

# Joint Budget Committee



## Staff Figure Setting FY 2025-26

### 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 changes. Brief explanations of each change follow the table. Each division description includes a similar table but does not repeat the brief explanations. Sections following the Department Overview and the division summary tables provide more details about the changes.

To find decision items, look at the Decision Items Affecting Multiple Divisions or the most relevant division. This applies to both decision items requested by the department and recommended by the staff. Decision items appear in the requested priority order within sections.

# 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; verifies business registrants and identifies potential business fraud; 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.

# Summary of Staff Recommendations

Department of State						
Item	Total Funds	General Funds	Cash Funds	Reapprop. Funds	Federal Funds	FTE
FY 2024-25 Appropriation						
HB 24-1430 (Long Bill)	\$45,480,778	\$2,429,601	\$42,741,573	\$309,604	\$0	161.5
Other legislation	1,086,532	75,240	1,011,292	0	0	7.2
<b>Total</b>	<b>\$46,567,310</b>	<b>\$2,504,841</b>	<b>\$43,752,865</b>	<b>\$309,604</b>	<b>\$0</b>	<b>168.7</b>
FY 2025-26 Recommended Appropriation						

Department of State						
Item	Total Funds	General Funds	Cash Funds	Reapprop. Funds	Federal Funds	FTE
FY 2024-25 Appropriation	\$46,567,310	\$2,504,841	\$43,752,865	\$309,604	\$0	168.7
R1 HAVA election security grant state match	200,000	0	200,000	0	0	0.0
R2 Modernizing IT division budget	0	0	0	0	0	0.0
R3 Fraudulent business filings solutions	49,693	0	49,693	0	0	0.9
R4 Security for public meetings	31,048	0	31,048	0	0	0.0
Annualize prior year budget actions	1,733,904	-2,500,587	4,544,095	-309,604	0	3.8
Centrally appropriated line items	1,524,419	0	1,524,419	0	0	0.0
Informational adjustment	-1,938,886	0	-1,938,886	0	0	0.0
Indirect cost assessment	-70,780	0	-70,780	0	0	0.0
Impacts driven by other agencies	-16,858	0	-16,858	0	0	0.0
<b>Total</b>	<b>\$48,079,850</b>	<b>\$4,254</b>	<b>\$48,075,596</b>	<b>\$0</b>	<b>\$0</b>	<b>173.4</b>
Increase/-Decrease from FY 2025-26	\$1,512,540	-\$2,500,587	\$4,322,731	-\$309,604	\$0	4.7
Percentage Change	3.2%	-99.8%	9.9%	-100.0%	0.0%	0.0
FY 2025-26 Executive Request	\$48,048,974	\$4,254	\$48,044,720	\$0	\$0	173.5
Staff Rec. Above/-Below Request	\$30,876	\$0	\$30,876	\$0	\$0	-0.1

## Description of Incremental Changes

**R1 2024 HAVA Election Security Grant State Match:** Staff recommends \$200,000 in one-time Department of State (DOS) Cash Fund spending authority for FY 2025-26 to match a federal HAVA grant for \$1,000,000. The State must match 20.0 percent of these funds in order to access the federal funds, and must have the spending authority by April 25, 2026. This funding is used to support improvements in federal election administration and infrastructure, including the provision of grants to counties for physical and cyber security, improvements to the Statewide Colorado Registration and Election (SCORE) system, performing election audits, and cybersecurity improvements. If this request is not approved, the Department would be required to return the \$1,000,000 in grant funding to the US Election Assistance Commission, as well as accumulated interest.

**R2 Modernizing the IT Division Budget:** Staff recommends a budget neutral reorganization of the Department’s Information Technology Division. At present, the Department has three line items for IT operations: Operating Expenses, Hardware/Software Maintenance, and Asset Management. The Department argues, and staff agrees, that these budgetary categories are outdated. Additionally, consolidation into a single line item will improve operational flexibility, decrease accounting complexity and bring the department’s budget structure in line with current trends in information technology products and services. Due to this, staff recommends consolidation of these line items into a single “Operating Expenses” line.

**R3 Fraudulent Filings Solution:** Staff recommends \$49,693 in cash fund spending authority and 0.9 FTE for FY 2025-26 and \$64,066 cash fund spending authority and 1.0 FTE ongoing for business filing verification. Under H.B. 24-1137 (Implement Fraudulent Filings Group Recommendations), the Department is tasked with developing an alternative residency verification system for ID-deficient agents filing business registrations within Colorado. The Department was directed to meet with stakeholders to assess an alternative verification system due to a late amendment to H.B. 24-1137. Through this process, the Department has identified postal address as the means of verification. Under this plan, the agent will receive correspondence which will direct them to the Department’s website for verification through a QR code or PIN number. The adoption of this

method is expected to increase workload through the delivery of letters to registered agents and an associated increase in customer engagement.

**R4 Increase Security at Public Hearings and Meetings:** Staff recommends \$31,048 cash fund spending authority for FY 2025-26 and \$37,990 ongoing for increased security at public hearings and meetings. The Department coordinates security for public meeting with the Department of Public Safety (DPS). Colorado State Patrol (CSP), a division of CDPS, provides security for these Department of State meetings and hearings. Historically, the Department of State has been able to absorb the costs for this security through existing spending. However, security costs are expected to increase in FY 2025-26 due to anticipated increases in hourly payment to CSP for services. Additionally, there will be an increase in the number of Department meetings requiring uniformed security. The increase in costs for FY 2025-26 is driven by the following:

- H.B. 24-1283 (Secretary of State Review Municipal Campaign Fin. Complaints)
- S.B. 24-210 (Modifications to Election Law) – Creates a hearing process for complaints regarding petitions
- Continuing Legal Education (CLE) course for the public
- Title Board – Increased number and length of Title Board hearings
- Pending changes to General Policies and Administration – Potential rule change will bring a number of hearing processes in-house for the Department.

**Annualize prior year budget actions:** The recommendation includes an increase of \$1.7 million total funds, including a decrease of \$2.5 million General Fund, to reflect the out-year impacts of prior year legislation; summarized in the table below.

Annualize prior year budget actions						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
SB23-276 Modify election law	\$2,544,347	-\$2,190,396	\$5,044,347	-\$309,604	\$0	1.0
TA Even FY HW/SW maint increase	147,000	0	147,000	0	0	0.0
FY 2024-25 Step Plan	0	0	0	0	0	0.0
HB24-1137 Fraudulent filings recs	-236,643	0	-236,643	0	0	2.5
HB21-1071 Ranked choice voting nonpartisan elect	-234,951	-234,951	0	0	0	0.0
Annualize HAVA grant funding	-234,488	0	-234,488	0	0	0.0
SB24-072 Voting for confined eligible electors	-167,400	-75,240	-92,160	0	0	0.0
SB25-999 DOS Supplemental	-54,000	0	-54,000	0	0	0.0
HB24-1283 SOS review of municipal campaign fin complaints	-13,675	0	-13,675	0	0	0.1
HB24-1326 Bingo raffle lic sunset review	-12,632	0	-12,632	0	0	0.2
SB24-210 Modification to laws regarding elections	-3,654	0	-3,654	0	0	0.0
<b>Total</b>	<b>\$1,733,904</b>	<b>-\$2,500,587</b>	<b>\$4,544,095</b>	<b>-\$309,604</b>	<b>\$0</b>	<b>3.8</b>

**Informational adjustments:** The recommendation includes a reduction of \$1.9 million to the Electronic Recording Technology Board Fund to accurately reflect the Electronic Recording Technology Board’s balance.

**Centrally appropriated line items:** The recommendation includes the following adjustments to centrally appropriated line items for FY 2025-26, totaling \$1.5 million cash funds. Final amounts will reflect the Committee’s decisions on Common Policy.

Centrally appropriated line items						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Health, life, and dental	\$461,788	\$0	\$461,788	\$0	\$0	0.0
Salary survey	422,995	0	422,995	0	0	0.0

Centrally appropriated line items						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Legal services	300,436	0	300,436	0	0	0.0
AED and SAED adjustment	220,366	0	220,366	0	0	0.0
DPA Document management	137,546	0	137,546	0	0	0.0
Leased space	57,000	0	57,000	0	0	0.0
Risk management & property	51,734	0	51,734	0	0	0.0
Step Plan	48,752	0	48,752	0	0	0.0
Paid Family & Medical Leave Insurance	9,917	0	9,917	0	0	0.0
PERA direct distribution	9,684	0	9,684	0	0	0.0
Short-term disability	3,306	0	3,306	0	0	0.0
Prior year salary survey	0	0	0	0	0	0.0
Payments to OIT	-150,909	0	-150,909	0	0	0.0
ALJ services	-38,647	0	-38,647	0	0	0.0
Workers' compensation	-6,597	0	-6,597	0	0	0.0
Health, life, dental true-up	-2,085	0	-2,085	0	0	0.0
CORE operations	-867	0	-867	0	0	0.0
<b>Total</b>	<b>\$1,524,419</b>	<b>\$0</b>	<b>\$1,524,419</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

**Indirect Cost Assessment:** The recommendation includes a reduction of \$70,780 in cash fund spending authority for the Department’s indirect cost assessment.

**Impacts Driven by Other Agencies:** The request includes a net decrease of \$16,858 in cash fund spending authority for the impacts of decision items in other departments, summarized in the table below.

Impacts driven by other agencies						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
NP2 OAC staffing	\$273	\$0	\$273	\$0	\$0	0.0
BANP Short-term disability	-12,306	0	-12,306	0	0	0.0
NP1 Annual fleet vehicle request	-4,825	0	-4,825	0	0	0.0
<b>Total</b>	<b>-\$16,858</b>	<b>\$0</b>	<b>-\$16,858</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

## Decision Items Affecting Multiple Divisions

### → R3 Fraudulent Filings Solution

#### Request

The Department requests \$55,033 in cash funds and 1.0 FTE for FY 2025-26 and ongoing for business filing verification.

## Recommendation

Staff recommends partial approval of the request for \$49,693 in spending authority from the Department of State Cash Fund<sup>1</sup> and 0.9 FTE.

R3 Fraudulent Filings Solution						
	FY 2025-26 Request		FY 2025-26 Rec.		FY 2026-27 Impact	
	Cash Funds	FTE	Cash Funds	FTE	Cash Funds	FTE
Salary	\$41,834	1.0	\$36,914	0.9	\$41,016	1.0
PERA	4,857		4,293		4,770	
Medicare	607		536		595	
<b>Subtotal-Personal Services, B&amp;L Div.</b>	<b>\$47,298</b>		<b>\$41,743</b>		<b>\$46,381</b>	
Computer Software	0	1.0	330	0.9	330	1.0
Computer	2,000		1,670		0	
Telephone	235		450		450	
<b>Subtotal-OpEx , IT Division</b>	<b>\$2,235</b>		<b>\$2,450</b>		<b>\$450</b>	
Supplies	500		500		500	
Furniture	5,000		5,000		0	
<b>Subtotal-OpEx, B&amp;L Div.</b>	<b>\$5,500</b>		<b>\$5,500</b>		<b>\$500</b>	
Centrally appropriated line items	0		0		16,735	
<b>Total-Staffing-related costs</b>	<b>55,033</b>	<b>1.0</b>	<b>49,693</b>	<b>0.9</b>	<b>64,066</b>	<b>1.0</b>

## Analysis

Under H.B. 24-1137 (Implement Fraudulent Filings Group Recommendations), the Department is tasked with developing an alternative residency verification system for ID-deficient agents filing business registrations within Colorado. The legislation was passed with an amendment in early may which implemented this requirement for verification of ID deficient agents on May 3, 2024. At that time, the Department suggested that the amendment would drive an increased fiscal impact, but would be unable to ascertain this impact before passage.

The Department was directed to meet with stakeholders to assess an alternative verification system due to a late amendment to H.B. 24-1137. Through this process, the Department has identified postal address as the means of verification. Under this plan, the agent will receive correspondence which will direct them to the Department’s website for verification through a QR code or PIN number. The adoption of this method is expected to increase workload through the delivery of letters to registered agents and an associated increase in customer engagement. The Department has estimated that 51,476 individuals in Colorado will require this form of verification, with the Department unable to absorb this increased workload in existing appropriations once H.B. 24-1137 goes into effect on July 1, 2025.

<sup>1</sup> Created in Section 24-21-104(3)(b), C.R.S.



# (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						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$16,862,808	\$0	\$16,862,808	\$0	\$0	25.6
Other legislation	\$27,769	\$0	\$27,769	\$0	\$0	0.2
<b>Total FY 2024-25</b>	<b>\$16,890,577</b>	<b>\$0</b>	<b>\$16,890,577</b>	<b>\$0</b>	<b>\$0</b>	<b>25.8</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$16,890,577	\$0	\$16,890,577	\$0	\$0	25.8
Annualize prior year budget actions	-134,909	0	-134,909	0	0	0.5
Informational adjustment	-1,938,886	0	-1,938,886	0	0	0.0
Centrally appropriated line items	1,031,034	0	1,031,034	0	0	0.0
Indirect cost assessment	-70,780	0	-70,780	0	0	0.0
Impacts driven by other agencies	-16,858	0	-16,858	0	0	0.0
R4 Security for public meetings	31,048	0	31,048	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$15,791,226</b>	<b>\$0</b>	<b>\$15,791,226</b>	<b>\$0</b>	<b>\$0</b>	<b>26.3</b>
Increase/-Decrease From FY 2024-25	-\$1,099,351	\$0	-\$1,099,351	\$0	\$0	0.5
Percentage Change	-6.5%	0.0%	-6.5%	0.0%	0.0%	1.9%
FY 2025-26 Executive Request	\$15,755,010	\$0	\$15,755,010	\$0	\$0	26.3
Staff Rec. Above/-Below Request	\$36,216	\$0	\$36,216	\$0	\$0	0.0

## Decision Items

### → R4 Increase Security at Public Hearings and Meetings

#### Request

The Department requests \$31,048 cash fund spending authority for FY 2025-26 and \$37,990 ongoing for increased security at public hearings and meetings.

## Recommendation

Staff recommends approval of the request for \$31,048 in cash fund spending authority from the Department of State Cash Fund.<sup>2</sup>

## Analysis

The Department has requested increased appropriations to pay for security costs at public hearings and meetings. The Department has typically been able to absorb these costs under existing appropriations. However, the Department has suggested that the following factors have driven increased security costs:

- An increasing threat environment toward election administrators, with an increased number of credible threats made against election officials;
- Increasing hourly costs for security services from Colorado State Patrol (CSP); and
- Legislative and administrative changes, which have increased the total number of hearing and meeting hours within the Department

The Department coordinates security for public meeting with the Department of Public Safety (DPS). CSP, a division of CDPS, provides security for these Department of State meetings and hearings. Historically, the Department of State has been able to absorb the costs for this security through existing appropriations. However, security costs are expected to increase due to anticipated increases in hourly payment to CSP for services in FY 2025-26, as well as an increase in the number of Department meetings requiring uniformed security. The increase in costs for FY 2025-26 is driven by the following:

- H.B. 24-1283 (Secretary of State Review Municipal Campaign Fin. Complaints)
- S.B. 24-210 (Modifications to Election Law) – Creates a hearing process for complaints regarding petitions
- Continuing Legal Education (CLE) course for the public
- Title Board – Increased number and length of Title Board hearings
- Pending changes to General Policies and Administration (Rule 3) – Potential rule change will bring a number of hearing processes in-house for the Department, including those for notaries.

The following table shows the estimated security costs for FY 2025-26.

Security Expenditures for FY 2025-26			
Hearing/Meeting	Estimated Hours per year	CSP Rate	Total
Title Board	150	\$135.52	\$20,328
2024 Election Legislation	87.5	135.52	11,858
Rule 3 Hearings	86	135.52	11,655
Rulemaking	12	135.52	1,626
Continuing Legal Education	6	135.52	813
		<b>Total Security Costs</b>	<b>\$46,280</b>
		Less existing expenditures	15,232
		<b>Recommendation</b>	<b>\$31,048</b>

<sup>2</sup> Created in Section 24-21-104(3)(b), C.R.S.

Staff generally agrees with the Department’s assessment regarding the need for increased security. Increases in the hourly rate for CSP, coupled with the large increase in public meetings and hearings led by the Department, will drive a large cost increase in security for FY 2025-26. Furthermore, there is some evidence that the threat environment has increased for election officials since 2021.<sup>3</sup>

## Line Item Detail

### 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 \$3,064,415 cash funds and 26.3 FTE.

*Recommendation:* **Staff recommends approving the request, which is summarized in the table below.**

Administration Division, Personal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$2,826,733	\$0	\$2,826,733	\$0	\$0	25.6
Other legislation	\$27,669	\$0	\$27,669	\$0	\$0	0.2
<b>Total FY 2024-25</b>	<b>\$2,854,402</b>	<b>\$0</b>	<b>\$2,854,402</b>	<b>\$0</b>	<b>\$0</b>	<b>25.8</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$2,854,402	\$0	\$2,854,402	\$0	\$0	25.8
Centrally appropriated line items	98,925	0	98,925	0	0	0.0
Annualize prior year budget actions	80,040	0	80,040	0	0	0.5
R4 Security for public meetings	31,048	0	31,048	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$3,064,415</b>	<b>\$0</b>	<b>\$3,064,415</b>	<b>\$0</b>	<b>\$0</b>	<b>26.3</b>
Increase/-Decrease from FY 2025-26	\$210,013	\$0	\$210,013	\$0	\$0	0.5
Percentage Change	7.4%	n/a	7.4%	n/a	n/a	1.9%
FY 2025-26 Executive Request	\$3,064,415	\$0	\$3,064,415	\$0	\$0	26.3
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

<sup>3</sup> [Local Election Officials Survey \(June 2021\) | Brennan Center for Justice](#); [Local Election Officials Survey — May 2024 | Brennan Center for Justice](#). Staff notes that the relatively short time frame within which these surveys have been conducted makes it challenging to confidently identify any long-term trends in violence and threats of violence against election officials, but this survey data does provide preliminary evidence that the threat environment may be worsening.

## 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 \$2,424,759 cash funds.

*Recommendation:* **Staff recommends approving the request, which is summarized in the table below.**

Administration Division, Health, Life, and Dental						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$1,965,056	\$0	\$1,965,056	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$1,965,056</b>	<b>\$0</b>	<b>\$1,965,056</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$1,965,056	\$0	\$1,965,056	\$0	\$0	0.0
Centrally appropriated line items	459,703	0	459,703	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$2,424,759</b>	<b>\$0</b>	<b>\$2,424,759</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$459,703	\$0	\$459,703	\$0	\$0	0.0
Percentage Change	23.4%	n/a	23.4%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$2,424,759	\$0	\$2,424,759	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$10,768 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee's common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee's final action on total compensation policy.

Administration Division, Short-term Disability						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$19,768	\$0	\$19,768	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$19,768</b>	<b>\$0</b>	<b>\$19,768</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$19,768	\$0	\$19,768	\$0	\$0	0.0

Administration Division, Short-term Disability						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Centrally appropriated line items	3,306	0	3,306	0	0	0.0
Impacts driven by other agencies	-12,306	0	-12,306	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$10,768</b>	<b>\$0</b>	<b>\$10,768</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$9,000	\$0	-\$9,000	\$0	\$0	0.0
Percentage Change	-45.5%	n/a	-45.5%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$10,768	\$0	\$10,768	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## Paid Family and Medical Leave Insurance

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 of salaries 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 \$69,222 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Paid Family and Medical Leave Insurance						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$59,305	\$0	\$59,305	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$59,305</b>	<b>\$0</b>	<b>\$59,305</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$59,305	\$0	\$59,305	\$0	\$0	0.0
Centrally appropriated line items	9,917	0	9,917	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$69,222</b>	<b>\$0</b>	<b>\$69,222</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$9,917	\$0	\$9,917	\$0	\$0	0.0
Percentage Change	16.7%	n/a	16.7%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$69,222	\$0	\$69,222	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## Unfunded Liability Amortization Equalization Disbursement Payments

This line item provides funding for amortization and supplemental amortization payments to increase the funded status of the Public Employees’ Retirement Association (PERA). The Committee approved the addition of this line item to the FY 2024-25 Long Bill to consolidate appropriations previously provided for S.B. 04-257 Amortization Equalization Disbursement and S.B. 06-235 Supplemental Amortization Equalization Disbursement into a single line item.

*Statutory Authority:* Section 24-51-411, C.R.S.

*Request:* The Department requests an appropriation of \$1,538,256 cash funds.

*Recommendation:* **The staff recommendation is provided in the table below, and is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Unfunded liability AED payments						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$1,317,890	\$0	\$1,317,890	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$1,317,890</b>	<b>\$0</b>	<b>\$1,317,890</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$1,317,890	\$0	\$1,317,890	\$0	\$0	0.0
Centrally appropriated line items	220,366	0	220,366	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$1,538,256</b>	<b>\$0</b>	<b>\$1,538,256</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$220,366	\$0	\$220,366	\$0	\$0	0.0
Percentage Change	16.7%	n/a	16.7%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$1,538,256	\$0	\$1,538,256	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$422,995 cash funds.

*Recommendation:* **The staff recommendation is provided in the table below, and is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Salary Survey						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$454,764	\$0	\$454,764	\$0	\$0	0.0

Staff Working Document – Does Not Represent Committee Decision

Administration Division, Salary Survey						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Total FY 2024-25	\$454,764	\$0	\$454,764	\$0	\$0	0.0
FY 2025-26 Recommended Appropriation						
FY 2024-25 Appropriation	\$454,764	\$0	\$454,764	\$0	\$0	0.0
Centrally appropriated line items	-31,769	0	-31,769	0	0	0.0
Total FY 2025-26	\$422,995	\$0	\$422,995	\$0	\$0	0.0
Increase/-Decrease from FY 2025-26	-\$31,769	\$0	-\$31,769	\$0	\$0	0.0
Percentage Change	-7.0%	n/a	-7.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$422,995	\$0	\$422,995	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

### Step Pay

This line item, newly approved for the FY 2024-25 Long Bill, will provide appropriations to each department as a result of the step pay plan. The step pay plan takes effect in FY 2024-25 and is a result of negotiations between the State of Colorado and Colorado Workers for Innovative and New Solutions (COWINS).

*Statutory Authority:* Section 24-50-1101, C.R.S., et seq.

*Request:* The Department requests an appropriation of \$48,752 cash funds.

**Recommendation:** The staff recommendation is provided in the table below, and is consistent with the Committee’s common policy decisions to date. Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Step pay						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
FY 2024-25 Appropriation						
HB 24-1430 (Long Bill)	\$215,199	\$0	\$215,199	\$0	\$0	0.0
Total FY 2024-25	\$215,199	\$0	\$215,199	\$0	\$0	0.0
FY 2025-26 Recommended Appropriation						
FY 2024-25 Appropriation	\$215,199	\$0	\$215,199	\$0	\$0	0.0
Centrally appropriated line items	48,752	0	48,752	0	0	0.0
Annualize prior year budget actions	-215,199	0	-215,199	0	0	0.0
Total FY 2025-26	\$48,752	\$0	\$48,752	\$0	\$0	0.0
Increase/-Decrease from FY 2025-26	-\$166,447	\$0	-\$166,447	\$0	\$0	0.0
Percentage Change	-77.3%	n/a	-77.3%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$48,752	\$0	\$48,752	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$279,279 cash funds.

*Recommendation:* **The staff recommendation is provided in the table below, and is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, PERA Direct Distribution						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$269,595	\$0	\$269,595	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$269,595</b>	<b>\$0</b>	<b>\$269,595</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$269,595	\$0	\$269,595	\$0	\$0	0.0
Centrally appropriated line items	9,684	0	9,684	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$279,279</b>	<b>\$0</b>	<b>\$279,279</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$9,684	\$0	\$9,684	\$0	\$0	0.0
Percentage Change	3.6%	n/a	3.6%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$279,279	\$0	\$279,279	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## 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 \$89,295 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Workers' Compensation						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$95,892	\$0	\$95,892	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$95,892</b>	<b>\$0</b>	<b>\$95,892</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						



Administration Division, Workers' Compensation						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
FY 2024-25 Appropriation	\$95,892	\$0	\$95,892	\$0	\$0	0.0
Impacts driven by other agencies	0	0	0	0	0	0.0
Centrally appropriated line items	-6,597	0	-6,597	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$89,295</b>	<b>\$0</b>	<b>\$89,295</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$6,597	\$0	-\$6,597	\$0	\$0	0.0
Percentage Change	-6.9%	n/a	-6.9%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$89,426	\$0	\$89,426	\$0	\$0	0.0
Staff Rec. Above/-Below Request	-\$131	\$0	-\$131	\$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 \$537,100 cash funds.

*Recommendation:* **Staff recommends approving the request.**

Administration Division, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$536,750	\$0	\$536,750	\$0	\$0	0.0
Other legislation	\$100	\$0	\$100	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$536,850</b>	<b>\$0</b>	<b>\$536,850</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$536,850	\$0	\$536,850	\$0	\$0	0.0
Annualize prior year budget actions	250	0	250	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$537,100</b>	<b>\$0</b>	<b>\$537,100</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$250	\$0	\$250	\$0	\$0	0.0
Percentage Change	0.0%	n/a	0.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$537,100	\$0	\$537,100	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$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 \$1,466,850 cash funds.

*Recommendation:* **The staff recommendation is pending Committee action on this common policy.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Legal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$1,166,414	\$0	\$1,166,414	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$1,166,414</b>	<b>\$0</b>	<b>\$1,166,414</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$1,166,414	\$0	\$1,166,414	\$0	\$0	0.0
Centrally appropriated line items	300,436	0	300,436	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$1,466,850</b>	<b>\$0</b>	<b>\$1,466,850</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$300,436	\$0	\$300,436	\$0	\$0	0.0
Percentage Change	25.8%	n/a	25.8%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$1,466,850	\$0	\$1,466,850	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 of interest 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, with no change from the FY 2023-24 appropriation.

*Recommendation:* **Staff recommends approval of the continuation request for \$25,000 cash funds.**

Administration Division, Outside Legal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$25,000	\$0	\$25,000	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$25,000	\$0	\$25,000	\$0	\$0	0.0
<b>Total FY 2025-26</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

Administration Division, Outside Legal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Percentage Change	0.0%	n/a	0.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$25,000	\$0	\$25,000	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$10,576 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Administrative Law Judge Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$48,950	\$0	\$48,950	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$48,950</b>	<b>\$0</b>	<b>\$48,950</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$48,950	\$0	\$48,950	\$0	\$0	0.0
Impacts driven by other agencies	273	0	273	0	0	0.0
Centrally appropriated line items	-38,647	0	-38,647	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$10,576</b>	<b>\$0</b>	<b>\$10,576</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$38,374	\$0	-\$38,374	\$0	\$0	0.0
Percentage Change	-78.4%	n/a	-78.4%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$10,585	\$0	\$10,585	\$0	\$0	0.0
Staff Rec. Above/-Below Request	-\$9	\$0	-\$9	\$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 \$156,118 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Payment to Risk Management and Property Funds						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$104,384	\$0	\$104,384	\$0	\$0	0.0
Other legislation	\$0	\$0	\$0	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$104,384</b>	<b>\$0</b>	<b>\$104,384</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$104,384	\$0	\$104,384	\$0	\$0	0.0
Centrally appropriated line items	51,734	0	51,734	0	0	0.0
Impacts driven by other agencies	0	0	0	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$156,118</b>	<b>\$0</b>	<b>\$156,118</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$51,734	\$0	\$51,734	\$0	\$0	0.0
Percentage Change	49.6%	n/a	49.6%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$110,208	\$0	\$110,208	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$45,910	\$0	\$45,910	\$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 \$11,538 cash funds.

*Recommendation:* **Staff recommends approving the request, which is consistent with the Committee’s common policy decisions to date.** Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, Vehicle Lease Payments						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$16,363	\$0	\$16,363	\$0	\$0	0.0
Other legislation	\$0	\$0	\$0	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$16,363</b>	<b>\$0</b>	<b>\$16,363</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$16,363	\$0	\$16,363	\$0	\$0	0.0
Impacts driven by other agencies	-4,825	0	-4,825	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$11,538</b>	<b>\$0</b>	<b>\$11,538</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

Administration Division, Vehicle Lease Payments						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Increase/-Decrease from FY 2025-26	-\$4,825	\$0	-\$4,825	\$0	\$0	0.0
Percentage Change	-29.5%	n/a	-29.5%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$11,142	\$0	\$11,142	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$396	\$0	\$396	\$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 \$1,499,579 cash funds.

*Recommendation:* **Staff recommends approving the request.**

Administration Division, Leased Space						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$1,442,579	\$0	\$1,442,579	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$1,442,579</b>	<b>\$0</b>	<b>\$1,442,579</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$1,442,579	\$0	\$1,442,579	\$0	\$0	0.0
Centrally appropriated line items	57,000	0	57,000	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$1,499,579</b>	<b>\$0</b>	<b>\$1,499,579</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$57,000	\$0	\$57,000	\$0	\$0	0.0
Percentage Change	4.0%	n/a	4.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$1,499,579	\$0	\$1,499,579	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$348,477 cash funds.

*Recommendation:* **The staff recommendation is pending Committee action on this common policy.** The following table reflects the request. Staff requests permission to make adjustments as necessary to reflect the Committee's final action on total compensation policy.

Staff Working Document – Does Not Represent Committee Decision

Administration Division, Payments to OIT						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$499,386	\$0	\$499,386	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$499,386</b>	<b>\$0</b>	<b>\$499,386</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$499,386	\$0	\$499,386	\$0	\$0	0.0
Centrally appropriated line items	-150,909	0	-150,909	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$348,477</b>	<b>\$0</b>	<b>\$348,477</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$150,909	\$0	-\$150,909	\$0	\$0	0.0
Percentage Change	-30.2%	n/a	-30.2%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$348,477	\$0	\$348,477	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$3,877 cash funds.

**Recommendation:** The staff recommendation is provided in the table below and reflects Committee decisions to date. Staff requests permission to make adjustments as necessary to reflect the Committee’s final action on total compensation policy.

Administration Division, CORE Operations						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$4,744	\$0	\$4,744	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$4,744</b>	<b>\$0</b>	<b>\$4,744</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$4,744	\$0	\$4,744	\$0	\$0	0.0
Centrally appropriated line items	-867	0	-867	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$3,877</b>	<b>\$0</b>	<b>\$3,877</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$867	\$0	-\$867	\$0	\$0	0.0
Percentage Change	-18.3%	n/a	-18.3%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$13,827	\$0	\$13,827	\$0	\$0	0.0
Staff Rec. Above/-Below Request	-\$9,950	\$0	-\$9,950	\$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, 2026, 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).

*Statutory Authority:* Section 24-21-404 *et seq.*, C.R.S.

*Request:* The Department requests an informational appropriation of \$3,540,546 cash funds to reflect the ERTB’s FY 2024-25 beginning balance.

*Recommendation:* **Staff recommends approval of the request.** Details are shown below.

Administration Division, Electronic Recording Technology Board						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$5,479,432	\$0	\$5,479,432	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$5,479,432</b>	<b>\$0</b>	<b>\$5,479,432</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$5,479,432	\$0	\$5,479,432	\$0	\$0	0.0
Informational adjustment	-1,938,886	0	-1,938,886	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$3,540,546</b>	<b>\$0</b>	<b>\$3,540,546</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$1,938,886	\$0	-\$1,938,886	\$0	\$0	0.0
Percentage Change	-35.4%	n/a	-35.4%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$3,540,546	\$0	\$3,540,546	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 \$238,824 cash funds.

*Recommendation:* **Staff recommends approval of the request.** Details are shown below.

Administration Division, Indirect Cost Assessment						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$309,604	\$0	\$309,604	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$309,604</b>	<b>\$0</b>	<b>\$309,604</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$309,604	\$0	\$309,604	\$0	\$0	0.0
Indirect cost assessment	-70,780	0	-70,780	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$238,824</b>	<b>\$0</b>	<b>\$238,824</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$70,780	\$0	-\$70,780	\$0	\$0	0.0
Percentage Change	-22.9%	n/a	-22.9%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$238,824	\$0	\$238,824	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

### Discretionary Fund

Each of the five elected statewide 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.

*Recommendation:* **Staff recommends approval of the Department’s request for an appropriation of \$5,000 cash funds** in accordance with the statutory allowance for all state elected officials.

## (2) Information Technology Division

The 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 process 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 almost entirely by the Department of State Cash Fund.

Information Technology Division						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$11,550,404	\$239,205	\$11,311,199	\$0	\$0	48.5
Other legislation	\$462,558	\$0	\$462,558	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$12,012,962</b>	<b>\$239,205</b>	<b>\$11,773,757</b>	<b>\$0</b>	<b>\$0</b>	<b>48.5</b>
<b>FY 2025-26 Recommended Appropriation</b>						



Information Technology Division						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
FY 2024-25 Appropriation	\$12,012,962	\$239,205	\$11,773,757	\$0	\$0	48.5
Annualize prior year budget actions	-465,166	-234,951	-230,215	0	0	0.0
Centrally appropriated line items	153,027	0	153,027	0	0	0.0
R2 Modernizing IT division budget	0	0	0	0	0	0.0
R3 Fraudulent business filings solutions	2,450	0	2,450	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$11,703,273</b>	<b>\$4,254</b>	<b>\$11,699,019</b>	<b>\$0</b>	<b>\$0</b>	<b>48.5</b>
Increase/-Decrease From FY 2024-25	-\$309,689	-\$234,951	-\$74,738	\$0	\$0	0.0
Percentage Change	-2.6%	-98.2%	-0.6%	0.0%	0.0%	0.0%
FY 2025-26 Executive Request	\$11,703,058	\$4,254	\$11,698,804	\$0	\$0	48.5
Staff Rec. Above/-Below Request	\$215	\$0	\$215	\$0	\$0	0.0

## Decision Items

### → R2 Modernizing the IT Division Budget

#### Request

The Department requests a budget neutral reorganization of the Department’s Information Technology Division, consolidating the existing Hardware/Software Maintenance and Asset Management lines into the existing Operating Expense line

#### Recommendation

**Staff recommends approval of this budget neutral request.**

#### Analysis

At present, the Department has three line items for IT operations: Operating Expenses, Hardware/Software Maintenance, and Asset Management. The Department argues that these budgetary categories are outdated, stating that consolidation into a single line item will improve operational flexibility, decrease accounting complexity and bring the department’s budget structure in line with current trends in information technology products and services. Due to this, the Department requests consolidation of these line items into a single “Operating Expenses” line.

Staff agrees with the Department’s assessment that consolidation of these line items into a single *Operating Expenses* line would enhance operational flexibility. Due to the evolving nature of information technology products and services, staff concurs with the Department’s assertion that these separate categories are outdated, with the delineation between these categories often being somewhat ambiguous. As such, it would simplify the Division’s budget and likely enhance efficiency to consolidate into a single line item. This change would have no additional costs, as reflected in the table below.

R2 Line Item Changes	
Line Item	Changes
Operating Expenses	3,549,113
Hardware/Software Maintenance	-3,100,020
IT Asset Management	-449,093
<b>Total</b>	<b>0</b>

## Line Item Detail

### 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 \$7,372,054 cash funds and 48.5 FTE.

*Recommendation:* **Staff recommends approval of the request.**

Information Technology Division, Information Technology, Personal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$7,381,592	\$234,979	\$7,146,613	\$0	\$0	48.5
Other legislation	\$440,320	\$0	\$440,320	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$7,821,912</b>	<b>\$234,979</b>	<b>\$7,586,933</b>	<b>\$0</b>	<b>\$0</b>	<b>48.5</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$7,821,912	\$234,979	\$7,586,933	\$0	\$0	48.5
Centrally appropriated line items	153,027	0	153,027	0	0	0.0
Annualize prior year budget actions	-602,885	-234,979	-367,906	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$7,372,054</b>	<b>\$0</b>	<b>\$7,372,054</b>	<b>\$0</b>	<b>\$0</b>	<b>48.5</b>
Increase/-Decrease from FY 2025-26	-\$449,858	-\$234,979	-\$214,879	\$0	\$0	0.0
Percentage Change	-5.8%	-100.0%	-2.8%	n/a	n/a	0.0%
FY 2025-26 Executive Request	\$7,372,054	\$0	\$7,372,054	\$0	\$0	48.5
Staff Rec. Above/-Below Request	\$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 \$4,331,219 total funds, including \$4,254 General Fund. The increase in this line item is offset by decreases in other IT Division line items, as indicated in the discussion of R2 (Modernizing the IT Division Budget), found above.

**Recommendation:** Staff recommendation is reflected in the table below.

Information Technology Division, Information Technology, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$766,699	\$551	\$766,148	\$0	\$0	0.0
Other legislation	\$22,238	\$0	\$22,238	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$788,937</b>	<b>\$551</b>	<b>\$788,386</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$788,937	\$551	\$788,386	\$0	\$0	0.0
R2 Modernizing IT division budget	3,549,113	3,675	3,545,438	0	0	0.0
R3 Fraudulent business filings solutions	2,450	0	2,450	0	0	0.0
Annualize prior year budget actions	-9,281	28	-9,309	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$4,331,219</b>	<b>\$4,254</b>	<b>\$4,326,965</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$3,542,282	\$3,703	\$3,538,579	\$0	\$0	0.0
Percentage Change	449.0%	672.1%	448.8%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$4,331,004	\$4,254	\$4,326,750	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$215	\$0	\$215	\$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 no appropriation for this line item, as indicated in the discussion of R2 (Modernizing the IT Division Budget) found above.

**Recommendation:** Staff recommends approval of the request.

Information Technology Division, Information Technology, Hardware/Software Maintenance						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$2,953,020	\$0	\$2,953,020	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$2,953,020</b>	<b>\$0</b>	<b>\$2,953,020</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$2,953,020	\$0	\$2,953,020	\$0	\$0	0.0
Annualize prior year budget actions	147,000	0	147,000	0	0	0.0
R2 Modernizing IT division budget	-3,100,020	0	-3,100,020	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>

Information Technology Division, Information Technology, Hardware/Software Maintenance						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Increase/-Decrease from FY 2025-26	-\$2,953,020	\$0	-\$2,953,020	\$0	\$0	0.0
Percentage Change	-100.0%	n/a	-100.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$0	\$0	\$0	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 no appropriation for this line item, as indicated in the discussion of R2 (Modernizing the IT Division Budget) found above.

*Recommendation:* **Staff recommends approval of the request.**

Information Technology Division, Information Technology, Information Technology Asset Management						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$449,093	\$3,675	\$445,418	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$449,093</b>	<b>\$3,675</b>	<b>\$445,418</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$449,093	\$3,675	\$445,418	\$0	\$0	0.0
R2 Modernizing IT division budget	-449,093	-3,675	-445,418	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$449,093	-\$3,675	-\$445,418	\$0	\$0	0.0
Percentage Change	-100.0%	-100.0%	-100.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$0	\$0	\$0	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$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						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$13,484,717	\$2,190,396	\$10,984,717	\$309,604	\$0	44.5
Other legislation	\$269,200	\$75,240	\$193,960	\$0	\$0	2.0
<b>Total FY 2024-25</b>	<b>\$13,753,917</b>	<b>\$2,265,636</b>	<b>\$11,178,677</b>	<b>\$309,604</b>	<b>\$0</b>	<b>46.5</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$13,753,917	\$2,265,636	\$11,178,677	\$309,604	\$0	46.5
Annualize prior year budget actions	2,188,760	-2,265,636	4,764,000	-309,604	0	0.6
Centrally appropriated line items	253,324	0	253,324	0	0	0.0
R1 HAVA election security grant state match	200,000	0	200,000	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$16,396,001</b>	<b>\$0</b>	<b>\$16,396,001</b>	<b>\$0</b>	<b>\$0</b>	<b>47.1</b>
Increase/-Decrease From FY 2024-25	\$2,642,084	-\$2,265,636	\$5,217,324	-\$309,604	\$0	0.6
Percentage Change	19.2%	-100.0%	46.7%	-100.0%	n/a	1.3%
FY 2025-26 Executive Request	\$16,396,001	\$0	\$16,396,001	\$0	\$0	47.1
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## Decision Items

### → R1 2024 HAVA Election Security Grant State Match

#### Request

The request includes \$200,000 in one-time DOS Cash Fund spending authority for FY 2025-26 to match the \$1.0 million federal Help America Vote Act (HAVA) grant for 2024. The State must match 20.0 percent of these funds in order to access the federal funds, and must have the spending authority by April 25, 2026. This funding is used to support improvements in federal election administration and infrastructure, including the provision of grants to counties for physical and cyber security, improvements to the Statewide Colorado Registration and Election (SCORE) system, performing election audits, and cybersecurity improvements. If this request is not approved, the Department would be required to return the \$1,000,000 in grant funding to the US Election Assistance Commission, as well as accumulated interest.

#### Recommendation

**Staff recommends approval of the request.**

## Analysis

The Help America Vote Act (HAVA) was passed in 2002 and authorizes funding to states for expenses that improve the administration of federal elections. Colorado has received over \$60 million in HAVA grants from the federal government. Almost all of the Department's currently available HAVA funding is in the form of an Election Security Grant that was first awarded in 2018, with additional tranches awarded in 2020, 2022, 2023, and 2024. HAVA funding must be used to improve the administration of federal elections, cannot be used to supplant state funds, and is subject to a number of other restrictions on use by the federal government. The Department has used HAVA Election Security Grant funds to improve election security and administration in a number of ways:

- Development and improvements of the statewide voter registration database (SCORE);
- Upgrading county voting equipment;
- Ensuring accessibility for disabled voters;
- Increasing the number of secure ballot drop boxes;
- Upgrading information technology systems to improve election security;
- A public awareness campaign on how to vote safely during the COVID-19 pandemic; and
- Election Preparedness for Infrastructure and Cybersecurity (EPIC) training for county elections staff.

### 2023 HAVA Election Security Grant

In 2023, the US Election Assistance Commission awarded the Department of State \$1,000,000 as an additional tranche of HAVA Election Security funds. In order for the Department to use the additional federal funding, the State must provide a match of 20.0 percent or \$200,000. The grant requires that:

- The State have legal spending authority for the matching funds within two years of the date that Congress appropriated these funds, not later than April 25, 2026; and
- The Department transfer the full amount of the match into the Federal Elections Assistance Fund in accordance with Section 104(d) of HAVA.

Funding in the Federal Elections Assistance Fund is continuously appropriated to the Department. Accrued interest on the funds must be expended for the purposes of the grant. The matching funds must be expended in full by September 30, 2027, the end of the grant budget period. Due to the timing of Colorado's budget cycle, the spending authority and the ability to transfer the matching funds to the Federal Elections Assistance Fund must be requested through the Department's FY 2025-26 Budget Request. Without approval of the request the State will forego this federal funding for election security.

In the past, the Department has received DOS Cash Fund spending authority to match federal HAVA funding with similar conditions. The Department does not plan to charge indirect costs to the 2024 tranche of HAVA Election Security Grant funding. This is consistent with both how the Department has managed HAVA grants for many years and also with how a majority of states manage their HAVA grants.

# Line Item Detail

## 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 \$3,980,622 cash funds and 47.1 FTE.

*Recommendation:* **Staff recommendation is detailed in the table below.**

Elections Division, Personal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$3,649,125	\$0	\$3,649,125	\$0	\$0	44.5
Other legislation	\$120,356	\$0	\$120,356	\$0	\$0	2.0
<b>Total FY 2024-25</b>	<b>\$3,769,481</b>	<b>\$0</b>	<b>\$3,769,481</b>	<b>\$0</b>	<b>\$0</b>	<b>46.5</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$3,769,481	\$0	\$3,769,481	\$0	\$0	46.5
Centrally appropriated line items	115,778	0	115,778	0	0	0.0
Annualize prior year budget actions	95,363	0	95,363	0	0	0.6
<b>Total FY 2025-26</b>	<b>\$3,980,622</b>	<b>\$0</b>	<b>\$3,980,622</b>	<b>\$0</b>	<b>\$0</b>	<b>47.1</b>
Increase/-Decrease from FY 2025-26	\$211,141	\$0	\$211,141	\$0	\$0	0.6
Percentage Change	5.6%	n/a	5.6%	n/a	n/a	1.3%
FY 2025-26 Executive Request	\$3,980,622	\$0	\$3,980,622	\$0	\$0	47.1
Staff Rec. Above/-Below Request	\$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 \$491,189 cash funds.

*Recommendation:* **Staff recommendation is detailed in the table below.**

Elections Division, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$489,989	\$0	\$489,989	\$0	\$0	0.0

Elections Division, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Other legislation	\$19,604	\$0	\$19,604	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$509,593</b>	<b>\$0</b>	<b>\$509,593</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$509,593	\$0	\$509,593	\$0	\$0	0.0
Annualize prior year budget actions	-18,404	0	-18,404	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$491,189</b>	<b>\$0</b>	<b>\$491,189</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$18,404	\$0	-\$18,404	\$0	\$0	0.0
Percentage Change	-3.6%	n/a	-3.6%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$491,189	\$0	\$491,189	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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). \$10,000 of the appropriation for this line item is included for informational purposes only. Funds in the Federal Elections Assistance Cash Fund are shown for informational purposes and are continuously appropriated pursuant to Section 1-1.5-106 (2) (b), C.R.S.

*Statutory Authority:* Section 1-1.5-106 (2) (b), C.R.S.

*Request:* The Department requests an appropriation of \$210,000 cash funds. Of this amount, \$10,000 is shown for informational purposes only.

*Recommendation:* **Staff recommends approval of the request.** Details are shown below.

Elections Division, Help America Vote Act Program						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$244,488	\$0	\$244,488	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$244,488</b>	<b>\$0</b>	<b>\$244,488</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$244,488	\$0	\$244,488	\$0	\$0	0.0
R1 HAVA election security grant state match	200,000	0	200,000	0	0	0.0
Annualize prior year budget actions	-234,488	0	-234,488	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$34,488	\$0	-\$34,488	\$0	\$0	0.0
Percentage Change	-14.1%	n/a	-14.1%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$210,000	\$0	\$210,000	\$0	\$0	0.0



Elections Division, Help America Vote Act Program						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$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, which remains in effect until June 30, 2024. Pursuant to S.B. 23-276 (Modifications to Laws Regarding Elections), the Department will reimburse counties forty-five percent of their actual costs, effective July 1, 2024.

*Statutory Authority:* Section 1-5-505.5, C.R.S.

*Request:* The Department requests an appropriation of \$10,746,664 cash funds.

**Recommendation:** **Staff recommends approval of the request.** Details are provided below.

Elections Division, Local Election Reimbursement						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$8,271,135	\$2,190,396	\$5,771,135	\$309,604	\$0	0.0
Other legislation	\$75,240	\$75,240	\$0	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$8,346,375</b>	<b>\$2,265,636</b>	<b>\$5,771,135</b>	<b>\$309,604</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$8,346,375	\$2,265,636	\$5,771,135	\$309,604	\$0	0.0
Annualize prior year budget actions	2,400,289	-2,265,636	4,975,529	-309,604	0	0.0
<b>Total FY 2025-26</b>	<b>\$10,746,664</b>	<b>\$0</b>	<b>\$10,746,664</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$2,400,289	-\$2,265,636	\$4,975,529	-\$309,604	\$0	0.0
Percentage Change	28.8%	-100.0%	86.2%	-100.0%	n/a	n/a
FY 2025-26 Executive Request	\$10,746,664	\$0	\$10,746,664	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## 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.

*Statutory Authority:* Section 1-40-101, C.R.S.

**Request:** The Department requests an appropriation of \$165,000 cash funds.

**Recommendation:** Staff recommends approval of the request.

Elections Division, Initiative and Referendum						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$165,000	\$0	\$165,000	\$0	\$0	0.0
Other legislation	\$54,000	\$0	\$54,000	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$219,000</b>	<b>\$0</b>	<b>\$219,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$219,000	\$0	\$219,000	\$0	\$0	0.0
Annualize prior year budget actions	-54,000	0	-54,000	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$165,000</b>	<b>\$0</b>	<b>\$165,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$54,000	\$0	-\$54,000	\$0	\$0	0.0
Percentage Change	-24.7%	n/a	-24.7%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$165,000	\$0	\$165,000	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## 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.

**Statutory Authority:** Section 1-40-101, C.R.S.

**Request:** The Department requests an appropriation of \$802,526 cash funds.

**Recommendation:** Staff recommends approval of the request. Details are shown below.

Elections Division, Document Management						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$664,980	\$0	\$664,980	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$664,980</b>	<b>\$0</b>	<b>\$664,980</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$664,980	\$0	\$664,980	\$0	\$0	0.0
Centrally appropriated line items	137,546	0	137,546	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$802,526</b>	<b>\$0</b>	<b>\$802,526</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	\$137,546	\$0	\$137,546	\$0	\$0	0.0

Elections Division, Document Management						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
Percentage Change	20.7%	n/a	20.7%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$802,526	\$0	\$802,526	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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; 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						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$3,582,849	\$0	\$3,582,849	\$0	\$0	42.9
Other legislation	\$327,005	\$0	\$327,005	\$0	\$0	5.0
<b>Total FY 2024-25</b>	<b>\$3,909,854</b>	<b>\$0</b>	<b>\$3,909,854</b>	<b>\$0</b>	<b>\$0</b>	<b>47.9</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$3,909,854	\$0	\$3,909,854	\$0	\$0	47.9
Annualize prior year budget actions	145,219	0	145,219	0	0	2.7
Centrally appropriated line items	87,034	0	87,034	0	0	0.0
R3 Fraudulent business filings solutions	47,243	0	47,243	0	0	0.9
<b>Total FY 2025-26</b>	<b>\$4,189,350</b>	<b>\$0</b>	<b>\$4,189,350</b>	<b>\$0</b>	<b>\$0</b>	<b>51.5</b>
Increase/-Decrease From FY 2024-25	\$279,496	\$0	\$279,496	\$0	\$0	3.6
Percentage Change	7.1%	n/a	7.1%	n/a	n/a	7.5%
FY 2025-26 Executive Request	\$4,194,905	\$0	\$4,194,905	\$0	\$0	51.6
Staff Rec. Above/-Below Request	-\$5,555	\$0	-\$5,555	\$0	\$0	-0.1

## Decision Items

The Department submitted no decision items affecting only this division.

## Line Item Detail

### 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 \$3,691,190 cash funds and 51.5 FTE, which includes the personal services costs for the Department’s R3 request (Fraudulent Filings Solution).

***Recommendation:* The staff recommendation is detailed below.**

Business and Licensing Division, Personal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$3,131,679	\$0	\$3,131,679	\$0	\$0	42.9
Other legislation	\$266,765	\$0	\$266,765	\$0	\$0	5.0
<b>Total FY 2024-25</b>	<b>\$3,398,444</b>	<b>\$0</b>	<b>\$3,398,444</b>	<b>\$0</b>	<b>\$0</b>	<b>47.9</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$3,398,444	\$0	\$3,398,444	\$0	\$0	47.9
Annualize prior year budget actions	163,969	0	163,969	0	0	2.7
Centrally appropriated line items	87,034	0	87,034	0	0	0.0
R3 Fraudulent business filings solutions	41,743	0	41,743	0	0	0.9
<b>Total FY 2025-26</b>	<b>\$3,691,190</b>	<b>\$0</b>	<b>\$3,691,190</b>	<b>\$0</b>	<b>\$0</b>	<b>51.5</b>
Increase/-Decrease from FY 2025-26	\$292,746	\$0	\$292,746	\$0	\$0	3.6
Percentage Change	8.6%	n/a	8.6%	n/a	n/a	7.5%
FY 2025-26 Executive Request	\$3,696,745	\$0	\$3,696,745	\$0	\$0	51.6
Staff Rec. Above/-Below Request	-\$5,555	\$0	-\$5,555	\$0	\$0	-0.1

## 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 \$180,065 cash funds.

***Recommendation:* The staff recommendation is detailed below.**

Business and Licensing Division, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$133,075	\$0	\$133,075	\$0	\$0	0.0
Other legislation	\$60,240	\$0	\$60,240	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$193,315</b>	<b>\$0</b>	<b>\$193,315</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$193,315	\$0	\$193,315	\$0	\$0	0.0

Business and Licensing Division, Operating Expenses						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
R3 Fraudulent business filings solutions	5,500	0	5,500	0	0	0.0
Annualize prior year budget actions	-18,750	0	-18,750	0	0	0.0
<b>Total FY 2025-26</b>	<b>\$180,065</b>	<b>\$0</b>	<b>\$180,065</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Increase/-Decrease from FY 2025-26	-\$13,250	\$0	-\$13,250	\$0	\$0	0.0
Percentage Change	-6.9%	n/a	-6.9%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$180,065	\$0	\$180,065	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$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 a continuation appropriation of \$318,095 cash funds

*Recommendation:* **Staff recommends the continuation appropriation of \$318,095 cash funds.**

Business and Licensing Division, Business Intelligence Center Personal Services						
Item	Total Funds	General Fund	Cash Funds	Reapprop. Funds	Federal Funds	FTE
<b>FY 2024-25 Appropriation</b>						
HB 24-1430 (Long Bill)	\$318,095	\$0	\$318,095	\$0	\$0	0.0
<b>Total FY 2024-25</b>	<b>\$318,095</b>	<b>\$0</b>	<b>\$318,095</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
<b>FY 2025-26 Recommended Appropriation</b>						
FY 2024-25 Appropriation	\$318,095	\$0	\$318,095	\$0	\$0	0.0
<b>Total FY 2025-26</b>	<b>\$318,095</b>	<b>\$0</b>	<b>\$318,095</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0</b>
Percentage Change	0.0%	n/a	0.0%	n/a	n/a	n/a
FY 2025-26 Executive Request	\$318,095	\$0	\$318,095	\$0	\$0	0.0
Staff Rec. Above/-Below Request	\$0	\$0	\$0	\$0	\$0	0.0

## Long Bill Footnotes

Staff recommends **continuing and modifying** the following footnotes.

N 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.

# Requests for Information

Staff recommends **continuing and modifying** 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 N 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 serve 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, Election Division, Local Election Reimbursement – The Department is requested to submit a report of the total annual reported costs for counties to conduct elections and the amount of funding the counties received from coordinated entities related to conducting elections in that year, by November 1<sup>st</sup> of each fiscal year.

**Comment:** This request provides the Committee with information on election costs for counties, which directly impacts election reimbursements for the Department of State, pursuant to Section 1-5-505.5, C.R.S.

- 3 Department of State, Administration Division – The Department is requested to submit a report with its annual budget request on DOS business filing fees and cash fund revenue, including data on total business filings, revenue from business filing fees, and total DOS cash fund revenue.

**Comment:** This request provides the committee with information on business filing revenues to the DOS cash fund, allowing the committee to more closely track annual revenue changes in the cash fund.

# Indirect Cost Assessment

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 2025-26 request are detailed in the table below:

Department of State Statewide Indirect Cost Assessment				
FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request
\$148,425	\$259,249	\$334,424	\$309,604	\$238,824



**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

**Appendix A: Numbers Pages**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
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**DEPARTMENT OF STATE**  
**Jena Griswold, Secretary of State**

**(1) ADMINISTRATION DIVISION**

The Administration Division provides general management and administrative support for all department divisions including budgeting, human resources services, and public outreach.

Personal Services	<u>2,178,505</u>	<u>2,597,033</u>	<u>2,854,402</u>	<u>3,064,415</u>	<u>3,064,415</u> *
FTE	25.3	28.4	25.8	26.3	26.3
General Fund	0	0	0	0	0
Cash Funds	2,178,505	2,597,033	2,854,402	3,064,415	3,064,415
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Step pay	<u>0</u>	<u>0</u>	<u>215,199</u>	<u>48,752</u>	<u>48,752</u>
Cash Funds	0	0	215,199	48,752	48,752
Health, Life, and Dental	<u>1,615,000</u>	<u>1,780,886</u> 28.4	<u>1,965,056</u>	<u>2,424,759</u>	<u>2,424,759</u>
General Fund	0	0	0	0	0
Cash Funds	1,615,000	1,780,886	1,965,056	2,424,759	2,424,759
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Short-term Disability	<u>19,091</u>	<u>17,487</u>	<u>19,768</u>	<u>10,768</u>	<u>10,768</u>
General Fund	0	0	0	0	0
Cash Funds	19,091	17,487	19,768	10,768	10,768
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
Paid Family and Medical Leave Insurance	0	0	<u>59,305</u>	<u>69,222</u>	<u>69,222</u>
General Fund	0	0	0	0	0
Cash Funds	0	0	59,305	69,222	69,222
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Unfunded liability AED payments	<u>0</u>	<u>0</u>	<u>1,317,890</u>	<u>1,538,256</u>	<u>1,538,256</u>
Cash Funds	0	0	1,317,890	1,538,256	1,538,256
S.B. 04-257 Amortization Equalization					
Disbursement	<u>590,000</u>	<u>582,868</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	590,000	582,868	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
S.B. 06-235 Supplemental Amortization					
Equalization Disbursement	<u>565,000</u>	<u>456,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	565,000	456,000	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Salary Survey	<u>392,180</u>	<u>627,387</u>	<u>454,764</u>	<u>422,995</u>	<u>422,995</u>
General Fund	0	0	0	0	0
Cash Funds	392,180	627,387	454,764	422,995	422,995
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
PERA Direct Distribution	<u>282,593</u>	<u>42,358</u>	<u>269,595</u>	<u>279,279</u>	<u>279,279</u>
General Fund	0	0	0	0	0
Cash Funds	282,593	42,358	269,595	279,279	279,279
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Workers' Compensation	<u>75,482</u>	<u>78,177</u>	<u>95,892</u>	<u>89,426</u>	<u>89,295</u>
General Fund	0	0	0	0	0
Cash Funds	75,482	78,177	95,892	89,426	89,295
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>367,090</u>	<u>448,843</u>	<u>536,850</u>	<u>537,100</u>	<u>537,100</u>
General Fund	0	0	0	0	0
Cash Funds	367,090	448,843	536,850	537,100	537,100
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Legal Services	<u>877,423</u>	<u>1,195,027</u>	<u>1,166,414</u>	<u>1,466,850</u>	<u>1,466,850</u>
General Fund	0	0	0	0	0
Cash Funds	877,423	1,195,027	1,166,414	1,466,850	1,466,850
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Outside Legal Services	<u>0</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	0	0	25,000	25,000	25,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
Administrative Law Judge Services	<u>71,968</u>	<u>32,857</u>	<u>48,950</u>	<u>10,585</u>	<u>10,576</u> *
General Fund	0	0	0	0	0
Cash Funds	71,968	32,857	48,950	10,585	10,576
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Payment to Risk Management and Property Funds	<u>262,320</u>	<u>384,455</u>	<u>104,384</u>	<u>110,208</u>	<u>156,118</u>
General Fund	0	0	0	0	0
Cash Funds	262,320	384,455	104,384	110,208	156,118
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Vehicle Lease Payments	<u>10,144</u>	<u>10,431</u>	<u>16,363</u>	<u>11,142</u>	<u>11,538</u> *
General Fund	0	0	0	0	0
Cash Funds	10,144	10,431	16,363	11,142	11,538
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Leased Space	<u>1,303,579</u>	<u>1,383,579</u>	<u>1,442,579</u>	<u>1,499,579</u>	<u>1,499,579</u>
General Fund	0	0	0	0	0
Cash Funds	1,303,579	1,383,579	1,442,579	1,499,579	1,499,579
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Payments to OIT	<u>292,397</u>	<u>435,934</u>	<u>499,386</u>	<u>348,477</u>	<u>348,477</u>
General Fund	0	0	0	0	0
Cash Funds	292,397	435,934	499,386	348,477	348,477
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
CORE Operations	<u>23,056</u>	<u>14,820</u>	<u>4,744</u>	<u>13,827</u>	<u>3,877</u>
General Fund	0	0	0	0	0
Cash Funds	23,056	14,820	4,744	13,827	3,877
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Electronic Recording Technology Board	<u>534,830</u>	<u>4,868,181</u>	<u>5,479,432</u>	<u>3,540,546</u>	<u>3,540,546</u>
General Fund	0	0	0	0	0
Cash Funds	534,830	4,868,181	5,479,432	3,540,546	3,540,546
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Indirect Cost Assessment	<u>259,249</u>	<u>334,424</u>	<u>309,604</u>	<u>238,824</u>	<u>238,824</u>
General Fund	0	0	0	0	0
Cash Funds	259,249	334,424	309,604	238,824	238,824
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Discretionary Fund	<u>0</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	0	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 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
<b>TOTAL - (1) Administration Division</b>	9,719,907	15,290,747	16,890,577	15,755,010	15,791,226
<i>FTE</i>	<u>25.3</u>	<u>56.8</u>	<u>25.8</u>	<u>26.3</u>	<u>26.3</u>
General Fund	0	0	0	0	0
Cash Funds	9,719,907	15,290,747	16,890,577	15,755,010	15,791,226
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
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**(2) INFORMATION TECHNOLOGY DIVISION**

The Information Technology Services Division provides technical and project management services, systems development, and support for information technology systems in the Department.

**Information Technology**

Personal Services	<u>5,716,653</u>	<u>6,599,450</u>	<u>7,821,912</u>	<u>7,372,054</u>	<u>7,372,054</u>
FTE	37.7	40.2	48.5	48.5	48.5
General Fund	16,000	151,651	234,979	0	0
Cash Funds	5,700,653	6,447,799	7,586,933	7,372,054	7,372,054
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>359,366</u>	<u>482,204</u>	<u>788,937</u>	<u>4,331,004</u>	<u>4,331,219</u>
General Fund	0	525	551	4,254	4,254
Cash Funds	359,366	481,679	788,386	4,326,750	4,326,965
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Hardware/Software Maintenance	<u>2,303,291</u>	<u>2,735,514</u>	<u>2,953,020</u>	<u>0</u>	<u>0</u>
General Fund	0	0	0	0	0
Cash Funds	2,303,291	2,735,514	2,953,020	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
Information Technology Asset Management	<u>363,614</u>	<u>445,418</u>	<u>449,093</u>	<u>0</u>	<u>0</u>
General Fund	0	0	3,675	0	0
Cash Funds	363,614	445,418	445,418	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>TOTAL - (2) Information Technology Division</b>	<b>8,742,924</b>	<b>10,262,586</b>	<b>12,012,962</b>	<b>11,703,058</b>	<b>11,703,273</b>
<i>FTE</i>	<u>37.7</u>	<u>40.2</u>	<u>48.5</u>	<u>48.5</u>	<u>48.5</u>
General Fund	16,000	152,176	239,205	4,254	4,254
Cash Funds	8,726,924	10,110,410	11,773,757	11,698,804	11,699,019
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0



**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
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**(3) ELECTIONS DIVISION**

The Elections Division oversees state elections and has exclusive responsibility for campaign finance disclosure, statewide ballot initiative certification, and lobbyist registration.

Personal Services	<u>2,954,057</u>	<u>3,430,294</u>	<u>3,769,481</u>	<u>3,980,622</u>	<u>3,980,622</u>
FTE	37.1	38.0	46.5	47.1	47.1
General Fund	0	0	0	0	0
Cash Funds	2,954,057	3,430,294	3,769,481	3,980,622	3,980,622
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Operating Expenses	<u>332,645</u>	<u>278,986</u>	<u>509,593</u>	<u>491,189</u>	<u>491,189</u>
General Fund	0	0	0	0	0
Cash Funds	332,645	278,986	509,593	491,189	491,189
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Help America Vote Act Program	<u>881,403</u>	<u>428,103</u>	<u>244,488</u>	<u>210,000</u>	<u>210,000</u>
FTE	0.4	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	566,528	396,524	244,488	210,000	210,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	314,875	31,579	0	0	0
Local Election Reimbursement	<u>3,118,411</u>	<u>13,675,495</u>	<u>8,346,375</u>	<u>10,746,664</u>	<u>10,746,664</u>
General Fund	0	10,159,613	2,265,636	0	0
Cash Funds	3,118,411	3,181,458	5,771,135	10,746,664	10,746,664
Reappropriated Funds	0	334,424	309,604	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
Initiative and Referendum	<u>107,860</u>	<u>107,860</u>	<u>219,000</u>	<u>165,000</u>	<u>165,000</u>
General Fund	0	0	0	0	0
Cash Funds	107,860	107,860	219,000	165,000	165,000
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Document Management	<u>684,916</u>	<u>741,956</u>	<u>664,980</u>	<u>802,526</u>	<u>802,526</u>
General Fund	0	0	0	0	0
Cash Funds	684,916	741,956	664,980	802,526	802,526
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
Local Election Security Grants	<u>929,057</u>	<u>766,290</u>	<u>0</u>	<u>0</u>	<u>0</u>
General Fund	929,057	0	0	0	0
Cash Funds	0	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	766,290	0	0	0
HAVA Federal Title I 2018	<u>0</u>	<u>1,416,716</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	1,416,716	0	0	0
HAVA Federal Title I 2018	<u>1,446,720</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Federal Funds	1,446,720	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
<b>TOTAL - (3) Elections Division</b>	10,455,069	20,845,700	13,753,917	16,396,001	16,396,001
<i>FTE</i>	<u>37.5</u>	<u>38.0</u>	<u>46.5</u>	<u>47.1</u>	<u>47.1</u>
General Fund	929,057	10,159,613	2,265,636	0	0
Cash Funds	7,764,417	8,137,078	11,178,677	16,396,001	16,396,001
Reappropriated Funds	0	334,424	309,604	0	0
Federal Funds	1,761,595	2,214,585	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Appropriation	FY 2025-26 Request	FY 2025-26 Recommendation
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**(4) BUSINESS AND LICENSING DIVISION**

s, promotes availability of government data, and makes performing rights society information accessible.

Personal Services	<u>2,599,606</u>	<u>3,012,684</u>	<u>3,398,444</u>	<u>3,696,745</u>	<u>3,691,190</u>
FTE	33.2	34.3	47.9	51.6	51.5
General Fund	0	0	0	0	0
Cash Funds	2,599,606	3,012,684	3,398,444	3,696,745	3,691,190
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
 Operating Expenses	 <u>76,613</u>	 <u>104,695</u>	 <u>193,315</u>	 <u>180,065</u>	 <u>180,065</u>
General Fund	0	0	0	0	0
Cash Funds	76,613	104,695	193,315	180,065	180,065
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
 Business Intelligence Center Personal Services	 <u>600,829</u>	 <u>262,046</u>	 <u>318,095</u>	 <u>318,095</u>	 <u>318,095</u>
FTE	0.9	0.0	0.0	0.0	0.0
General Fund	0	0	0	0	0
Cash Funds	600,829	262,046	318,095	318,095	318,095
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
 Business Intelligence Center Operating Expenses	 <u>36,958</u>	 <u>0</u>	 <u>0</u>	 <u>0</u>	 <u>0</u>
General Fund	0	0	0	0	0
Cash Funds	36,958	0	0	0	0
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0

**JBC Staff Figure Setting - FY 2025-26**  
**Staff Working Document - Does Not Represent Committee Decision**

	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Actual</b>	<b>FY 2024-25 Appropriation</b>	<b>FY 2025-26 Request</b>	<b>FY 2025-26 Recommendation</b>
<b>TOTAL - (4) Business and Licensing Division</b>	3,314,006	3,379,425	3,909,854	4,194,905	4,189,350
<i>FTE</i>	<u>34.1</u>	<u>34.3</u>	<u>47.9</u>	<u>51.6</u>	<u>51.5</u>
General Fund	0	0	0	0	0
Cash Funds	3,314,006	3,379,425	3,909,854	4,194,905	4,189,350
Reappropriated Funds	0	0	0	0	0
Federal Funds	0	0	0	0	0
<b>TOTAL - Department of State</b>	32,231,906	49,778,458	46,567,310	48,048,974	48,079,850
<i>FTE</i>	<u>134.6</u>	<u>169.3</u>	<u>168.7</u>	<u>173.5</u>	<u>173.4</u>
General Fund	945,057	10,311,789	2,504,841	4,254	4,254
Cash Funds	29,525,254	36,917,660	43,752,865	48,044,720	48,075,596
Reappropriated Funds	0	334,424	309,604	0	0
Federal Funds	1,761,595	2,214,585	0	0	0