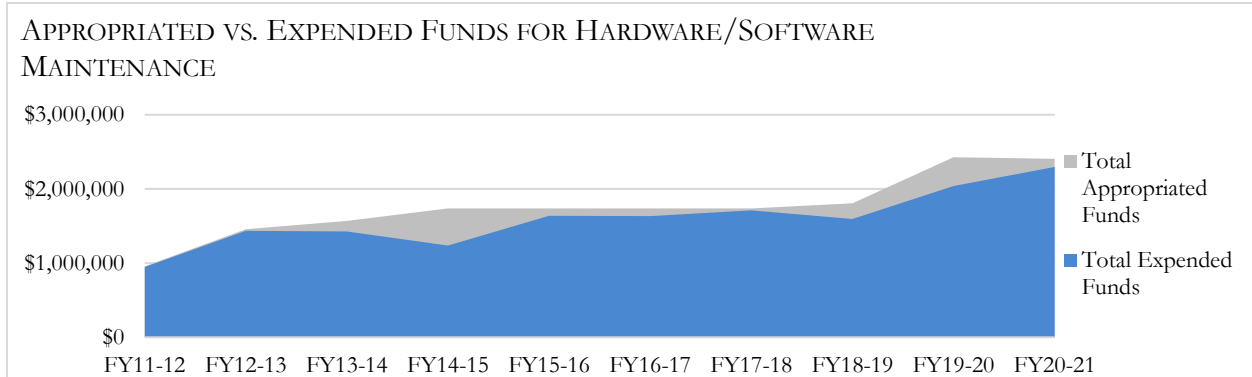
ELECTIONS

The Department has implemented a number of new services, particularly those related to elections. For the 2020 General Election, the Department added statewide ballot tracking and the TXT2CURE/TXT2SIGN system that enables voters with missing or discrepant signatures, missing identification for mail ballots, or a missing signature on the voter registration application to cure the discrepancy electronically. Both systems functioned well and helped to add transparency for the election system. The Department also provides statewide election night reporting (ENR) and the current contract will expire at the end of the calendar year. The Department recently issued a Request for Proposals for ENR and expects that there will be a market-driven cost increase in the vendor responses. The Department anticipates elections vendors will raise prices as a result of increased scrutiny and threats to elections systems and vendors, and that routine election security practices by the state and counties will also become more expensive as a result of more rigorous security and access controls.

THE ELECTION CYCLE AND HAVA FUNDING

The Department is able to use supplemental HAVA funding only when for the administration of federal elections. For example, the added funding provided by the CARES Act in 2020 was specific to the 2020 election cycle. In odd state fiscal years (even calendar years), the State has increased access to federal funding and in even state fiscal years (odd calendar years), it does not. While the number of participating voters also impacts the annual costs of election cycles, the Department reports that the ability to access federal HAVA funding or not has a significantly larger one on their budget. The graph below highlights both the increase in appropriations for this line item over time as well as the cyclical

nature of expenditures by the Department for this purpose. To best leverage federal funding, the Department is requesting lower increased appropriations during federal election years.



INFLATION

The hardware/software maintenance appropriation was adjusted as a result of market forces in FY 2019-20, however the Department continues to cite inflation is a factor in the increasing cost of information technology products and services. The Consumer Price Index (CPI) for All Urban Consumers U.S. City Average for All Items from the Bureau of Labor Statistics was approximately a 6.4% increase in the two years from July 2019 to July 2021. This was the number the Department used in calculating the necessary increase in spending authority related to inflationary pressures. While the Department follows state pricing agreements, they contract with many national vendors, and these contracts do not precisely align with the State fiscal year.

The Department annually reverts around \$100,000 of their appropriation for this line item. While this could be used to absorb some of the inflationary pressures the Department is experiencing, this reversion has not been consistent in recent years, so it would not be guaranteed to cover the added costs of inflation. Additionally, the Department does not yet have an exact idea of how exactly inflation will impact vendor pricing for upcoming contracts.

RECOMMENDATION

Staff recommends approving this request in order for the Department to be able to maintain contracts with national vendors throughout the year as well as maintain election systems.

→ R3 – MONEY-IN-POLITICS SYSTEM

REQUEST: The Department is requesting a \$1,500,000 General Fund appropriation for development of a combined campaign finance and lobbyist disclosure system. The Joint Technology Committee (JTC) will make forthcoming recommendations to the JBC on the prioritization of this request.

RECOMMENDATION: Staff recommends a \$1,610,000 one-time General Fund appropriation for FY 2022-23 with roll-forward authority through FY 2023-24. Staff also recommends the Committee sponsor legislation to amend statute to allow the Department access to General Fund for this purpose.

The JTC will provide final recommendations on the prioritization of IT Capital requests on February 15, 2022, however they appear to strongly support the request by the Department. The additional

\$110,000 on top of the original request that is being recommended by staff is based upon a JTC request of the Department to expand testing during the development of this project.

ANALYSIS: The Department of State currently manages two separate online systems related to money in politics. These are Transparency in Contribution and Expenditure Reporting (TRACER), the public disclosure website for campaign finance in Colorado, and the Online Lobby System (Lobby) for disclosure of statewide lobbying activity directed at the Colorado legislature, Colorado State Agencies and Departments, and the Colorado Independent Redistricting Commissions. The Department believes that both TRACER and Lobby could be updated to improve user experience, functionality, and ease of maintenance. The Department seeks to create a joint system that houses disclosure for both campaign finance and lobbyist disclosure, centralizing the reporting of money spent to influence Colorado's government.

This project would cost approximately \$1.6 million and the Department is requesting this out of the General Fund. All future maintenance of the system would come from the DOS Cash Fund, and the Department estimates this to be equivalent to current maintenance costs.

JOINT TECHNOLOGY COMMITTEE

The Department has presented the JTC with this request. During the meeting, the JTC recommended a more robust usability testing process for the new system, and recommended the Department provide an updated funding request based on this analysis. The Department estimates this would increase the request by an additional \$110,000 General Fund for a total of \$1,610,000.

The JTC has forthcoming recommendations for the JBC on the prioritization of IT capital projects.

ACCESS TO IT CAPITAL CONSTRUCTION FUND

Under current law, it is not clear that non-executive branch agencies may have information technology projects funded in the IT Capital section of the Long Bill. On that basis, staff recommends funding this request in the Department operating budget. In order to provide General Fund for this project, staff recommends that the Committee sponsor legislation to authorize the use of General Fund for this project. Additionally, staff recommends providing multi-year spending authority through FY 2023-24.

FUNDING

The development of both the Lobby system (released in 2002) and TRACER (released in 2010) were funded through the DOS Cash Fund. In both FY 2001-02 and FY 2009-10, the DOS Cash Fund had large excess reserves. The additional expenditures to develop these systems were more easily borne by the Cash Fund and helped the Department to comply with the statutory maximum reserve.

The Department does not believe this investment should be covered by business and licensing fees. Campaign Finance penalties are set in statute and are an inconsistent revenue stream, so the Department would need to increase annual Lobbyist registration fees to cover the cost of the new system. They estimate that in order to do so, annual Lobbyist registration fees would have to temporarily increase from \$40 to \$2,000 per lobbyist.

The Department seeks General Fund support for the new Money in Politics System. This would be a one-time investment in state elections infrastructure that would then be maintained through the DOS Cash Fund in the future. There is public interest in maintaining transparent financial processes with

regards to how money affects politics and government in the state. It appears valid that General Fund should bear the cost of the new system.

RECOMMENDATION

Staff recommends a one-time \$1,610,000 General Fund appropriation to the Department for this purpose for FY 2022-23 with roll-forward authority through FY 2023-24.

If the Committee approves this recommendation, staff recommends the Committee sponsor additional legislation to modify Sections 24-21-104 and 24-21-104.5, C.R.S, to authorize the use of General Fund for this purpose by the Department of State. Under this provision, the Department is required to set the fees that are credited to the DOS Cash Fund based on its total direct and indirect costs. This provision includes specific exceptions for certain types of election expenses that are instead covered by General Fund appropriations. The recommended bill would expand these exceptions to include this project.

LINE ITEM DETAIL - INFORMATION TECHNOLOGY DIVISION

PERSONAL SERVICES

This line item provides funding for employees' salaries and wages, as well as the associated state contribution to the Public Employees Retirement Association (PERA) and the state share of the federal Medicare taxes. It also funds contract services, wages for temporary employees, sick and annual leave payouts, and other similar personal services expenditures.

STATUTORY AUTHORITY: Section 24-50-101 *et seq.*, C.R.S.

REQUEST: The Department requests an appropriation of \$6,890,023 cash funds and 46.0 FTE for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

INFORMATION TECHNOLOGY DIVISION, INFORMATION TECHNOLOGY, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$5,844,791	\$0	\$5,844,791	\$0	\$0	46.0
Other legislation	735,660	271,360	464,300	0	0	0.0
TOTAL	\$6,580,451	\$271,360	\$6,309,091	\$0	\$0	46.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$6,580,451	\$271,360	\$6,309,091	\$0	\$0	46.0
Annualize prior year legislation and budget actions	309,572	609,000	(299,428)	0	0	0.0
Centrally appropriated line items	0	(457,349)	0	457,349	0	0.0
TOTAL	\$6,890,023	\$423,011	\$6,009,663	\$457,349	\$0	46.0
INCREASE/(DECREASE)	\$309,572	\$151,651	(\$299,428)	\$457,349	\$0	0.0
Percentage Change	4.7%	55.9%	(4.7%)	0.0%	0.0%	0.0%

INFORMATION TECHNOLOGY DIVISION, INFORMATION TECHNOLOGY, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2022-23 EXECUTIVE REQUEST	\$6,890,023	\$423,011	\$6,009,663	\$457,349	\$0	46.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item provides funding for the operating expenses of the Information Technology Division, including supplies and materials, utilities, custodial services, equipment rental, storage, dues and subscriptions, office supplies, and printing expenses.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests an appropriation of \$503,724 cash funds for FY 2022-23.

TECHNICAL ADJUSTMENTS: The recommendation includes a decrease of \$30,000 cash funds from the DOS Cash Fund to reflect an accurate implementation of S.B. 21-250 (Elections and Voting).

RECOMMENDATION: Staff recommends appropriating \$503,724 cash funds for FY 2022-23.

INFORMATION TECHNOLOGY DIVISION, INFORMATION TECHNOLOGY, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$503,724	\$0	\$503,724	\$0	\$0	0.0
Other legislation	31,795	0	31,795	0	0	0.0
TOTAL	\$535,519	\$0	\$535,519	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$535,519	\$0	\$535,519	\$0	\$0	0.0
Technical adjustments	(30,000)	0	(30,000)	0	0	0.0
Annualize prior year legislation and budget actions	(1,795)	0	(1,795)	0	0	0.0
TOTAL	\$503,724	\$0	\$503,724	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$31,795)	\$0	(\$31,795)	\$0	\$0	0.0
Percentage Change	(5.9%)	0.0%	(5.9%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$503,724	\$0	\$503,724	\$0	\$0	0.0
Request Above/(Below)						
Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

HARDWARE/SOFTWARE MAINTENANCE

This line item provides funding for hardware and software maintenance contracts and repairs, as well as ongoing software services.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests an appropriation of \$2,636,625 cash funds for FY 2022-23.

TECHNICAL ADJUSTMENTS: The recommendation includes an increase of \$30,000 cash funds from the DOS Cash Fund to reflect an accurate implementation of S.B. 21-250 (Elections and Voting).

RECOMMENDATION: Staff recommends appropriating \$2,636,625 cash funds for FY 2022-23.

	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$2,405,550	\$0	\$2,405,550	\$0	\$0	0.0
HB 22-1182 (Supplemental)	75,000	0	75,000	0	0	0.0
TOTAL	\$2,480,550	\$0	\$2,480,550	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$2,480,550	\$0	\$2,480,550	\$0	\$0	0.0
R2 Hardware/software cost increase	171,075	0	171,075	0	0	0.0
Technical adjustments	30,000	0	30,000	0	0	0.0
Annualize prior year legislation and budget actions	(45,000)	0	(45,000)	0	0	0.0
TOTAL	\$2,636,625	\$0	\$2,636,625	\$0	\$0	0.0
INCREASE/(DECREASE)	\$156,075	\$0	\$156,075	\$0	\$0	0.0
Percentage Change	6.3%	0.0%	6.3%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$2,636,625	\$0	\$2,636,625	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

INFORMATION TECHNOLOGY ASSET MANAGEMENT

This line item provides funding for the replacement of the Department's IT assets on a predictable schedule in order to increase asset reliability, reduce maintenance costs, and create a more predictable stream of IT expenses.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests an appropriation of \$1,500,000 General Fund and \$445,418 cash funds for FY 2022-23.

RECOMMENDATION: Staff recommends an appropriation of \$1,610,000 General Fund and \$445,418 cash funds for FY 2022-23.

INFORMATION TECHNOLOGY DIVISION, INFORMATION TECHNOLOGY, INFORMATION TECHNOLOGY ASSET MANAGEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$445,418	\$0	\$445,418	\$0	\$0	0.0
TOTAL	\$445,418	\$0	\$445,418	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$445,418	\$0	\$445,418	\$0	\$0	0.0
R3 Money-in-politics system	1,610,000	1,610,000	0	0	0	0.0
TOTAL	\$2,055,418	\$1,610,000	\$445,418	\$0	\$0	0.0

INFORMATION TECHNOLOGY DIVISION, INFORMATION TECHNOLOGY, INFORMATION TECHNOLOGY ASSET MANAGEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	\$1,610,000	\$1,610,000	\$0	\$0	\$0	0.0
Percentage Change	361.5%	0.0%	0.0%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$1,945,418	\$1,500,000	\$445,418	\$0	\$0	0.0
Request Above/(Below) Recommendation	(\$110,000)	(\$110,000)	\$0	\$0	\$0	0.0

(3) ELECTIONS DIVISION

The Elections Division administers statewide statutory and constitutional provisions that relate to elections, including the administration of the initiative and referendum process. This includes supervising primary, general, and congressional vacancy elections; maintaining the statewide voter registration database; authorizing official recounts for federal, state, and district elections; and administering the Fair Campaign Practices Act. The Elections Division also helps the Secretary of State supervise the 64 county clerks in the execution of their statutory responsibilities relating to voter registration and elections. Additionally, the Division administers the lobbyist program. This division is funded by the Department of State Cash Fund and the continuously-appropriated Federal Elections Assistance Fund, which was established to receive federal Help America Vote Act (HAVA) funding.

ELECTIONS DIVISION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 Appropriation						
SB 21-205 (Long Bill)	\$8,747,307	\$0	\$8,747,307	\$0	\$0	39.7
TOTAL	\$8,747,307	\$0	\$8,747,307	\$0	\$0	39.7
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$8,747,307	\$0	\$8,747,307	\$0	\$0	39.7
Annualize prior year legislation and budget actions	115,528	0	115,528	0	0	0.0
Centrally appropriated line items	59,528	0	59,528	0	0	0.0
Technical adjustments	(1,426,773)	0	(1,426,773)	0	0	0.0
TOTAL	\$7,495,590	\$0	\$7,495,590	\$0	\$0	39.7
INCREASE/(DECREASE)	(\$1,251,717)	\$0	(\$1,251,717)	\$0	\$0	0.0
Percentage Change	(14.3%)	0.0%	(14.3%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$1,426,773	\$0	\$1,426,773	\$0	\$0	0.0

i TECHNICAL ADJUSTMENT TO THE HAVA LINE ITEM

The technical adjustment included in the recommendation includes a decrease of \$1,426,773 cash funds from for the HAVA line item in order for it to reflect the informational amount of \$10,000.

i LOCAL ELECTION REIMBURSEMENT

The Department reimburses counties for costs related to presidential primary elections and statewide ballot issues on a 'per voter' basis. This is driven by the number of eligible registered voters in each county and the reimbursement rate specified in statute. Local election reimbursement generally comes out of the DOS Cash Fund. The County Clerks Association believes the current reimbursement rate is too low, and would like to see it raised with annual adjustments for inflation. The reimbursement rate has not been changed since 2012, however the total amount the counties are reimbursed mirrors population changes. At this point, staff has only been sent the data on past election costs for a few counties in the state and cannot make a recommendation on this issue.

LINE ITEM DETAIL - ELECTIONS DIVISION

PERSONAL SERVICES

This line item provides funding for employees' salaries and wages, as well as the associated state contribution to the Public Employees Retirement Association (PERA) and the state share of the federal Medicare taxes. It also funds contract services, wages for temporary employees, sick and annual leave payouts, and other similar personal services expenditures.

STATUTORY AUTHORITY: Section 24-50-101 *et seq.*, C.R.S.

REQUEST: The Department requests an appropriation of \$3,109,679 cash funds and 39.7 FTE for FY 2022-23.

RECOMMENDATION: **Staff recommends appropriating \$3,109,679 cash funds for FY 2022-23.**

ELECTIONS DIVISION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$3,007,901	\$0	\$3,007,901	\$0	\$0	39.7
TOTAL	\$3,007,901	\$0	\$3,007,901	\$0	\$0	39.7
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$3,007,901	\$0	\$3,007,901	\$0	\$0	39.7
Annualize prior year legislation and budget actions	101,778	0	101,778	0	0	0.0
TOTAL	\$3,109,679	\$0	\$3,109,679	\$0	\$0	39.7
INCREASE/(DECREASE)	\$101,778	\$0	\$101,778	\$0	\$0	0.0
Percentage Change	3.4%	0.0%	3.4%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item provides funding for the operational costs of the Division.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests an appropriation of \$340,100 cash funds for FY 2022-23. This includes the annualization of prior year legislation.

RECOMMENDATION: **Staff recommends appropriating \$340,100 cash funds for FY 2022-23.**

ELECTIONS DIVISION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$326,350	\$0	\$326,350	\$0	\$0	0.0
TOTAL	\$326,350	\$0	\$326,350	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$326,350	\$0	\$326,350	\$0	\$0	0.0
Annualize prior year legislation and budget actions	13,750	0	13,750	0	0	0.0
TOTAL	\$340,100	\$0	\$340,100	\$0	\$0	0.0
INCREASE/(DECREASE)	\$13,750	\$0	\$13,750	\$0	\$0	0.0
Percentage Change	4.2%	0.0%	4.2%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$340,100	\$0	\$340,100	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

HELP AMERICA VOTE ACT PROGRAM

Congress passed the Help America Vote Act (HAVA) in 2002 to improve the administration of federal elections. In 2003, the Colorado General Assembly passed the "Colorado Help America Vote Act" which included the creation of the Federal Elections Assistance Cash Fund to receive federal and state moneys appropriated for HAVA-related purposes (H.B. 03-1356). The total appropriation for this line item included for informational purposes only.

STATUTORY AUTHORITY: Section 1-1.5-106 (2) (b), C.R.S.

REQUEST: The Department requests an appropriation of \$1,436,773 cash funds for FY 2022-23.

TECHNICAL ADJUSTMENTS: The recommendation includes a decrease of \$1,426,773 cash funds from the DOS Cash Fund to reflect the informational amount of \$10,000. These funds are shown for informational purposes and are continuously appropriated pursuant to Section 1-1.5-106 (2) (b), C.R.S. The Department has already been granted roll-forward spending authority for the previous appropriation of \$1,426,773 until FY 2024-25.

RECOMMENDATION: Staff recommends an informational appropriation of \$10,000 cash funds for FY 2022-23.

ELECTIONS DIVISION, HELP AMERICA VOTE ACT PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$1,436,773	\$0	\$1,436,773	\$0	\$0	0.0
TOTAL	\$1,436,773	\$0	\$1,436,773	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$1,436,773	\$0	\$1,436,773	\$0	\$0	0.0
Technical adjustments	(1,426,773)	0	(1,426,773)	0	0	0.0
TOTAL	\$10,000	\$0	\$10,000	\$0	\$0	0.0

ELECTIONS DIVISION, HELP AMERICA VOTE ACT PROGRAM						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
INCREASE/(DECREASE)	(\$1,426,773)	\$0	(\$1,426,773)	\$0	\$0	0.0
Percentage Change	(99.3%)	0.0%	(99.3%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$1,436,773	\$0	\$1,436,773	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$1,426,773	\$0	\$1,426,773	\$0	\$0	0.0

LOCAL ELECTION REIMBURSEMENT

The Secretary of State is required by statute to reimburse counties for the costs related to having a statewide issue on the ballot. Pursuant to H.B. 12-1143 (State Reimbursement of Counties), counties with fewer than 10,000 active voters are reimbursed at a rate of \$0.90 per active registered voter, and counties with more than 10,000 active registered voters are reimbursed at a rate of \$0.80 per active registered voter. As of January 2022, there are approximately 4.3 million active registered voters in the state.

STATUTORY AUTHORITY: Section 1-5-505.5, C.R.S.

REQUEST: The Department requests \$3,200,000 cash funds for FY 2022-23.

RECOMMENDATION: Staff recommends appropriating \$3,200,000 cash funds for FY 2022-23.

INITIATIVE AND REFERENDUM

This appropriation provides funding for the Department’s contract with Runbeck Election Services (RES) to automate the petition review process. RES utilizes software to scan, review, and match petition signatures and signer information with official voter registration records as part of the Department’s review and validation process. Expenditures are primarily driven by the number of initiatives received during a given year, and they fluctuate because only TABOR-related initiatives are permitted on the November ballot for odd-year elections. There are no restrictions on the types of initiatives for even-year elections (presidential and gubernatorial election years), so even-year expenditures are generally higher. Since FY 2011-12, odd-year expenditures have averaged \$191,685 while even-year expenditures have averaged \$374,092.

STATUTORY AUTHORITY: Section 1-40-101, C.R.S.

REQUEST: The Department requests an appropriation of \$165,000 cash funds for FY 2022-23.

RECOMMENDATION: Staff recommends appropriating \$165,000 cash funds for FY 2022-23.

DOCUMENT MANAGEMENT

This appropriation provides funding for petition verification provided by the Department of Personnel, the activities of the Ballot Title Setting Board, and the cost of translating the ballot information booklet (the "Blue Book") into Spanish. Expenditures are primarily driven by the number of initiatives received during a given year, and they fluctuate because only TABOR-related initiatives are permitted on the November ballot for odd-year elections. There are no restrictions on the types of initiatives for even-year elections (presidential and gubernatorial election years), so even-year expenditures are generally higher. This being said, there have only been two years of appropriations

for Document Management in the Department of State – FY 2019-20 and FY 2020-21 – with appropriations of \$241,589 and \$440,715, respectively.

STATUTORY AUTHORITY: Section 1-40-101, C.R.S.

REQUEST: The Department requests an appropriation of \$670,811 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommendation is pending a Committee common policy decision on this item.** JBC staff requests permission to reflect Committee final action for this line item. The amount reflected in the table below represents the Department’s request.

ELECTIONS DIVISION, DOCUMENT MANAGEMENT						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$611,283	\$0	\$611,283	\$0	\$0	0.0
TOTAL	\$611,283	\$0	\$611,283	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$611,283	\$0	\$611,283	\$0	\$0	0.0
Centrally appropriated line items	59,528	0	59,528	0	0	0.0
TOTAL	\$670,811	\$0	\$670,811	\$0	\$0	0.0
INCREASE/(DECREASE)						
Percentage Change	9.7%	0.0%	9.7%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

(4) BUSINESS AND LICENSING DIVISION

The Business and Licensing Division is responsible for processing filings from businesses and nonprofits and collecting the associated fees, as well as: overseeing the Business Intelligence Center and the Go Code Colorado statewide app challenge event; licensing entities involved in charitable gaming; registering charitable organizations; licensing and regulating notaries public; and publishing the Code of Colorado Regulations.

BUSINESS AND LICENSING DIVISION						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 Appropriation						
SB 21-205 (Long Bill)	\$3,503,228	\$0	\$3,503,228	\$0	\$0	39.7
Other legislation	37,923	0	37,923	0	0	0.7
TOTAL	\$3,541,151	\$0	\$3,541,151	\$0	\$0	40.4
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$3,541,151	\$0	\$3,541,151	\$0	\$0	40.4
Annualize prior year legislation and budget actions	54,151	0	54,151	0	0	(0.7)
TOTAL	\$3,595,302	\$0	\$3,595,302	\$0	\$0	39.7
INCREASE/(DECREASE)	\$54,151	\$0	\$54,151	\$0	\$0	(0.7)
Percentage Change	1.5%	0.0%	1.5%	0.0%	0.0%	(1.7%)
FY 2022-23 EXECUTIVE REQUEST	\$3,595,302	\$0	\$3,595,302	\$0	\$0	39.7
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	(0.0)

DECISION ITEMS - BUSINESS AND LICENSING DIVISION

The Secretary of State did not submit any decision items for this division.

LINE ITEM DETAIL - BUSINESS AND LICENSING DIVISION

PERSONAL SERVICES

This line item provides funding for employees' salaries and wages, as well as the associated state contribution to the Public Employees Retirement Association (PERA) and the state share of the federal Medicare taxes. It also funds contract services, wages for temporary employees, sick and annual leave payouts, and other similar personal services expenditures.

STATUTORY AUTHORITY: Section 24-50-101 *et seq.*, C.R.S.

REQUEST: The Department requests an appropriation of \$2,687,041 cash funds and 38.7 FTE for FY 2022-23.

RECOMMENDATION: **Staff recommends appropriating \$2,687,041 cash funds for FY 2022-23.**

BUSINESS AND LICENSING DIVISION, PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$2,597,268	\$0	\$2,597,268	\$0	\$0	38.7
Other legislation	\$32,573	\$0	\$32,573	\$0	\$0	0.7
TOTAL	\$2,629,841	\$0	\$2,629,841	\$0	\$0	39.4
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$2,629,841	\$0	\$2,629,841	\$0	\$0	39.4
Annualize prior year legislation and budget actions	57,200	0	57,200	0	0	(0.7)
TOTAL	\$2,687,041	\$0	\$2,687,041	\$0	\$0	38.7
INCREASE/(DECREASE)	\$57,200	\$0	\$57,200	\$0	\$0	(0.7)
Percentage Change	2.2%	0.0%	2.2%	0.0%	0.0%	(1.8%)
FY 2022-23 EXECUTIVE REQUEST	\$2,687,041	\$0	\$2,687,041	\$0	\$0	38.7
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

OPERATING EXPENSES

This line item provides funding for the operational costs of the Division.

STATUTORY AUTHORITY: Section 24-21-101, C.R.S.

REQUEST: The Department requests a continuation-level appropriation of \$126,380 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommends an appropriation of \$126,380 cash funds for FY 2022-23.**

BUSINESS AND LICENSING DIVISION, OPERATING EXPENSES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$126,380	\$0	\$126,380	\$0	\$0	0.0
Other legislation	\$5,350	\$0	\$5,350	\$0	\$0	0.0
TOTAL	\$131,730	\$0	\$131,730	\$0	\$0	0.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$131,730	\$0	\$131,730	\$0	\$0	0.0
Annualize prior year legislation and budget actions	(5,350)	0	(5,350)	0	0	0.0
TOTAL	\$126,380	\$0	\$126,380	\$0	\$0	0.0
INCREASE/(DECREASE)	(\$5,350)	\$0	(\$5,350)	\$0	\$0	0.0
Percentage Change	(4.1%)	0.0%	(4.1%)	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST	\$126,380	\$0	\$126,380	\$0	\$0	0.0
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

BUSINESS INTELLIGENCE CENTER PERSONAL SERVICES

This line item provides funding for personal services expenditures for the Business Intelligence Center

program. This includes funding for: the BIC Program Manager salary and benefits; the contract with the vendor that runs the Go Code Colorado event; the collection and publication of data to the Colorado Information Marketplace; and legal services associated with the one-year contracts offered to the winning teams from the Go Code Colorado event. The Business Intelligence Center was officially created in statute after passage of Joint Budget Committee bill H.B. 16-1014 (Secretary of State Business Intelligence Unit).

STATUTORY AUTHORITY: Section 24-21-116 (3), C.R.S.

REQUEST: The Department requests an appropriation of \$631,881 cash funds and 1.0 FTE for FY 2022-23.

RECOMMENDATION: **Staff recommends an appropriation of \$631,881 cash funds for FY 2022-23.**

BUSINESS AND LICENSING DIVISION, BUSINESS INTELLIGENCE CENTER PERSONAL SERVICES						
	TOTAL FUNDS	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS	FTE
FY 2021-22 APPROPRIATION						
SB 21-205 (Long Bill)	\$629,580	\$0	\$629,580	\$0	\$0	1.0
TOTAL	\$629,580	\$0	\$629,580	\$0	\$0	1.0
FY 2022-23 RECOMMENDED APPROPRIATION						
FY 2021-22 Appropriation	\$629,580	\$0	\$629,580	\$0	\$0	1.0
Annualize prior year legislation and budget actions	2,301	0	2,301	0	0	0.0
TOTAL	\$631,881	\$0	\$631,881	\$0	\$0	1.0
INCREASE/(DECREASE)	\$2,301	\$0	\$2,301	\$0	\$0	0.0
Percentage Change	0.4%	0.0%	0.4%	0.0%	0.0%	0.0%
FY 2022-23 EXECUTIVE REQUEST						
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	0.0

BUSINESS INTELLIGENCE CENTER OPERATING EXPENSES

This line item provides funding for the operating expenses of the Business Intelligence Center Program. These expenditures are primarily associated with the Go Code Colorado event and include: travel reimbursement, communications and marketing, software program licenses, contracts and licenses for winning apps, and administrative fees. The Business Intelligence Center was officially created in statute after passage of Joint Budget Committee bill H.B. 16-1014 (Secretary of State Business Intelligence Unit).

STATUTORY AUTHORITY: Section 24-21-116 (3), C.R.S.

REQUEST: The Department requests a continuation-level appropriation of \$150,000 cash funds for FY 2022-23.

RECOMMENDATION: **Staff recommends an appropriation of \$150,000 cash funds for FY 2022-23.**

LONG BILL FOOTNOTES AND REQUESTS FOR INFORMATION

LONG BILL FOOTNOTES

For the 2022 Long Bill, staff recommends **CONTINUING** the following footnotes:

- 101 Department of State, Information Technology Division, Personal Services -- Of this appropriation, \$271,360 General Fund remains available for expenditure until the close of the 2022-23 state fiscal year. It is the General Assembly's intent that this appropriation be used to implement S.B. 19-235.

COMMENT: This funding continues to be available to the Department in order to implement automatic voter registration in the State. The Department has not indicated any failure to expend funds in the allotted time frame.

- 102 Department of State, Elections Division, Help America Vote Act Program – Of this amount, \$10,000 is for informational purposes only, and \$866,773 remains available for expenditure until the completion of the project or the close of the 2024-25 state fiscal year, whichever comes first.

COMMENT: The Department continues to spend this funding and update the committee on the remaining balance.

- 103 Department of State, Elections Division, Local Election Reimbursement – If actual reimbursements to counties required by section 1-5-505.5, C.R.S., exceed the cash funds amount specified in this line item, the Department may spend up to 115.0 percent of the cash funds amount specified to make the required reimbursements.

COMMENT: The purpose of this footnote is to provide the Department of State with some flexibility in its appropriation for a statutorily required disbursement of funds, before it is required to come to the General Assembly for overexpenditure authority when the number of registered voters in November exceed the estimate made during the spring. The Department has not and does not anticipate utilizing this exception in FY 2021-22.

REQUESTS FOR INFORMATION

Staff recommends **CONTINUING** the following requests for information:

- 1 Department of State, Elections Division, Local Election Reimbursement – The Department is requested to submit a letter addressed to the General Assembly and to the Joint Budget Committee notifying both if, and when, it relies on footnote 115 to overexpend the Local Election Reimbursement line item authorized by aforementioned footnote to meet statutory requirements of Section 1-5-505.5, C.R.S.

COMMENT: This request will service as notice when the Department of State needs to overexpend its appropriation for Local Election Reimbursement to meet the statutory requirements of Section 1-5-505.5, C.R.S. The RFI will allow JBC Staff to assess whether a

staff-initiated increase to the line item is appropriate for the following fiscal year, during the year’s budget cycle.

- 2 Department of State, Business and Licensing Division, Business Intelligence Center – The Department is requested to submit a report with its annual budget request detailing donations received by the Business Intelligence Center, either directly or through the 501(c)(3) organization designated by the Department. The report should include data on the receipt and expenditure of both financial and in-kind donations for the prior fiscal year and year-to-date data on donations made in the current fiscal year. It should also include information on each project ever funded, including public availability/access, features/purpose, and a measure to gauge its success or usage.

COMMENT: This request provides the Committee with a survey of activity of the Department of State related to the Go Code Colorado Apps Challenge.

INDIRECT COST ASSESSMENTS

DESCRIPTION OF INDIRECT COST ASSESSMENT METHODOLOGY

The Department of State does not have an indirect cost recovery plan for departmental indirect costs because it does not receive any General Fund appropriations that need to be offset by collection from other divisions.

The Department is part of the Statewide Indirect Cost Plan, as determined by the State Controller, and there is a line item in the Administration Division that accounts for that appropriation. Recent expenditures, appropriations, and the FY 2022-23 request are detailed in the table below:

DEPARTMENT OF STATE STATEWIDE INDIRECT COST ASSESSMENTS					
	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 ACTUAL	FY 2021-22 APPROPRIATION	FY 2022-23 REQUEST
Statewide Indirect Cost Assessment	\$186,862	\$188,959	\$198,100	\$148,425	\$259,249

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

Appendix A: Numbers Pages

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
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DEPARTMENT OF STATE
Jena Griswold, Secretary of State

(1) ADMINISTRATION DIVISION

Personal Services	<u>1,987,794</u>	<u>2,046,910</u>	<u>2,178,422</u>	<u>2,322,015</u>	<u>2,265,215</u> *
FTE	20.8	22.7	21.1	21.1	21.1
General Fund	0	0	0	176,800	0
Cash Funds	1,987,794	2,046,910	2,178,422	2,145,215	2,265,215
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Health, Life, and Dental	<u>375,000</u>	<u>1,397,500</u>	<u>1,599,943</u>	<u>1,740,831</u>	<u>1,740,831</u> *
General Fund	0	0	0	0	0
Cash Funds	375,000	1,397,500	1,599,943	1,740,831	1,740,831
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Short-term Disability	<u>17,109</u>	<u>17,106</u>	<u>18,277</u>	<u>19,091</u>	<u>19,091</u>
General Fund	0	0	0	0	0
Cash Funds	17,109	17,106	18,277	19,091	19,091
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

* Includes a decision item

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Paid Family and Medical Leave Insurance	<u>0</u>	<u>0</u>	<u>0</u>	<u>26,846</u>	<u>26,846</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	26,846	26,846
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
S.B. 04-257 Amortization Equalization Disbursement	<u>510,000</u>	<u>514,355</u>	<u>578,281</u>	<u>596,581</u>	<u>596,581</u>
General Fund	0	0	0	0	0
Cash Funds	510,000	514,355	578,281	596,581	596,581
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
S.B. 06-235 Supplemental Amortization Equalization					
Disbursement	<u>516,059</u>	<u>514,355</u>	<u>578,281</u>	<u>596,581</u>	<u>596,581</u>
General Fund	0	0	0	0	0
Cash Funds	516,059	514,355	578,281	596,581	596,581
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
PERA Direct Distribution	<u>256,802</u>	<u>0</u>	<u>255,791</u>	<u>282,593</u>	<u>282,593</u>
General Fund	0	0	0	0	0
Cash Funds	256,802	0	255,791	282,593	282,593
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Salary Survey	<u>336,240</u>	<u>0</u>	<u>378,464</u>	<u>392,180</u>	<u>392,180</u>
General Fund	0	0	0	0	0
Cash Funds	336,240	0	378,464	392,180	392,180
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Paid Family Medical Leave Funding	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,330</u>	<u>6,330</u> *
General Fund	0	0	0	0	0
Cash Funds	0	0	0	6,330	6,330
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Workers' Compensation	<u>35,846</u>	<u>41,652</u>	<u>51,618</u>	<u>54,069</u>	<u>54,069</u>
General Fund	0	0	0	0	0
Cash Funds	35,846	41,652	51,618	54,069	54,069
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>1,157,577</u>	<u>315,861</u>	<u>382,000</u>	<u>458,000</u>	<u>450,000</u> *
General Fund	0	0	0	8,000	0
Cash Funds	1,157,577	315,861	382,000	450,000	450,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Legal Services	<u>191,154</u>	<u>261,296</u>	<u>648,827</u>	<u>879,286</u>	<u>879,286</u>
General Fund	0	0	0	0	0
Cash Funds	191,154	261,296	648,827	879,286	879,286
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Outside Legal Services	<u>5,558</u>	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
General Fund	0	0	0	0	0
Cash Funds	5,558	0	25,000	25,000	25,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Administrative Law Judge Services	<u>87,114</u>	<u>16,886</u>	<u>16,040</u>	<u>69,650</u>	<u>69,650</u>
General Fund	0	0	0	0	0
Cash Funds	87,114	16,886	16,040	69,650	69,650
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Payment to Risk Management and Property Funds	<u>115,864</u>	<u>98,823</u>	<u>159,124</u>	<u>265,400</u>	<u>265,400</u> *
General Fund	0	0	0	0	0
Cash Funds	115,864	98,823	159,124	265,400	265,400
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Vehicle Lease Payments	<u>6,139</u>	<u>6,211</u>	<u>12,443</u>	<u>10,144</u>	<u>10,144</u> *
General Fund	0	0	0	0	0
Cash Funds	6,139	6,211	12,443	10,144	10,144
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Leased Space	<u>778,599</u>	<u>1,007,483</u>	<u>1,205,433</u>	<u>1,303,579</u>	<u>1,303,579</u>
General Fund	0	0	0	0	0
Cash Funds	778,599	1,007,483	1,205,433	1,303,579	1,303,579
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Payments to OIT	<u>348,815</u>	<u>434,536</u>	<u>505,524</u>	<u>355,476</u>	<u>355,476</u> *
General Fund	0	0	0	0	0
Cash Funds	348,815	434,536	505,524	355,476	355,476
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
CORE Operations	<u>20,499</u>	<u>24,384</u>	<u>19,539</u>	<u>22,754</u>	<u>22,754</u>
General Fund	0	0	0	0	0
Cash Funds	20,499	24,384	19,539	22,754	22,754
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Electronic Recording Technology Board	<u>4,349,354</u>	<u>2,618,441</u>	<u>2,222,375</u>	<u>3,599,556</u>	<u>3,599,556</u>
General Fund	0	0	0	0	0
Cash Funds	4,349,354	2,618,441	2,222,375	3,599,556	3,599,556
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>0</u>	<u>198,100</u>	<u>148,425</u>	<u>259,249</u>	<u>259,249</u>
General Fund	0	0	0	0	0
Cash Funds	0	198,100	148,425	259,249	259,249
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Discretionary Fund	<u>65</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
General Fund	0	0	0	0	0
Cash Funds	65	0	5,000	5,000	5,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
Staff Working Document - Does Not Represent Committee Decision

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Statewide training	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Merit Pay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Parental Leave	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (1) Administration Division	11,095,588	9,513,899	10,988,807	13,290,211	13,225,411
<i>FTE</i>	<u>20.8</u>	<u>22.7</u>	<u>21.1</u>	<u>21.1</u>	<u>21.1</u>
General Fund	0	0	0	184,800	0
Cash Funds	11,095,588	9,513,899	10,988,807	13,105,411	13,225,411
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
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(2) INFORMATION TECHNOLOGY DIVISION

Personal Services	<u>5,686,492</u>	<u>5,859,075</u>	<u>6,580,451</u>	<u>6,890,023</u>	<u>6,890,023</u>
FTE	38.5	42.8	46.0	46.0	46.0
General Fund	0	0	271,360	423,011	423,011
Cash Funds	5,686,492	5,859,075	6,309,091	6,009,663	6,009,663
Reappropriated Funds	0	0	0	457,349	457,349
Federal Funds	0	0	0	0	0
Operating Expenses	<u>446,864</u>	<u>421,541</u>	<u>535,519</u>	<u>503,724</u>	<u>503,724</u>
General Fund	0	0	0	0	0
Cash Funds	446,864	421,541	535,519	503,724	503,724
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Hardware/Software Maintenance	<u>2,040,158</u>	<u>2,296,357</u>	<u>2,480,550</u>	<u>2,636,625</u>	<u>2,636,625</u> *
General Fund	0	0	0	0	0
Cash Funds	2,040,158	2,296,357	2,480,550	2,636,625	2,636,625
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

JBC Staff Figure Setting - FY 2022-23
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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Information Technology Asset Management	<u>441,539</u>	<u>418,480</u>	<u>445,418</u>	<u>1,945,418</u>	<u>2,055,418</u> *
General Fund	0	0	0	1,500,000	1,610,000
Cash Funds	441,539	418,480	445,418	445,418	445,418
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (2) Information Technology Division	8,615,053	8,995,453	10,041,938	11,975,790	12,085,790
<i>FTE</i>	<u>38.5</u>	<u>42.8</u>	<u>46.0</u>	<u>46.0</u>	<u>46.0</u>
General Fund	0	0	271,360	1,923,011	2,033,011
Cash Funds	8,615,053	8,995,453	9,770,578	9,595,430	9,595,430
Reappropriated Funds	0	0	0	457,349	457,349
Federal Funds	0	0	0	0	0

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
(3) ELECTIONS DIVISION					
Personal Services	<u>2,853,497</u>	<u>2,976,441</u>	<u>3,007,901</u>	<u>3,109,679</u>	<u>3,109,679</u>
FTE	32.6	37.4	39.7	39.7	39.7
General Fund	0	0	0	0	0
Cash Funds	2,853,497	2,976,441	3,007,901	3,109,679	3,109,679
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>298,015</u>	<u>450,640</u>	<u>326,350</u>	<u>340,100</u>	<u>340,100</u>
General Fund	0	0	0	0	0
Cash Funds	298,015	450,640	326,350	340,100	340,100
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Help America Vote Act Program	<u>24,598</u>	<u>8,442,261</u>	<u>1,436,773</u>	<u>1,436,773</u>	<u>10,000</u>
FTE	0.0	1.9	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	24,598	1,211,402	1,436,773	1,436,773	10,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	7,230,859	0	0	0
Local Election Reimbursement	<u>10,195,745</u>	<u>3,067,234</u>	<u>3,200,000</u>	<u>3,200,000</u>	<u>3,200,000</u>
General Fund	7,355,458	0	0	0	0
Cash Funds	2,840,287	3,067,234	3,200,000	3,200,000	3,200,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
Initiative and Referendum	<u>111,925</u>	<u>111,925</u>	<u>165,000</u>	<u>165,000</u>	<u>165,000</u>
General Fund	0	0	0	0	0
Cash Funds	111,925	111,925	165,000	165,000	165,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Document Management	<u>241,589</u>	<u>440,715</u>	<u>611,283</u>	<u>670,811</u>	<u>670,811</u>
General Fund	0	0	0	0	0
Cash Funds	241,589	440,715	611,283	670,811	670,811
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Appropriation to the Local Elections Assistance Cash Fund	<u>2,346,000</u>	<u>1,907,606</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	2,096,000	0	0	0	0
Cash Funds	250,000	1,907,606	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - (3) Elections Division	16,071,369	17,396,822	8,747,307	8,922,363	7,495,590
<i>FTE</i>	<u>32.6</u>	<u>39.3</u>	<u>39.7</u>	<u>39.7</u>	<u>39.7</u>
General Fund	9,451,458	0	0	0	0
Cash Funds	6,619,911	10,165,963	8,747,307	8,922,363	7,495,590
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	7,230,859	0	0	0

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
(4) BUSINESS AND LICENSING DIVISION					
Personal Services	<u>2,345,922</u>	<u>2,613,967</u>	<u>2,629,841</u>	<u>2,687,041</u>	<u>2,687,041</u>
FTE	33.7	36.2	39.4	38.7	38.7
General Fund	0	0	0	0	0
Cash Funds	2,345,922	2,613,967	2,629,841	2,687,041	2,687,041
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>96,816</u>	<u>88,222</u>	<u>131,730</u>	<u>126,380</u>	<u>126,380</u>
General Fund	0	0	0	0	0
Cash Funds	96,816	88,222	131,730	126,380	126,380
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Business Intelligence Center Personal Services	<u>585,826</u>	<u>592,997</u>	<u>629,580</u>	<u>631,881</u>	<u>631,881</u>
FTE	0.8	1.0	1.0	1.0	1.0
General Fund	0	0	0	0	0
Cash Funds	585,826	592,997	629,580	631,881	631,881
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Business Intelligence Center Operating Expenses	<u>27,204</u>	<u>110,711</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
General Fund	0	0	0	0	0
Cash Funds	27,204	110,711	150,000	150,000	150,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Appropriation	FY 2022-23 Request	FY 2022-23 Recommendation
TOTAL - (4) Business and Licensing Division	3,055,768	3,405,897	3,541,151	3,595,302	3,595,302
<i>FTE</i>	<u>34.5</u>	<u>37.2</u>	<u>40.4</u>	<u>39.7</u>	<u>39.7</u>
General Fund	0	0	0	0	0
Cash Funds	3,055,768	3,405,897	3,541,151	3,595,302	3,595,302
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
TOTAL - Department of State	38,837,778	39,312,071	33,319,203	37,783,666	36,402,093
<i>FTE</i>	<u>126.4</u>	<u>142.0</u>	<u>147.2</u>	<u>146.5</u>	<u>146.5</u>
General Fund	9,451,458	0	271,360	2,107,811	2,033,011
Cash Funds	29,386,320	32,081,212	33,047,843	35,218,506	33,911,733
Reappropriated Funds	0	0	0	457,349	457,349
Federal Funds	0	7,230,859	0	0	0