

**Colorado Department of State**  
**Strategic Plan and Budget Request**

**FY 2009-10**



**Submitted November 1, 2008**

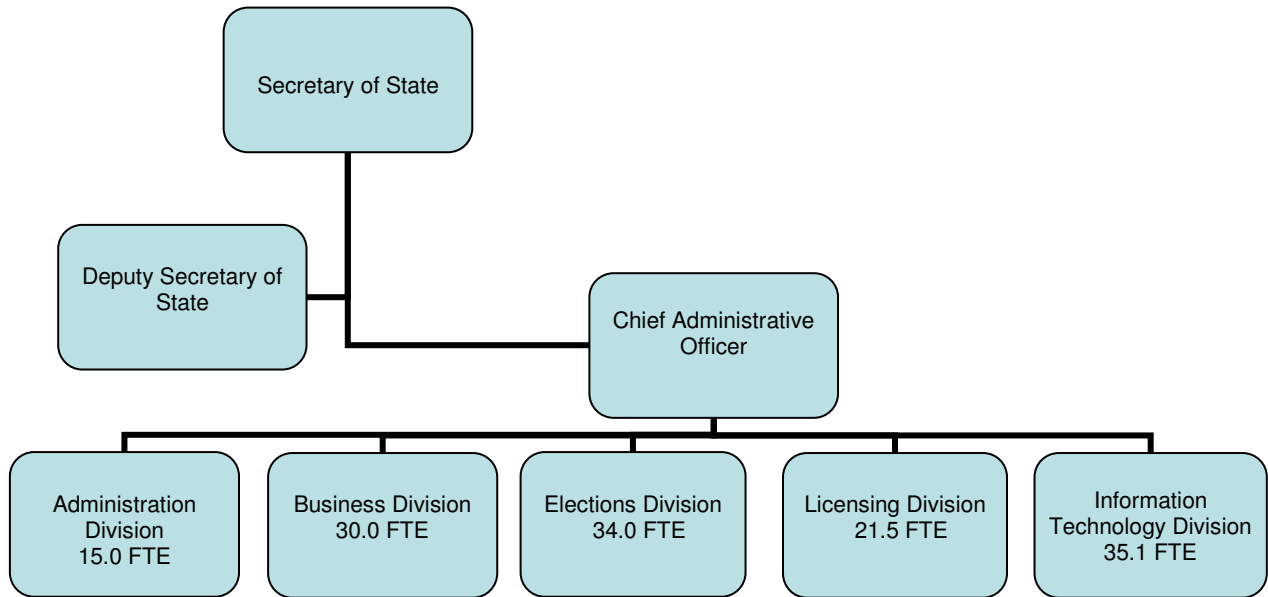
**Mike Coffman**  
**Secretary of State**

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# Colorado Department of State

November 1, 2008



135.6 FTE \$21,193,068 CF & \$1,695,344 FF

## FTE Overview

FY 07-08    FY 08-09    FY 09-10

### **Administration**

Secretary of State/Administration Division	16.5	15.0	15.0
Business Division	30.0	30.0	30.0
Elections Division (excluding HAVA)	15.0	24.0	24.0
Licensing Division	<u>21.5</u>	<u>21.5</u>	<u>21.5</u>
	83.0	90.5	90.5

### **Special Purpose**

Help America Vote Act	9.5	10.0	10.0
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### **Information Technology Services And Disaster Recovery Center**

	32.0	35.1	35.1
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### **Total**

	124.5	135.6	135.6
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## Department of State

The Department of State has several roles in government, primarily which is to receive and make available information. It is a filing office for many records that are mandated to be filed with the State, ranging from business entity filings and administrative rules of state agencies to campaign finance disclosures. While the department still collects paper documents, the largest percentage of its records is in electronic form. The department has three divisions that take in and keep these records: *Business, Licensing, and Elections*. Two other divisions in the department, *Administration* and *Information Technology*, provide support to those three programs.

With the exception of Information Technology Services and Special Purpose lines, the Department of State is bottom-line funded, i.e., the Long Bill Appropriations are not appropriated by division but are aggregated under "Administration" FTE and cash funds, which are generated almost entirely by the business filings to support the majority of the activities of the department. Appropriations through this method allow the department to use resources as needed by division. All vacancies (except those in the Information Technology Division) are moved into a "vacancy pool" in the Administration Division to be utilized by the departmental divisions demonstrating the most need. With this flexibility, the Department is able to fund and staff its programs without asking for additional resources.

**The Administration Division** supports the Secretary of State and the Business, Elections, Information Technology and Licensing Divisions in the department by providing personnel, financial, and general administrative support. Through its Public Information Office, the division provides communication and education to the public about the department's functions.

The finance unit secures, budgets and manages the necessary financial resources to enable the Department of State to efficiently and effectively operate the programs designated by state, federal, and other applicable laws and rules, as well as provides procurement and contracting services for the other divisions. The personnel unit serves the other departmental programs by performing all the activities required for the selection of department employees; this unit also provides technical assistance and information, such as benefit information, to supervisors as well as to other employees. This division also tracks staffing patterns, recommends FTE allocations across divisions, and assures compliance with Long Bill appropriations of FTE. Staff members in the Administration Division also coordinate activities surrounding any legislation that impacts the department.

One of the main functions of the Division's Public Information Office is to provide public access to documentation and records relating to the Secretary of State's office. This unit of the division tracks trends and issues pertinent to the department's programs, responds to inquiries from the public, media, and other interested parties, and utilizes various communication resources, such as press releases and the department's website, to encourage understanding, acceptance, cooperation and awareness between the Department of State and the citizens of Colorado. The office disseminates information to the public on how laws, rules, regulations and policies concerning the divisions of the department directly affect the public, and handles all open records requests under the Colorado Open Records Act (CORA) that are submitted to the department.

**The Business Division** supports and enhances Colorado's business and nonprofit activities by providing document filing, records management, information retrieval, and educational services to its constituencies.

Under its Business Organizations, Secured Transactions and Legal Process programs, the Business Division indexes, maintains and makes available to the public all records filed. Any person or entity operating a business in the State of Colorado is statutorily required to register with the Secretary of State's office and to renew this registration through the filing of annual reports or renewals. Through its Business Organizations program, the Division registers business names, business organizations, trade names and trademarks, and indexes and maintains records regarding these registrations and makes them, as well as related certificates, accessible to the public. Through its Secured Transactions program, the Division indexes, maintains and makes available to the public Uniform Commercial Code Article 9 Financing Statements and related certificates. Similar services are provided regarding Effective Financing Statements pursuant to the federal Food Security Act of 1985; "master lists" of Effective Financing Statements to buyers of farm products are distributed monthly. Further, under this program, the Division receives and maintains records regarding certain additional miscellaneous liens, such as those filed by the IRS, and makes them accessible to the public.

The Legal Process program of the Business Division maintains records related to service of process on the Colorado Secretary of State as agent for certain persons, and responds to other miscellaneous notices and demands, such as subpoenas, served on the Colorado Secretary of State in connection with records maintained by the Business Division. Miscellaneous statutes have existed from time to time under which the Colorado Secretary of State was, in specified circumstances, statutorily designated to serve as agent for service of process. Certain of these miscellaneous statutes have been amended over time to alter their service of process schemes, eliminating the agency role of the Secretary of State, while others remain in effect.

Due to the complexity of laws related to the functions of its programs, staff of the Business Division participates in drafting, enactment, revision and interpretation of related legislation to assure that administrative concerns are addressed, to revise administrative procedures appropriately for new and changed laws, to train its employees and to educate constituents. The Division participates in the Drafting Committee of the Colorado Bar Association Business Law Section, which allows the Division to understand the intent behind statutory changes and to propose changes to the Drafting Committee that aid in the efficient administration of business and commercial laws and in the development of e-government.

As a part of its programs, the Business Division provides public education and outreach through constituent support, updated publications and enhanced web content that includes "frequently asked questions," a glossary of terms, troubleshooting tips, and pertinent publications, all of which have been designed to aid constituents with more self-help educational opportunities. In addition to a continuous effort to make all data, images and related certifications, information, forms and instructions available to the public on its web site "24/7", the Division has extensive service personnel to assist constituents with information, questions or with the electronic filing of documents.

**The Elections Division** is responsible for several sub-programs related to elections for the State of Colorado. As the State's chief election official, the Secretary of State is mandated to administer and supervise statutory provisions that relate directly or indirectly to the conduct of elections for the State of Colorado, and the Elections Division accomplishes this mandate.

Under the Statutory Filings sub-program, the Division collects, verifies, maintains, and distributes information related to a number of mandatory filings that include: reports of political party organizations, lobbyist disclosures, conflicts of interest, town abandonments, oaths, election certifications from county clerks and recorders, public official disclosures, certifications of adopted charters and municipal incorporations, initiative petitions, and candidate petitions. The Division also identifies all political parties and qualified political organizations and certifies to the county clerks and recorders, who are the chief election officials of their respective counties, the appropriate registration designations for voters seeking to register with minor parties. Other functions under this sub-program include verification of information that statutorily must be sent to electors; county security plans, alternate ballot counting plans and emergency plans for elections; and voter registration notices.

Administration by the Division of the Initiative and Referendum process, the method by which the people of the State may propose laws and amendments to statutes or the state constitution, includes all the clerical and follow-up support necessary to receive and verify initiatives: coordination of the Title Board hearing process to set titles; review for statutory compliance; and verification of signatures after the petitions are circulated. Through its Ballot Access sub-program, the Division monitors all candidate filings related to ballot access and ensures that mail ballot plans submitted by counties, municipalities or special districts are in compliance with state law so that the Secretary of State, as mandated, can certify ballot content to all 64 counties.

Counties in the state may only conduct elections using voting equipment that has been certified by the Secretary of State. Through the Division's Voting Equipment Certification program, staff conducts evaluations of vendor voting systems to determine compliance with state regulations. The process for certification of any vendor's voting system, including upgrades to previously certified systems, involves specifically addressing the functionality, performance levels, physical and design characteristics, documentation, audit capacity, security, telecommunications, and accessibility of the system. The Division is required to verify that certified software and firmware, known as the Trusted Build, is installed on every piece of voting equipment in the state; thus, when voting equipment is purchased, repaired, or upgraded, Division staff is deployed to the applicable county clerk's office to install or verify the trusted build.

The Division provides an Election Official Training Certification Program for nearly 400 local election officials in the state. Certain elections officials, including the county clerks and recorders, are required to attend training and reach certification status within a two-year period, and to attain recertification every two years by taking additional training courses. Others, including municipal elections officials, choose to participate in this program to enhance their skills. The division develops and delivers curricula on election-related subjects, conducts multiple seminars across the state, tracks credits received and in conjunction with a certification training advisory board, approves and issues official certifications.

The Elections Division oversees the requirements of the Help America Vote Act 2002 (HAVA) for which the State received federal funds to improve the administration of federal elections. These requirements include development, implementation and maintenance of a centralized computerized statewide voter registration system; assurance of the accessibility to all polling places by members of the disability community; adherence to voting system standards; and education and outreach regarding provisional voting and other voting information. Using federal grant funds specifically to address accessibility, the Division also provides oversight of county requirements to survey all polling places for accessibility by the disabled voters.

Campaign and Political Finance laws contain provisions concerning contribution limitations, voluntary spending limits, and reporting requirements for political candidates and certain committees. Elections Division staff provides oversight related to the conduct of campaigning for public office by auditing reports of campaign contributions and expenditures filed by those political candidates and committees who are statutorily obligated to disclose such information, tracking the timeliness of the filed reports, and assessing penalties for late filings. The Division also provides training regarding the filing requirements for designated election officials, candidates and committees, employs an electronic mail notice system to reduce the non-compliance rate of filing, and maintains a web-based filing and indexing system of filed reports.

The National Voter Registration Act (NVRA) requires the Secretary of State to coordinate with county clerks and many state and local agencies to offer voter registration and provide relevant statistics to the federal Election Assistance Commission. The Division supports the coordination of these activities, prescribes and issues appropriate forms, and tracks and submits data concerning voter registration numbers and trends. Under the Uniformed Overseas Citizens Voting Act (UOCAVA), federal provisions are implemented related to facilitating voter registration and the transfer of ballots for uniformed service members and their dependents, as well as for citizens temporarily or permanently residing outside the United States. The Division works with county clerks to establish procedures effectuating enfranchisement of military and overseas citizens, assisting them with voter registration and submission of ballots via regular mail, fax, or email. Other functions of the Division regarding elections include publishing a statewide abstract of votes cast in elections, providing training voter registration drive training, and investigating official election and voter registration drive complaints.

Any person or entity defined statutorily as a professional lobbyist is required to register with the Secretary of State and to file regular disclosure reports with the department. The Elections Division oversees the Lobbyist Registration and Reporting program by accepting registrations and disclosure reports, tracking and enforcing reporting requirements, and assessing penalties for delinquent filings. The Division posts the reported information, as well as employer/client directories, on the department's website for public access, and provides customer support services to lobbyists, the media and other interested persons

**The Licensing Division** is responsible for administering five sub-programs: Bingo-Raffle, Charitable Solicitations, Administrative Rules, Notaries Public, and Address Confidentiality.

The Bingo-Raffle program oversees charitable gaming practices through licensing qualified nonprofit organizations involved in charitable gaming. It also licenses and regulates gaming-related business enterprises, including commercial bingo hall landlords, manufacturers of bingo-raffle equipment, bingo-raffle suppliers (distributors), and manufacturers' and suppliers' agents. This program enforces compliance with the laws of Colorado through the investigation of complaints and issuance of corrective and compliance recommendations, including the discipline of licensees in an administrative proceeding. This program also disseminates information to the public through the division's website regarding games of chance laws and rules, makes periodic site visits to gaming locations, and provides games manager certification training throughout the state to assist them in conducting compliant games.

The Charitable Solicitations program promotes transparency and accountability among charitable organizations to increase the confidence of donors in legitimate charities and discourage unscrupulous practices by solicitors. It registers charitable organizations and paid solicitors that solicit contributions in Colorado as well as those professional fundraising consultants that contract with charitable organizations and have custody or control of receipts

from a solicitation campaign. Through this program, charities and solicitors file mandatory disclosure forms that illuminate contractual obligations with respect to solicitation campaigns; the division provides an internet-based filing and searching capability for the public. Other functions of this program include providing education on the requirements of the law and investigating complaints. When necessary, the Secretary of State refers actionable complaints to the attorney general, or levies administrative fines or denies, suspends, or revokes the registration of any charitable organization, professional fundraising consultant, or paid solicitor that violates any provision of the Charitable Solicitations Act.

Through the Administrative Rules program, the Division publishes the *Code of Colorado Regulations (CCR)*, which is comprised of all the administrative rules of the executive branch agencies of the state. State agencies are required by law to file adopted rules and notices of rulemaking with the Secretary of State for publication in the companion publication, the *Colorado Register (CR)*, which is published monthly. It includes rule-making notices, proposed rules, new and amended rules, and attorney general rules opinions. The Division publishes the official version of the *CCR* and the *CR* electronically and, through a private publisher, provides for an unofficial version to be published in print. This program provides the public with free online access to the rules and rulemaking documents, assistance with questions regarding the use of the Division's web interface, and a help-desk function for agency and attorney general filers. Staff also creates help documents and trains agencies with regard to rulemaking and e-filing of the documents.

The Division's Notaries Public program commissions notaries public and electronic notaries, and issues authentications and Apostilles for international and inter-jurisdictional uses. The program investigates complaints against notaries and sanctions, through administrative proceedings, notaries found guilty of violating the Notaries Public Act. This program provides notary information and education sessions throughout the state to law firms, bar associations, banks and notary professional organizations.

The Address Confidentiality Program (ACP) is a new program for the State which protects victims of domestic violence, sexual abuse, or stalking from present or would-be assailants by shielding the addresses of the victims, providing a substitute address to the victim, purging previous addresses from public records, and forwarding participant mail. Division staff trains application assistants in the State to take applications for the program, works with school administrators and other entities regarding their responsibilities under the statute, and interacts with law enforcement statewide regarding their interaction with participants.

**The Information Technology (IT) Division** provides technical services, project management services, development and support to programs administered by IT and the other divisions of the Department, serves as the managing partner for the State of Colorado's computer systems' disaster recovery center (e-FOR<sup>3</sup>T), and assures Department compliance with state rules and policies adopted by the State Chief Information Officer and the State Chief Information Security Officer. This Division maintains the departmental infrastructure required to support the core technology operations and web presence of the Department, including the electronic filing of documents with all division of the Department. As the managing partner for the state's enterprise disaster recovery facility known as e-FOR<sup>3</sup>T, the Division serves as a liaison between state agency tenants and the private company that owns and manages operational aspects of the facility, which as of September 2008 had a 38% occupancy rate and a reserved occupancy rate of 49%.



The IT Division regularly interacts with the Governor's Office of Information Technology (OIT), the Office of Cyber Security, and other state agencies with primary or secondary responsibilities or interests in the operations of the Secretary of State's Office. Even though the Department of State is not part of the consolidation of information technology services under OIT, the Department's IT Division regularly consults with the OIT regarding projects, participates within OIT's Executive Governance Committee structure, and works to align with OIT policies and procedures wherever possible.

## Prior Year Legislation

**HB 08-1003 (Balmer, Tupa) Special Congressional Vacancy Elections:** concerns special congressional vacancy elections for purposes of continuity in representation. It allows the Secretary of State to promulgate rules ensuring the special election is held within a requisite time.

**HB 08-1048 (Rose, Cadman) State Seal:** modifies statute concerning the size of the state seal, reducing it from 2.5 inches to 2.25 inches or another size specified by rule of the Secretary of State.

**HB 08-1055 (Witwer, Shaffer) Administration of the Regulation of Business Entities:** makes minor changes and clarifications to Title 7, C.R.S, related to the regulation of business entities by the Secretary of State.

**HB 08-1109 (Balmer, Williams) Charitable Solicitations:** increases the Secretary of State's authority to regulate charitable solicitations, including mandating electronic filing of required forms, setting fines for noncompliance with the statute, and investigating violations of the act. An appropriation in the amount of \$28,000 out of the Department's cash fund was made to implement the provisions of this act.

**HB 08-1128 (Marostica, Gordon) Verification of Signatures of Electors:** gives county clerks and recorders access to the statewide voter registration system for the purpose of comparing an elector's signature in the system with the signature on the return envelope of a mail-in ballot or mail ballot, including using a signature verification device. The Secretary of State may adopt rules to establish procedures for using the signature verification devices. If the machine determines a match, the signature would be deemed verified; if not, an election judge would make a determination of match.

**HB 08-1155 (Balmer, Gordon) Certification Process for Voting Systems:** clarifies the authority of the Secretary of State and the certification process for voting systems retested by the Secretary in 2007. The bill authorized the Secretary to amend or rescind any orders issued on December 17, 2007 regarding the certification of voting systems, and if the Secretary amended or rescinded any orders, to perform tests or otherwise demonstrate that the major deficiencies identified in the order to decertify the voting system had been resolved or mitigated. Further, the Secretary shall timely communicate with the counties which voting systems they may use for the 2008 elections.

**HB 08-1233 (Judd, Tupa) Campaign Contributions:** changes how campaign contributions for a limited liability company (LLC) must be allocated among its members. It changes the law from allowing the LLC to dictate how the contribution is allocated among members to requiring that

the allocation be made based on each member's share of capital invested in the LLC on the date the contribution is made.

**HB 08-1266 (Witwer, Veiga) Filing of Notices Related to Liens:** modifies the requirements for filing lien notices and other records of secured transactions with the Secretary of State under the Uniform Commercial Code. It also establishes the Colorado Statutory Lien Registration Act to set consistent requirements for the filing of notices for a variety of liens located throughout state law.

**HB 08-1273 (Gallegos, Romer) Regulation of Games of Chance:** continues the regulation of bingo and other games of chance by the Secretary of State, and repeals the Colorado Bingo-Raffle Advisory Board, until July 2017, at which time the program and functions will be reviewed by the Department of Regulatory Agencies. It requires the Secretary of State and the Executive Director of the Department of Revenue to confer regarding the desirability and practicality of transferring the responsibilities for this program to the Department of Revenue and to report their findings to House and Senate committees by December 31, 2008.

**HB 08-1274 (King, Tupa) Address Confidentiality Program:** makes modifications to the statute related to the confidentiality of a participant's address and designation of application assistants, allows the Secretary of State to lend cash funds to the program to cover costs if the program fund is insufficient, requires any loans to be repaid by the end of the fiscal year, and prohibits the use of General Funds to support the program.

**HB 08-1320 (Buescher, Keller) Designation of Certain Appropriations:** changes the designation of certain appropriations currently referred to in statutes as cash funds exempt appropriations to either cash funds or reappropriated funds. (For the Department of State, HAVA funds previously designated as cash funds exempt in the Long Bill will be identified as cash funds.)

**HB08-1321 (Buescher, Keller) Designation of the Purposes of Certain Line Item Appropriations:** codifies terms and purposes used in the annual general appropriations bill (Long Bill).

**HB 08-1345 (Weissmann, Butcher) Vacancies in Elective Offices:** modifies processes and deadlines for filling vacant elective positions on state and local level.

**HB 08-1364 (Benefield, Windels) Interdepartmental Data Protocols:** requires the State CIO to form a Data Protocol Development Council to design and implement a comprehensive data management system across state government.

**HB 08-1378 (Kefalas, Gordon) Ranked Voting Methods:** authorizes municipalities and special districts to conduct candidate elections using ranked voting which allows a voter to indicate a preference for more than one candidate in a multi-candidate race. This eliminates the need for a separate runoff election to determine the majority winner instead of the plurality winner. The Secretary of State is required to adopt rules on the conduct of an election using ranked voting, provide guidance to local governments, and report to the General Assembly in 2011.

**HB 08-1401 (Marshall, Gordon) Voter Information Cards:** requires the county clerks and recorders of each county to send a voter information card by forwardable mail to each active registered voter of the county and by nonforwardable mail to each inactive registered voter,

except to electors whose previous communication from the county clerk and recorder was returned as undeliverable. The bill appropriated a total of \$450,000 to be reimbursed to counties by the Secretary of State for associated printing and postage costs to comply with this act.

**SB 08-243 (Gordon, M. Carroll) Creation of Election Reform Commission:** creates a commission to review, research, and make recommendations to ensure that every eligible citizen in the state has the opportunity to register to vote and to participate in fair, accessible and impartial elections. The Commission shall present a report of its analyses and recommendations to committees of the legislature by March 2009.

## Hot Issues

Public interest in elections, as well as the enactment of the Help America Vote Act (HAVA), has significantly impacted the “culture” of the elections process on a national, state, and local level. HAVA granted millions of dollars as “seed money” to States to improve the administration of federal elections. Colorado has met the basic mandates of HAVA: replacement of punch card voting machines, centralization of a computerized statewide voter registration list housed at the state level, and improved accessibility in the voting process for the disabled community. However, these successes have brought challenges:

- County election officials have had to change the way they conducted elections in the past, requiring increased technical guidance and training from Department staff, as well as additional resources at both levels, to not only comply with HAVA but with State laws.
- Requirements imposed by the federal government on voting equipment vendors to update their systems have necessitated more frequent evaluations and analyses of systems by the Department.
- Persons distrustful of the security and accuracy of electronic voting machines (DREs) and the certification process of such machines, and of the election process in general, have brought – or threaten to bring – lawsuits against states, including Colorado. The Department has devoted significant resources to defending efforts in these areas and recognizes that legal and policy decisions need to be made.
- The “seed money” provided to the State by the federal government is expected to be depleted in FY2011, which means the State, perhaps with the counties, will need to pick up the costs of maintaining the requirements of HAVA.

The Department has begun to plan for the future funding of HAVA. The newly formed Election Reform Commission will be addressing issues and concerns of the public and the election officials who conduct the elections.

There is a growing concern regarding the anonymity of the business entity formation process and the ease of forming entities, especially by formation agents or registered agents. Proposed changes to business law at the federal level include: establishing uniform requirements for states relating to the disclosure of beneficial owners of corporations and LLCs; imposing additional identification requirements for beneficial owners of corporations and LLCs who are not U.S. citizens or lawful permanent residents; and using Homeland Security funds to implement the program. If such legislation passes, the Department’s Business Division would

be required to change its forms to allow for the entry of additional information. This would require redesign of the online equivalents of “forms”, namely all the user interfaces of its computer-assisted records management and access system for business organization records. The Business Division would also have to determine, after resolving issues around privacy concerns, if any, relating to the newly required information, whether and to what extent to redesign its online filing system so that some of the newly required information would not be publicly accessible online. Given the uncertainties surrounding the federalization of what has traditionally been state-controlled business organization law, the Department has not taken any action other than to remain as informed as possible about developments.

Senate Concurrent Resolution 08-003 referred a constitutional amendment to the voters in the 2008 General Election to modify the requirements for citizen-initiated ballot measures submitted to voters in subsequent elections. If this referendum is passed by the voters, it will change the minimum number of signatures needed for a constitutional change, and will require that 10 percent of the signatures be gathered from residents in each of the state’s 7 congressional districts. The referendum will also change the minimum number of petition signatures required for a statutory change. It further prohibits repealing or amending any statutory change for 6 years after the law becomes effective without a two-thirds vote of each house of the General Assembly. The Department anticipates that passage of this resolution by the voters will result in an increase in the number of petitions requiring signature by the Department, which could also create a need for additional resources to handle the process.

# Department of State Strategic Plan

## FY2009-2010 Budget Request

### Introduction

The Department of State has several roles and functions in government, primarily which is to receive and make available information. Internet-based electronic filing and retrieval of information with the department is the favored, and in many cases, mandatory method, and the Department is continually web-enabling documents and information for its customers.

Even though each division within the Department has its own unique functions, there are some functions which are consistent across the programs, with the common thread being electronic information. For example:

- Licensing/Registering. Businesses, charitable organizations, and lobbyists register with the department; bingo-raffle organizations are licensed, and notaries public receive commissions from the State through the department.
- Communicating/Educating. Each division devotes significant time to communicating with and assisting its constituents: the public in general, the private sector, governmental bodies, media, and others who require or desire information regarding the departmental programs.
- Records Disclosure. Through their respective websites, the Business Division makes available information about businesses in Colorado; the Elections Divisions provides disclosure information of lobbyists and political candidates and committees; the Licensing Division posts the disclosure reports filed by registered charitable organizations.
- Electronic Filings. Most of the records filed with the Business Division are filed electronically; campaign finance disclosure forms are filed electronically with the Elections Division; administrative rules are published electronically by the Licensing Division.

In addition to serving as the “keeper of records”, the Secretary is the chief election official of the State, charged with the administration of several statutes that relate directly or indirectly to the conduct of elections for the State of Colorado. Public interest in and scrutiny of elections, implementation of the requirements of the Help America Vote Act (HAVA), and issues involving voting equipment significantly influence this role of the Secretary and the Department.

### Statutory Authority

The statutory authority for the Department of State is found at Title 24, Article 21, Colorado Revised Statutes (2008).

## Mission Statement

The mission of the Department of State is to serve the public by performing constitutional and statutory duties of collecting, securing, and communicating information, ensuring the integrity of elections, and enhancing commerce.

## Vision Statement

The vision of the Department of State is to provide accurate and reliable information through improved services to its customers. The Department of State will use technology to increase access, reduce fees, and provide easier and faster service to the public.

## Objectives

Considering the mission and vision of the department and the purpose of their programs, the divisions determined primary objective(s) and performance measures. Below is a listing of these objectives which are of equal importance to the Department and the Secretary of State. The corresponding performance measures and evaluation of successes, along with related workload indicators, follow.

### **Business Division:**

Objective: Decrease the number of paper document filings and increase the use of the Division's self-service, web-based system for the filing, searching and retrieval of documents online by web-enabling 92% of transactions available by FY 2011-2012.

### **Elections Division:**

Objective: Increase the number of election officials trained in all aspects of elections by expanding the training opportunities available to them.

### **Information Technology Division:**

Objective: Decrease the number of days required for full execution of a disaster recovery exercise utilizing the agency's disaster recovery plan for hardware and software assets.

Objective: Achieve more strict compliance with agency policies regarding information security standards through regular security awareness courses for employees of the agency and internal audits of compliance.

**Licensing Division:**

Objective: Decrease the number of days to process rule filings for electronic access by improving the process of converting the documents.

Objective: Through outreach and education, partnering with other agencies, and an enhanced website, increase the number of registered charitable organizations that are required to register with the Secretary of State.

**Performance Measures****Business Division**

## 1. Number of paper documents processed.

		Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
Business Organization	Benchmark	-	32,461	11,295	7,428
	Actual	34,533	23,911	-	-
Secured Transactions	Benchmark	-	57,720	23,845	20,772
	Actual	60,758	28,041	-	-
Total of all	Benchmark	-	90,181	35,140	28,200
	Actual	95,291	51,952	-	-

## 2. Number of transactions available online.

		Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
Business Organization	Benchmark	-	58	59	62
	Actual	54	54	-	-
Secured Transactions	Benchmark	-	16	16	26
	Actual	16	16	-	-
Total	Benchmark	-	74	75	88
	Actual	70	70	-	-

An ultimate objective of the Division is to provide comprehensive electronic access to all documents, services and information provided by the Division, and the Division continues to work toward web-enabling more electronic transactions. The number of paper documents processed by the Business Division in FY08 decreased significantly – nearly 55% of the number processed the previous fiscal year, and the Division expects this trend to continue. “24/7” access to the Division’s website, significantly lower filing fees to file documents online, and mandatory on-line filing of some documents are contributing factors to the number of paper documents filed.

During FY08, the Division completed the systems requirements for a redesign of the Secured Transaction program and developed requirements documents for additional web-enabled transactions to be available in FY09.

### Key Workload Indicators

	FY06-07	FY07-08	FY08-09	FY09-10
Number of business organization and secured transaction paper document filings processed	95,291	51,952	35,140	28,200
Average number of days to process business organization paper documents	4	5	2	2
Average number of days to process secured transaction paper documents	2	2	2	1

### Elections Division

#### 3. Number of Election Official Certification training classes offered to election officials

	Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
Benchmark	-	50	45	45
Actual	32	69	-	-

#### 4. Number of participants in Election Official Certification training

	Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
Benchmark	-	2,680	1,850	1,850
Actual	1,680	2,183	-	-

The Elections Division conducted more training classes for election officials in FY07-08 than it anticipated, but the number of participants did not reach expectations. However, the county election officials were required to spend significant time attending mandatory training sessions on the use of the statewide voter registration system (SCORE) which made it more difficult for them to attend elective training in other areas. In addition, because 2008 is a General Election year, the Division offered other trainings to the elected officials related to campaign finance statutes. The Division expects to increase its training efforts in many areas regarding elections issues, including those surrounding voter registration drives by non-governmental groups.

### Key Workload Indicators

	FY06-07	FY07-08	FY08-09	FY09-10
Number of training sessions conducted for candidates, committees, and election officials	15	25	15	20
Number of training sessions conducted for voter registration drives	95	71	90	130

### Information Technology Division

#### 5. Number of days required for full execution of a disaster recovery exercise

	Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
Benchmark	-	5.0	3.0	3.0
Actual	7.0	0	-	-



6. Percentage of staff achieving a passing grade on cyber security awareness exam

		Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
	Benchmark	-	75%	100%	100%
	Actual	N/A	100%	-	-

The Department experienced a 100% success rate in its staff achieving a passing grade on a cyber security awareness exam. The Division did not perform a disaster recovery exercise in FY08 but expects to do so in FY09.

**Key Workload Indicators**

	FY06-07	FY07-08	FY08-09	FY09-10
Number of exercises executed for agency's IT assets disaster recovery plan	1	2	2	2
Number of cyber security awareness classes conducted by agency staff	N/A	1	3	3

**Licensing Division**

7. Average number of days to process administrative rule filings for electronic access

		Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
	Benchmark	-	2.50	2.5	2.5
	Actual	2.75	2.25	-	-

8. Number of registered charitable organizations

		Actual FY06-07	Actual FY07-08	Estimate FY08-09	Estimate FY09-10
	Benchmark	-	5,563	7,740	9,280
	Actual	4,837	6,450	-	-

The number of days to process administrative rule filings for electronic access lowered more than expected, but the Division does not expect this to improve until more work is performed on improving the technology for processing. The IT Division expects to implement revisions to the rules processing system in FY09 which should make the process easier and less labor-intensive. Through an outreach project targeted at unregistered charities, the total number of registered charitable organizations increased 33% over the previous year, and this trend is expected to increase as more organizations are formed or become active in Colorado and as information regarding the Division's program is widely disseminated. In FY09, the e-file software for charitable organizations will be enhanced to facilitate charities and potential donors.

**Key Workload Indicators**

	FY06-07	FY07-08	FY08-09	FY09-10
Number of electronic rule filings received and processed	N/A	494	400	400
Number of complaints filed against organizations and/or solicitors that solicit charitable contributions in Colorado	24	26	31	37

## **Additional Significant Accomplishments, Strategies, and Workload Indicators**

During FY08, the Department had several accomplishments that were directly or indirectly related to the core objectives and performance measures.

- A major success for the Department and the State was the deployment and implementation of a statewide computerized voter registration system (SCORE) that was put into operation in all 64 counties in the spring of 2008 and has been used for the 2008 elections. Mandated by HAVA, this was the final requirement for the State to be in full compliance with HAVA.
- The Department implemented a web-based internal application program for notary data entry, an external notary application program for notaries and prospective notaries, an electronic reporting system for bingo-raffle licensees, an internal business system for the compilation and distribution of master lists, and enhanced the application for charitable organizations to support receiving filings from the IRS. The Department will continue to deploy new or improved systems for its customers during the current fiscal year, including a new web-based campaign finance disclosure system.
- Over \$197,000 in grants were distributed to nine counties to enhance the accessibility of polling places around the state. The Elections Division will continue to work in partnership with leaders in the disability community to ensure all polling places are accessible to disabled voters.
- The Department set up the new Address Confidentiality Program, trained over 100 Application Assistants across the state, and began implementing the program July 1, 2008. Through the first quarter of FY09, additional Assistants have been trained, and 35 adult victim participants, as well as 54 family members of the victims, had been accepted into the program.
- In early 2008, additional HAVA funds were made available for states for the improvement of federal elections. The Department took the required actions to qualify for the additional funds, including requesting and receiving a 5% match appropriation from the General Assembly, convening a committee to determine the use of the additional funds, and updating its HAVA State Plan. Colorado was the second state in the country to qualify and receive the additional funds, which total nearly \$1.7 million. These funds are being used to provide technical support to the counties on the use of the statewide voter registration system.

## Workload Indicators

	FY06-07	FY07-08	FY08-09	FY09-10
Number of Initiative submitted to Title Board for titles	16	128	20	40
Number of Titles set by Title Board	8	60	10	20
Number of Initiative Petitions Verified	7	3	14	4
Number of voting system certifications	6	5	6	6
Number of applications from adult victims submitted for ACP	N/A	N/A	148	300
Number of adult victim participants using ACP mail forwarding system	N/A	N/A	148	300
Number of pieces of mail forwarded under ACP	N/A	N/A	6422	21,100
Number of Bingo-raffle complaints investigated	41	23	40	40
Number of Bingo-raffle inspections	242	334	400	400
Number of training classes conducted for Bingo games managers	58	45	48	48
Number of notary commissions issued	22,920	23,279	23,350	23,425
Number of notary education classes held	36	38	40	40

<b>DEPARTMENT OF STATE</b>								
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST								
<b>(1) Administration</b>								
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds
<b>Personal Services</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$5,257,626	90.5	\$0	\$0	\$5,257,626	\$0	\$0
	Prior Year Salary Survey	\$246,098		\$0	\$0	\$246,098	\$0	\$0
	Prior Year Performance-based Pay	\$124,267		\$0	\$0	\$124,267	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$5,627,991</b>	<b>90.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,627,991</b>	<b>\$0</b>	<b>\$0</b>
<b>Executive Services / Salary Survey</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$0		\$0	\$0	\$0	\$0	\$0
	Common Policy Request	\$167,077				\$167,077		
	<b>FY 09-10 Base Request</b>	<b>\$167,077</b>		<b>\$0</b>	<b>\$0</b>	<b>\$167,077</b>	<b>\$0</b>	
<b>Workers Compensation</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$6,201		\$0	\$0	\$6,201	\$0	\$0
	Common Policy Incremental Change	\$9		\$0	\$0	\$9	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$6,210</b>		<b>\$0</b>	<b>\$0</b>	<b>\$6,210</b>	<b>\$0</b>	
<b>Health/Life/Dental</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$566,848		\$0	\$0	\$566,848	\$0	\$0
	Common Policy Change	\$109,241		\$0	\$0	\$109,241	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$676,089</b>		<b>\$0</b>	<b>\$0</b>	<b>\$676,089</b>	<b>\$0</b>	
<b>Short Term Disability</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$9,485		\$0		\$9,485	\$0	\$0
	Common Policy Change	\$4		\$0		\$4	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$9,489</b>		<b>\$0</b>	<b>\$0</b>	<b>\$9,489</b>	<b>\$0</b>	
<b>Ammortization Equalization Pmt</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$116,741		\$0		\$116,741	\$0	\$0
	Common Policy Change Request	\$29,820		\$0		\$29,820	\$0	\$0

DEPARTMENT OF STATE								
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST								
<b>(1) Administration</b>								
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds
	<b>FY 09-10 Base Request</b>	<b>\$146,561</b>			<b>\$0</b>	<b>\$146,561</b>	<b>\$0</b>	
<b>Ammortization Equalization SB06-235</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$54,722		\$0		\$54,722	\$0	\$0
	Common Policy Change Request	\$35,610		\$0		\$35,610	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$90,332</b>		<b>\$0</b>	<b>\$0</b>	<b>\$90,332</b>	<b>\$0</b>	
<b>Discretionary Fund</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$5,000		\$0		\$5,000	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$5,000</b>		<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	
<b>Operating Expenses</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$825,243		\$0		\$825,243	\$0	\$0
	Common Policy Incremental Change	\$12,683		\$0		\$12,683	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$837,926</b>		<b>\$0</b>		<b>\$837,926</b>		
<b>Vehicle Lease Payment</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$2,714		\$0		\$2,714	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$2,714</b>		<b>\$0</b>		<b>\$2,714</b>		
<b>Computer Room</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$44,341		\$0		\$44,341	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$44,341</b>		<b>\$0</b>		<b>\$44,341</b>		
<b>Indirect Cost Assessment</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$224,409		\$0		\$224,409	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$224,409</b>		<b>\$0</b>		<b>\$224,409</b>	<b>\$0</b>	
<b>Legal Services</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$534,536		\$0		\$534,536	\$0	\$0

DEPARTMENT OF STATE								
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST								
<b>(1) Administration</b>								
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds
	<b>FY 09-10 Base Request</b>	<b>\$534,536</b>		<b>\$0</b>		<b>\$534,536</b>		
<b>Administrative Law Judge</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$86,417		\$0		\$86,417	\$0	\$0
	Common Policy Incremental Change	\$1,992		\$0		\$1,992	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$88,409</b>		<b>\$0</b>	<b>\$0</b>	<b>\$88,409</b>		
<b>Leased Space</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$709,669		\$0		\$709,669	\$0	\$0
	Decrease in Rent Request - Broe Lease Agreement	(\$69,922)		\$0		(\$69,922)	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$639,748</b>		<b>\$0</b>		<b>\$639,748</b>		
<b>MNT</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$569,609		\$0		\$569,609	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$569,609</b>		<b>\$0</b>		<b>\$569,609</b>		
<b>Risk Management</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$23,303		\$0		\$23,303	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$23,303</b>		<b>\$0</b>		<b>\$23,303</b>		
<b>ACP</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$75,337		\$0		\$75,337	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$75,337</b>		<b>\$0</b>		<b>\$75,337</b>		
<b>(1) Administration</b>								
	<b>FY 2008-09 Total Appropriation (Long Bill plus Special I</b>	<b>\$9,482,566</b>	<b>90.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,482,566</b>	<b>\$0</b>	<b>\$0</b>
	<b>FY 2009-10 Base Request</b>	<b>\$9,769,081</b>	<b>90.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,769,081</b>	<b>\$0</b>	<b>\$0</b>

<b>DEPARTMENT OF STATE</b>														
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST														
<b>(2) Special Purpose</b>														
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds						
<b>Help America Vote Act</b>														
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$6,976,940	7.5	\$0	\$0	\$6,976,940	\$0	\$0						
	Adjustment - Spending Projections	(\$4,660,745)		\$0	\$0	(\$4,660,745)	\$0	\$0						
	<b>FY 09-10 Base Request</b>	<b>\$2,316,195</b>	<b>7.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,316,195</b>	<b>\$0</b>	<b>\$0</b>						
<b>Local Election Reimbursement</b>														
Exe	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$1,729,923		\$0	\$0	\$1,729,923	\$0	\$0						
	HB 08-1401 County Voter Reimbursement	\$450,000		\$0	\$0	\$450,000	\$0	\$0						
	<b>FY 09-10 Base Request</b>	<b>\$1,729,923</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,729,923</b>	<b>\$0</b>	<b>\$0</b>						
<b>Initiative and Referendum</b>														
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$200,000		\$0	\$0	\$200,000	\$0	\$0						
	Adjustment - Odd Year Election	(\$150,000)		\$0	\$0	(\$150,000)	\$0	\$0						
	<b>FY 09-10 Base Request</b>	<b>\$50,000</b>		<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>						
<b>(2) Special Purpose</b>														
	<b>FY 2008-09 Total Appropriation (Long Bill plus Special Bills)</b>	<b>\$9,356,863</b>	<b>7.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,356,863</b>	<b>\$0</b>	<b>\$0</b>						
	<b>FY 2009-10 Base Request</b>	<b>\$4,096,118</b>	<b>7.5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,096,118</b>	<b>\$0</b>	<b>\$0</b>						

<b>DEPARTMENT OF STATE</b>								
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST								
<b>(3) Information Technology</b>								
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds
<b>Personal Services</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$5,177,393	32.1	\$0	\$0	\$5,177,393	\$0	\$0
	Decision Item #2 - CISA	(\$265,156)		\$0		(\$265,156)		
	Decision Item - #3 - Accounting System Replacement	(\$305,000)		\$0		(\$305,000)		
	HB 07-259 - Campaign Finance	(\$1,410,000)				(\$1,410,000)		
	HB 08-1109 - Charitable Solicitations (1yr funding)	\$28,000		\$0	\$0	\$28,000		
	<b>FY 09-10 Base Request</b>	<b>\$3,197,237</b>	<b>32.1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,197,237</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Expense</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$767,430		\$0	\$0	\$767,430	\$0	\$0
	Decision Item #2 - CISA	(\$177,170)		\$0		(\$177,170)		
	Decision Item - #3 - Accounting System Replacement	(\$115,000)				(\$115,000)		
	<b>FY 09-10 Base Request</b>	<b>\$475,260</b>		<b>\$0</b>	<b>\$0</b>	<b>\$475,260</b>	<b>\$0</b>	<b>\$0</b>
<b>Hardware/Software Maintenance</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$878,230		\$0	\$0	\$878,230	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$878,230</b>		<b>\$0</b>	<b>\$0</b>	<b>\$878,230</b>	<b>\$0</b>	<b>\$0</b>
<b>Asset Management</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$445,418		\$0	\$0	\$445,418	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$445,418</b>		<b>\$0</b>	<b>\$0</b>	<b>\$445,418</b>	<b>\$0</b>	<b>\$0</b>
<b>(2) Special Purpose</b>								
	<b>FY 2008-09 Total Appropriation (Long Bill plus Special Bills)</b>	<b>\$7,296,471</b>	<b>32.1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,296,471</b>	<b>\$0</b>	<b>\$0</b>
	<b>FY 2009-10 Base Request</b>	<b>\$4,996,145</b>	<b>32.1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,996,145</b>	<b>\$0</b>	<b>\$0</b>



<b>DEPARTMENT OF STATE</b>								
FY 2009-10 RECONCILIATION OF DEPARTMENT REQUEST								
<b>(4) Statewide Disaster Recovery</b>								
	Long Bill Line Item	Total Funds	FTE	General Fund	General Fund Exempt	Cash Funds	Reappropriated Funds	Federal Funds
<b>Personal Services</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$180,376	3.0	\$0	\$0	\$180,376	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$180,376</b>	<b>3.0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$180,376</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Expense</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$247,000		\$0	\$0	\$247,000	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$247,000</b>		<b>\$0</b>	<b>\$0</b>	<b>\$247,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Hardware/Software Maintenance</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$47,000		\$0	\$0	\$47,000	\$0	\$0
	<b>FY 09-10 Base Request</b>	<b>\$47,000</b>		<b>\$0</b>	<b>\$0</b>	<b>\$47,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Leased Space</b>								
	FY 2008-09 Long Bill Appropriation (HB 08-1375)	\$1,749,000		\$0	\$0	\$1,749,000	\$0	\$0
	Contracted Increase in Rent per rent schedule	\$108,348				\$108,348		
	<b>FY 09-10 Base Request</b>	<b>\$1,857,348</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,857,348</b>	<b>\$0</b>	
<b>(2) Special Purpose</b>								
	<b>FY 2008-09 Total Appropriation (Long Bill plus Special Bills)</b>	<b>\$2,223,376</b>	<b>3.0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,223,376</b>	<b>\$0</b>	<b>\$0</b>
	<b>FY 2009-10 Base Request</b>	<b>\$2,331,724</b>	<b>3.0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,331,724</b>	<b>\$0</b>	<b>\$0</b>

Colorado Department of State

FY 2009-10 Budget Cycle

Schedule 2

		FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10	
		Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE
<b>LB Group 1 - Administration</b>											
Total Expenditures / Appropriation / Request											
	Total Funds	\$8,245,046	83.5	\$7,592,072	75.3	\$9,302,736	90.5	\$9,302,736	90.5	\$9,769,081	90.5
	General Fund	\$0		\$0		\$0		\$0		\$0	
	General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
	Cash Funds	\$8,245,046	83.5	\$7,592,072	75.3	\$9,302,736	90.5	\$9,302,736	90.5	\$9,769,081	90.5
	Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0	0.0	\$0	0.0	\$0	0.0
	Federal Funds	\$0		\$0		\$0		\$0		\$0	
<b>LB Group 2 - Special Purpose</b>											
Total Expenditures / Appropriation / Request											
	Total Funds	\$16,385,021	9.0	\$9,456,429	9.5	\$12,532,130	7.5	\$12,532,130	10.0	\$4,096,118	10.0
	Cash Funds	\$1,819,510	0.0	\$50,914		\$10,836,786		\$10,836,786	10.0	\$4,096,118	10.0
	Cash Funds Exempt / Reappropriated Funds	\$14,565,511	9.0	\$9,305,515	9.5	\$0	7.5	\$0	0.0	\$0	
	Federal Funds	\$0		\$100,000		\$1,695,344		\$1,695,344		\$0	
<b>LB Group 3 - Information Technology Services</b>											
<b>LB Sub-Group A - Information Technology Division</b>											
Total Expenditures / Appropriation / Request											
	Total Funds	\$7,181,462	32.0	\$4,197,135	24.2	\$7,296,471	32.1	\$7,296,471	32.1	\$4,996,145	32.1
	Cash Funds	\$7,181,462	32.0	\$4,197,135	24.2	\$7,296,471	32.1	\$7,296,471	32.1	\$4,996,145	32.1
	Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0	
	Federal Funds	\$0		\$0		\$0		\$0		\$0	
<b>LB Sub-Group B - Statewide Disaster Recovery Cntr</b>											
Total Expenditures / Appropriation / Request											
	Total Funds	\$0	0.0	\$1,996,823	2.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
	Cash Funds	\$0	0.0	\$1,996,823	2.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
	Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0	
	Federal Funds	\$0		\$0		\$0		\$0		\$0	

Colorado Department of State											
FY 2009-10 Budget Cycle											
Schedule 2											
		FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10	
		Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE
<b>Department Total</b>											
Total Expenditures / Appropriation / Request											
	<b>Total Funds</b>	\$31,811,529	124.5	\$23,242,459	111.0	\$31,354,713	133.1	\$31,354,713	135.6	\$21,193,068	135.6
	<b>General Fund</b>	\$0		\$0		\$0		\$0		\$0	
	<b>General Fund Exempt</b>	\$0		\$0		\$0		\$0		\$0	
	<b>Cash Funds</b>	\$17,246,018	115.5	\$13,836,944	101.5	\$29,659,369	125.6	\$29,659,369	135.6	\$21,193,068	135.6
	<b>Cash Funds Exempt / Reappropriated Funds</b>	\$14,565,511	9.0	\$9,305,515	9.5	\$0	7.5	\$0	0.0	\$0	0.0
	<b>Federal Funds</b>	\$0		\$100,000		\$1,695,344		\$1,695,344		\$0	

Colorado Department of State				
FY 2009-10 Budget Cycle				
FY 2007-08 Object Code Detail				
(1) Administration; Personal Services				
Position Code	Position Type	FTE	Expenditures	
B1A2XX	ACCOUNTANT II	0.5	\$32,862	
B1A3XX	ACCOUNTANT III	0.5	\$38,099	
B1C1XX	ACCOUNTING TECHNICIAN I	1.3	\$52,486	
B1C2XX	ACCOUNTING TECHNICIAN II	0.7	\$31,549	
G3A3XX	ADMIN. ASSISTANT II	3.3	\$118,178	
G3A4XX	ADMIN. ASSISTANT III	6.0	\$220,242	
H3U3XX	ARTS PROFESSIONAL I	0.6	\$28,000	
B2F3XX	BUDGET & POLICY ANALYST III	0.8	\$66,964	
H6K2TX	COMPLIANCE INVESTIGATOR I	4.3	\$247,977	
H6K3XX	COMPLIANCE INVESTIGATOR II	1.0	\$72,248	
B1D2XX	CONTROLLER II	1.0	\$96,982	
H6G1IX	GENERAL PROFESSIONAL I	1.0	\$44,925	
H6G2TX	GENERAL PROFESSIONAL II	3.9	\$192,762	
H6G3XX	GENERAL PROFESSIONAL III	7.2	\$413,745	
H6G4XX	GENERAL PROFESSIONAL IV	4.3	\$293,352	
H6G5XX	GENERAL PROFESSIONAL V	3.4	\$249,143	
H6G6XX	GENERAL PROFESSIONAL VI	3.0	\$300,305	
H6G7XX	GENERAL PROFESSIONAL VII	1.0	\$111,758	
H6G8XX	MANAGEMENT	1.0	\$111,622	
G3A5XX	OFFICE MANAGER I	0.4	\$18,975	
H4R1XX	PROGRAM ASSISTANT I	5.5	\$229,605	
H4R2XX	PROGRAM ASSISTANT II	1.5	\$70,706	
H4S2IX	STATE SVCS PROF TRAINEE II	0.8	\$31,239	
G3J4IX	STATE SVCS TRAINEE IV	6.1	\$184,688	
H4M1IX	TECHNICIAN I	2.8	\$91,593	
H4M2TX	TECHNICIAN II	1.9	\$62,941	
H4M3XX	TECHNICIAN III	3.2	\$126,586	
H4M4XX	TECHNICIAN IV	4.8	\$211,747	
H4M5XX	TECHNICIAN V	1.5	\$77,480	
	SECRETARY OF STATE	1.0	\$68,496	
	DEPUTY SECRETARY OF STATE	1.0	\$123,750	
<b>Total Full and Part-time Employee Expenditures</b>		<b>75.3</b>	<b>\$4,021,002</b>	
PERA Contributions			\$439,099	
Medicare			\$55,039	
State Temporary Employees			\$1,788	
Sick and Annual Leave Payouts			\$4,847	
Contract Services (due to vacancy savings)			\$120,606	
Unemployment Insurance			\$11,047	
Other Expenditures (specify as necessary)			\$34,622	
<b>Total Temporary, Contract, and Other Expenditures</b>		<b>0.0</b>	<b>\$667,048</b>	
POTS Expenditures (excluding Salary Survey and Performance-based Pay already included above)			\$463,350	
Roll Forwards			\$0	
<b>Total Expenditures for Line Item</b>		<b>75.3</b>	<b>\$5,151,400</b>	
<b>Total Spending Authority for Line Item</b>		<b>83.0</b>	<b>\$5,327,350</b>	
<b>Amount Under/(Over) Expended</b>		<b>7.7</b>	<b>\$175,825</b>	
<i>Explanation of Reversion / Overexpenditure: Under utilized FTE due to turnover of various positions throughout Administration.</i>				
Approved Adjustments to FY 2007-08 Appropriation		FTE	Total Funds	
Removal of all POTS transfers and Roll-forwards			\$244,088	
Salary Survey Allocation (100%)			\$0	
Performance-based Pay Allocation (80%)			\$0	
Legislation - SB07-083 (Uniform Election Code)		0.0	\$65,344	
Legislation - HB07-1350 (ACP)		0.0	\$70,121	
Decision Item #4 (Voter Equipment Certification)		0.0	\$662,541	
Joint Budget Committee Action for _____		0.0	\$0	
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>0.0</b>	<b>\$1,042,094</b>	
<b>FY 2008-09 Appropriation</b>		<b>90.5</b>	<b>\$6,369,444</b>	

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
(1) Administration; Operating Expenses		
Object Code	Object Code Description	Expenditures
2220	BLDG MAINTENANCE/REPAIR SVCS	\$5,171
2230	EQUIP MAINTENANCE/REPAIR SVCS	\$770
2251	RENTAL/LEASE MOTOR POOL VEH	\$3
2252	RENTAL/MOTOR POOL MILE CHARGE	\$2,981
2255	RENTAL OF BUILDINGS	\$1,591
2510	IN-STATE TRAVEL	\$17,392
2511	IN-STATE COMMON CARRIER FARES	\$25
2512	IN-STATE PERS TRAVEL PER DIEM	\$4,144
2513	IN-STATE PERS VEHICLE REIMBSMT	\$13,627
2515	STATE-OWNED VEHICLE CHARGE	\$14,254
2520	IN-STATE TRAVEL/NON-EMPLOYEE	\$78
2523	IS/NON-EMPL - PERS VEH REIMB	\$412
2530	OUT-OF-STATE TRAVEL	\$14,563
2531	OS COMMON CARRIER FARES	\$8,705
2532	OS PERSONAL TRAVEL PER DIEM	\$1,431
2533	OS PERS VEHICLE REIMBURSEMENT	\$131
2540	OUT-OF-STATE TRAVEL/NON-EMPL	\$2,036
2541	OS/NON-EMPL - COMMON CARRIER	\$304
2542	OS/NON-EMPL - PERS PER DIEM	\$145
2611	PUBLIC RELATIONS	\$2,761
2612	OTHER MARKETING EXPENSES	\$800
2630	COMM SVCS FROM DIV OF TELECOM	\$0
2631	COMM SVCS FROM OUTSIDE SOURCES	\$1,485
2680	PRINTING/REPRODUCTION SERVICES	\$146,720
2820	OTHER PURCHASED SERVICES	\$3,561
2830	OFFICE MOVING-PUR SERV	\$1,350
2831	STORAGE-PUR SERV	\$1,820
3110	OTHER SUPPLIES & MATERIALS	\$16,000
3116	NONCAP IT - PURCHASED PC SW	\$29
3120	BOOKS/PERIODICALS/SUBSCRIPTION	\$9,453
3121	OFFICE SUPPLIES	\$24,856
3122	PHOTOGRAPHIC SUPPLIES	\$151
3123	POSTAGE	\$281,848
3132	NONCAP OFFICE FURN/OFFICE SYST	\$17,343
4140	DUES AND MEMBERSHIPS	\$8,168
4150	INTEREST EXPENSE	\$267
4170	MISCELLANEOUS FEES AND FINES	\$118
4180	OFFICIAL FUNCTIONS	\$7,231
4220	REGISTRATION FEES	\$13,831
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$625,556</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$625,556</b>
<b>Appropriation - SB 07-239</b>		<b>\$680,386</b>
<b>Legislation - SB 07-083 - Uniform Election Code</b>		<b>\$5,129</b>
<b>Legislation - HB 07-1350 - ACP</b>		<b>\$15,668</b>
<b>Supplemental</b>		<b>(\$4,709)</b>
<b>Transfers (ACP)</b>		<b>(\$4,900)</b>
<b>Total Spending Authority for Line Item</b>		<b>\$691,574</b>
<b>Amount Under/(Over) Expended</b>		<b>\$66,018</b>
<i>Explanation of Reversion / Overexpenditure: actual expenditures were less than projected.</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Decision Item #4 - Voter Equipment Certification		\$145,920
Legislation - HB06-1086		(\$3,186)
Legislation - SB07-083		(\$3,005)
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$139,729</b>
<b>FY 2008-09 Appropriation</b>		<b>\$825,243</b>

**Colorado Department of State  
Administration**

**FY 2007-08 Object Code Detail  
Schedule 3**

<b>(1) Administration</b>											
	<b>FY 2006-07</b>		<b>FY 2007-08</b>		<b>FY 2008-09</b>		<b>FY 2008-09</b>		<b>FY 2009-10</b>		
	<b>Actuals</b>	<b>FTE</b>	<b>Actuals</b>	<b>FTE</b>	<b>Appropriated</b>	<b>FTE</b>	<b>Estimate</b>	<b>FTE</b>	<b>Request</b>	<b>FTE</b>	
<b>HB 06-1385, SB 07-239, HB 08-1375, Prior Year Appropriation (Long Bill)</b>											
Total Funds	\$6,416,493	84.5	\$8,840,052	81.0	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$6,336,493	83.5	\$8,688,571	80.0	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5	
Cash Funds Exempt / Reappropriated Funds	\$80,000	1.0	\$140,887	1.0	\$0	0.0	\$0	0.0	\$0	0.0	
Federal Funds	\$0		\$10,594		\$0		\$0		\$0		
<b>SB 07-178, HB 08-1300, HB 08-1375 (DPA Supplemental Bill)</b>											
Total Funds	\$1,679,894		(\$879,256)		\$0	0	\$0	0	\$0	0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$1,679,894		(\$879,256)		\$0		\$0		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>SB 06-188, HB 06-1086, SB 06-188, HB 07-1350, SB 07-083, HB 08-1274 (Long Bill Add-ons)</b>											
Total Funds	(\$26,415)	0.0	\$202,124	2.5	\$0	0	\$0	0	\$0	0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	(\$26,415)		\$202,124	2.5	\$0		\$0		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>Total Appropriation</b>											
Total Funds	\$8,069,972	84.5	\$8,162,920	83.5	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$7,989,972	83.5	\$8,011,439	82.5	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5	
Cash Funds Exempt / Reappropriated Funds	\$80,000	1.0	\$140,887	1.0	\$0	0.0	\$0	0.0	\$0		
Federal Funds	\$0		\$10,594		\$0		\$0		\$0		

**Colorado Department of State  
Administration**

**FY 2007-08 Object Code Detail  
Schedule 3**

<b>(1) Administration</b>											
		<b>FY 2006-07</b>		<b>FY 2007-08</b>		<b>FY 2008-09</b>		<b>FY 2008-09</b>		<b>FY 2009-10</b>	
		<b>Actuals</b>	<b>FTE</b>	<b>Actuals</b>	<b>FTE</b>	<b>Appropriated</b>	<b>FTE</b>	<b>Estimate</b>	<b>FTE</b>	<b>Request</b>	<b>FTE</b>
<b>POTS Expenditures / Allocation</b>											
Total Funds		\$614,953		\$0		\$0		\$1,116,842		\$0	
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$574,915		[888774]		\$0		\$1,116,842		\$0	
Cash Funds Exempt / Reappropriated Funds		\$40,038		[4733]		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	
<b>Total Spending Authority / Request</b>											
Total Funds		\$8,684,925	84.5	\$8,162,920	83.5	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$8,564,887	83.5	\$8,011,439	82.5	\$9,476,223	90.5	\$9,476,223	90.5	\$9,769,081	90.5
Cash Funds Exempt / Reappropriated Funds		\$120,038	1.0	\$140,887	1.0	\$0	0.0	\$0	0.0	\$0	0.0
Federal Funds		\$0		\$10,594		\$0		\$0		\$0	
<b>Expenditures</b>											
Total Funds		\$8,245,046	84.5	\$7,666,478	83.5	\$0	0	\$0	0	\$0	0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$8,245,046	84.5	\$7,525,525	82.5	\$0		\$0		\$0	
Cash Funds Exempt / Reappropriated Funds		\$0		\$130,359	1.0	\$0		\$0		\$0	
Federal Funds		\$0		\$10,594		\$0		\$0		\$0	
<b>Under/(Over) Expenditures</b>											
Total Funds		\$439,879	0.0	\$496,442	0.0	\$0	0	\$0	0	\$0	0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$319,841	(1.0)	\$485,914	0.0	\$0		\$0		\$0	
Cash Funds Exempt / Reappropriated Funds		\$120,038		\$10,528	0.0	\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Workers Compensation</b>		
	Object Code	Object Code Description
	2660	INSURANCE, OTHER THAN EMP BENE
		Expenditures
		\$4,862
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$4,862</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$4,862</b>
	<b>Supplemental Bill - HB 08-1300</b>	<b>(\$641)</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$5,503</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$0</b>
	<i>Explanation of Reversion / Overexpenditure</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Common policy change	\$1,339
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$1,339</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$6,201</b>



Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Discretionary Fund</b>		
	Object Code	Object Code Description
	Expenditures	
	1110	SPS REGULAR FT WAGES
		\$2,250
	2680	PRINTING/REPRODUCTION SERVICES
		\$1,947
	2820	OTHER PURCHASED SERVICES
		\$63
	4140	DUES AND MEMBERSHIPS
		\$100
	4180	OFFICIAL FUNCTIONS
		\$390
	4220	REGISTRATION FEES
		\$250
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$5,000</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$5,000</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$5,000</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$0</b>
	<i>Explanation of Reversion / Overexpenditure:</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Removal of one-time funding	\$0
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$0</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$5,000</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Vehicle Lease Payment</b>		
Object Code	Object Code Description	Expenditures
2251	RENTAL/LEASE MOTOR POOL VEH	\$2,714
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$2,714</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$2,714</b>
<b>Supplemental Bill - HB 08-1300</b>		\$227
<b>Total Spending Authority for Line Item</b>		<b>\$2,487</b>
<b>Amount Under/(Over) Expended</b>		<b>\$0</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Removal of one-time funding		\$0
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$0</b>
<b>FY 2008-09 Appropriation</b>		<b>\$2,714</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Computer Room</b>		
Object Code	Object Code Description	Expenditures
2630	COMM SVCS FROM DIV OF TELECOM	\$31,218
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$31,218</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$31,218</b>
<b>Supplemental Bill HB 08-1300</b>		<b>\$30,607</b>
<b>Total Spending Authority for Line Item</b>		<b>\$31,218</b>
<b>Amount Under/(Over) Expended</b>		<b>(\$0)</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Common policy changes		\$13,123
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$13,123</b>
<b>FY 2008-09 Appropriation</b>		<b>\$44,341</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; (A) Indirect Cost Assessment</b>		
	Object Code	Object Code Description
	EZAB	IC EX DOS TO DPA
		Expenditures
		\$165,717
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$165,717</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$165,717</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$165,717</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$0</b>
	<i>Explanation of Reversion / Overexpenditure:</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Common policy changes	\$58,692
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$58,692</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$224,409</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; (A) Legal Services</b>		
	Object Code	Object Code Description
	1930	PURCHASED SERVICE - LITIGATION
	2690	LEGAL SERVICES
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$341,431</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$341,431</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$224,950</b>
	<b>Supplemental Bill - HB 1375</b>	<b>\$309,586</b>
	<b>Legislation - SB07-083 Voter Equipment Certification</b>	<b>\$11,859</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$204,963</b>
	<i>Explanation of Reversion / Overexpenditure: Expenditures came in less than originally projected. This line fluctuates every fiscal year as the department is unable to adequately project cases brought against the department.</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Legislation - SB 07-083 - Uniform Election Code	(\$11,859)
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>(\$11,859)</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$534,536</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; (A) Administrative Law Judge</b>		
Object Code	Object Code Description	Expenditures
1920	PERSONAL SVCS - PROFESSIONAL	\$82,438
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$82,438</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$82,438</b>
<b>Total Spending Authority for Line Item</b>		<b>\$143,601</b>
<b>Supplement Bill HB 08-1300</b>		<b>(\$61,163)</b>
<b>Amount Under/(Over) Expended</b>		<b>\$0</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Common policy changes		\$25,254
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$25,254</b>
<b>FY 2008-09 Appropriation</b>		<b>\$86,417</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Leased Space</b>		
Object Code	Object Code Description	Expenditures
2255	RENTAL OF BUILDINGS	\$597,230
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$597,230</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$597,230</b>
<b>Legislation - HB 07-1350 ACP</b>		<b>\$24,000</b>
<b>Supplemental ACP reduction</b>		<b>(\$18,280)</b>
<b>Total Spending Authority for Line Item</b>		<b>\$627,189</b>
<b>Amount Under/(Over) Expended</b>		<b>\$29,959</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Legislation HB 07-1350 ACP		(\$5,720)
Annualization of _____		\$0
Decision Item # 4 - Voter Equipment Certification		\$88,200
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$82,480</b>
<b>FY 2008-09 Appropriation</b>		<b>\$709,669</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; MNT</b>		
Object Code	Object Code Description	Expenditures
2632	MNT PAYMENTS TO DPA	\$550,747
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$550,747</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$550,747</b>
<b>Total Spending Authority for Line Item</b>		<b>\$1,735,990</b>
<b>Supplemental HB 08-1300</b>		<b>(\$1,185,243)</b>
<b>Amount Under/(Over) Expended</b>		<b>\$0</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Common Policy Adjustments		\$18,862
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$18,862</b>
<b>FY 2008-09 Appropriation</b>		<b>\$569,609</b>



Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(2) Special Purpose; Initiative &amp; Referendum</b>		
Object Code	Object Code Description	Expenditures
1910	PERSONAL SVCS - TEMPORARY SVCS	\$50,000
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$50,000</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$50,000</b>
<b>Total Spending Authority for Line Item</b>		<b>\$50,000</b>
<b>Amount Under/(Over) Expended</b>		<b>\$0</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
General election year funding		\$150,000
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$150,000</b>
<b>FY 2008-09 Appropriation</b>		<b>\$200,000</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(2) Special Purpose; Local Election Reimbursement</b>		
Object Code	Object Code Description	Expenditures
5520	DISTRIBUTIONS-COUNTIES	\$914
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$914</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$914</b>
<b>Total Spending Authority for Line Item</b>		<b>\$1,729,923</b>
<b>Amount Under/(Over) Expended</b>		<b>\$1,729,009</b>
<i>Explanation of Reversion / Overexpenditure: Odd year election.</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Removal of one-time funding		\$0
Special Bill: HB08-1401		\$450,000
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$450,000</b>
<b>FY 2008-09 Appropriation</b>		<b>\$2,179,923</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Object Code Detail		
<b>(1) Administration; Risk Management</b>		
Object Code	Object Code Description	Expenditures
2660	INSURANCE, OTHER THAN EMP BENE	\$17,674
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$17,674</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$17,674</b>
<b>Supplemental - HB 08-1300</b>		<b>(\$17,069)</b>
<b>Total Spending Authority for Line Item</b>		<b>\$17,674</b>
<b>Amount Under/(Over) Expended</b>		<b>\$0</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Common Policy Changes		\$5,629
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$5,629</b>
<b>FY 2008-09 Appropriation</b>		<b>\$23,303</b>

Colorado Department of State				
FY 2009-10 Budget Cycle				
FY 2007-08 Position and Object Code Detail				
(3) Information Technology Services; (A) Information Technology; Personal Services				
Position Code	Position Type	FTE	Expenditures	
G2A2TX	Computer Operator I	2.00	\$73,446	
H6G4XX	General Professional IV	0.53	\$39,210	
H2I3XX	IT Professional I	0.83	\$44,500	
H2I4XX	IT Professional II	5.12	\$325,024	
H2I5XX	IT Professional III	7.24	\$528,755	
H2I6XX	IT Professional IV	2.25	\$190,838	
H2I7XX	IT Professional V	2.00	\$198,072	
H2I8XX	IT Professional VI	1.00	\$109,715	
H2I9XX	IT Professional VII	0.06	\$10,202	
H2I1IX	IT Technician I	2.00	\$89,509	
H2I2TX	IT Technician II	0.25	\$13,530	
H6G8XX	Management	0.94	\$143,639	
		0.00	\$0	
<b>Total Full and Part-time Employee Expenditures</b>		<b>24.2</b>	<b>\$1,766,439</b>	
PERA Contributions		N/A	\$194,599	
Medicare		N/A	\$22,733	
State Temporary Employees		N/A	\$0	
Sick and Annual Leave Payouts		N/A	\$23,989	
Contract Services (due to vacancy savings)		N/A		
Contract Services (budgeted - not due to vacancy savings)		N/A	\$916,265	
Unemployment Insurance		N/A	\$0	
Other Expenditures (allocations of PS to Efor3t & Notary)		N/A	(\$46,756)	
<b>Total Temporary, Contract, and Other Expenditures</b>		<b>0.0</b>	<b>\$1,110,831</b>	
POTS Expenditures (excluding Salary Survey and		N/A	\$0	
Roll Forwards		N/A	\$0	
<b>Total Expenditures for Line Item</b>		<b>24.2</b>	<b>\$2,877,270</b>	
<b>Total Spending Authority for Line Item</b>		<b>30.0</b>	<b>\$2,888,970</b>	
<b>Amount Under/(Over) Expended</b>		<b>5.8</b>	<b>\$11,700</b>	
<i>Explanation of Reversion / Overexpenditure: Due to the difficulties in hiring experienced personnel the department had to utilize the contractors.</i>				
<b>Approved Adjustments to FY 2007-08 Appropriation</b>		<b>FTE</b>	<b>Total Funds</b>	
Base Reduction - 1%			(\$28,840)	
Salary Survey Allocation (100%)			\$0	
Performance-based Pay Allocation (80%)			\$0	
Annualization of _____			\$0	
Legislation - SB 07-259 Campaign Finance			\$1,395,000	
Decision Item # 2 CISA		2.1	\$189,203	
Decision Item # 2 CISA Contractual Services			\$353,060	
Decision Item # 3 Accounting System Replacement			\$380,000	
Joint Budget Committee Action for _____			\$0	
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>2.1</b>	<b>\$2,288,423</b>	
<b>FY 2008-09 Appropriation</b>		<b>32.1</b>	<b>\$5,177,393</b>	

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Position and Object Code Detail		
(3) Information Technology Services; (A) Information Technology; Operating Expenses		
Object Code	Object Code Description	Expenditures
2150	OTHER CLEANING SERVICES	\$1,838
2210	OTHER MAINTENANCE/REPAIR SVCS	\$771
2220	BLDG MAINTENANCE/REPAIR SVCS	\$29,470
2230	EQUIP MAINTENANCE/REPAIR SVCS	\$19,604
2232	IT SOFTWARE MNTE/UPGRADE SVCS	\$0
2510	IN-STATE TRAVEL	\$970
2512	IN-STATE PERS TRAVEL PER DIEM	\$26
2513	IN-STATE PERS VEHICLE REIMBSMT	\$693
2530	OUT-OF-STATE TRAVEL	\$933
2531	OS COMMON CARRIER FARES	\$1,361
2532	OS PERSONAL TRAVEL PER DIEM	\$83
2533	OS PERS VEHICLE REIMBURSEMENT	\$22
2612	OTHER MARKETING EXPENSES	\$750
2630	COMM SVCS FROM DIV OF TELECOM	\$17,188
2631	COMM SVCS FROM OUTSIDE SOURCES	\$117,582
2680	PRINTING/REPRODUCTION SERVICES	\$1,927
2810	FREIGHT	\$28
2820	OTHER PURCHASED SERVICES	\$11,948
2831	STORAGE-PUR SERV	\$1,867
3110	OTHER SUPPLIES & MATERIALS	\$119
3115	DATA PROCESSING SUPPLIES	\$33,152
3116	NONCAP IT - PURCHASED PC SW	\$22,178
3120	BOOKS/PERIODICALS/SUBSCRIPTION	\$4,974
3121	OFFICE SUPPLIES	\$13,978
3123	POSTAGE	\$305
3126	REPAIR & MAINTENANCE SUPPLIES	\$3,178
3128	NONCAPITALIZED EQUIPMENT	\$195
3140	NONCAPITALIZED IT - PC'S	\$2,340
3141	NONCAPITALIZED IT - SERVERS	\$26,958
3142	NONCAPITALIZED IT - NETWORK	\$1,658
3143	NONCAPITALIZED IT - OTHER	\$36,670
3146	NONCAP IT-PURCHASED SERVER SW	\$42,223
3940	ELECTRICITY	\$42,297
4140	DUES AND MEMBERSHIPS	\$1,250
4180	OFFICIAL FUNCTIONS	\$62
4220	REGISTRATION FEES	\$18,477
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$457,076</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$457,076</b>
<b>Total Spending Authority for Line Item</b>		<b>\$593,158</b>
<b>Amount Under/(Over) Expended</b>		<b>\$136,082</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
<i>Expenditures came in less than originally projected</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
SB 07-259 Operating adjustment		(\$2,711)
Hb 06-1086 Operating adjustment		(\$170,600)
Decision Item # 2 CISA		\$207,583
Decision Item # 3 Accounting System Replacement		\$140,000
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$174,272</b>
<b>FY 2008-09 Appropriation</b>		<b>\$767,430</b>

<b>Colorado Department of State</b>		
<b>FY 2009-10 Budget Cycle</b>		
<b>FY 2007-08 Position and Object Code Detail</b>		
(3) Information Technology Services; (A) HW/SW Maintenance		
<b>Object Code</b>	<b>Object Code Description</b>	<b>Expenditures</b>
1920	PERSONAL SVCS - PROFESSIONAL	\$1,687
2230	EQUIP MAINTENANCE/REPAIR SVCS	\$25,785
2231	IT HARDWARE MAINT/REPAIR SVCS	\$20,209
2232	IT SOFTWARE MNTC/UPGRADE SVCS	\$468,746
3140	NONCAPITALIZED IT - PC'S	\$24,036
3146	NONCAP IT-PURCHASED SERVER SW	\$421
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$540,884</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$540,884</b>
<b>Total Spending Authority for Line Item</b>		<b>\$878,230</b>
<b>Amount Under/(Over) Expended</b>		<b>\$337,346</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Removal of one-time funding		\$0
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$0</b>
<b>FY 2008-09 Appropriation</b>		<b>\$878,230</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Position and Object Code Detail		
(3) Information Technology Services; (A) Asset Mgmt		
	<b>Object Code</b>	<b>Object Code Description</b>
	3140	NONCAPITALIZED IT - PC'S
	3141	NONCAPITALIZED IT - SERVERS
	6212	IT SERVERS - DIRECT PURCHASE
	6213	IT PC SW - DIRECT PURCHASE
	6214	IT OTHER - DIRECT PURCHASE
	6215	IT NETWORK - DIRECT PURCHASE
	6216	IT SERVER SW - DIRECT PURCHASE
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$427,009</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$427,009</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$445,418</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$18,409</b>
	<i>Explanation of Reversion / Overexpenditure:</i>	
	<i>Equipment purchases came in less than projected</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Removal of one-time funding	\$0
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$0</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$445,418</b>

Colorado Department of State  
Information Systems Division  
FY 2009-10 Budget Cycle  
Schedule 3

<b>(1) Information Technology Services; (A) Information Technology</b>											
	FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10		
	Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE	
<b>HB 06-1385, SB 07-239, HB 08-1375, Prior Year Appropriation (Long Bill)</b>											
Total Funds	\$6,657,012	31.0	\$4,719,097	29.0	\$7,268,471	32.1	\$7,268,471	32.1	\$4,996,145	32.1	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$6,657,012	31.0	\$4,719,097		\$7,268,471	32.1	\$7,268,471	32.1	\$4,996,145	32.1	
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>HB 06-1086, HB 06-1149, SB 06-188, SB 07-259 Legislator</b>											
Total Funds	\$921,890	0.0	\$86,679	1.0	\$0	0.0	\$0	0.0	\$0	0.0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$921,890		\$86,679	1.0	\$0		\$0		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>HB 08-1109 Charitable Solicitations</b>											
Total Funds	\$0	0.0	\$0	0.0	\$28,000	0.0	\$28,000	0.0	\$0	0.0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$0		\$0		\$28,000		\$28,000		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>Total Appropriation</b>											
<b>Total Funds</b>	<b>\$7,578,902</b>	<b>31.0</b>	<b>\$4,805,776</b>	<b>29.0</b>	<b>\$7,296,471</b>	<b>32.1</b>	<b>\$7,296,471</b>	<b>32.1</b>	<b>\$4,996,145</b>	<b>32.1</b>	
<b>General Fund</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
<b>General Fund Exempt</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
<b>Cash Funds</b>	<b>\$7,578,902</b>		<b>\$4,805,776</b>	<b>29.0</b>	<b>\$7,296,471</b>	<b>32.1</b>	<b>\$7,296,471</b>	<b>32.1</b>	<b>\$4,996,145</b>	<b>32.1</b>	
<b>Cash Funds Exempt / Reappropriated Funds</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
<b>Federal Funds</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
<b>Roll-Forward</b>											
Total Funds	\$0		\$476,878		\$0		\$0		\$0		
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$0		\$476,878		\$0		\$0		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		



Colorado Department of State  
Information Systems Division  
FY 2009-10 Budget Cycle  
Schedule 3

<b>(1) Information Technology Services; (A) Information Technology</b>											
	FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10		
	Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE	
<b>Total Spending Authority / Request</b>											
<b>Total Funds</b>	\$7,578,902	31.0	\$5,282,654	29.0	\$7,296,471	32.1	\$7,296,471	32.1	\$4,996,145	32.1	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
<b>Cash Funds</b>	\$7,578,902	31.0	\$5,282,654	29.0	\$7,296,471	32.1	\$7,296,471	32.1	\$4,996,145	32.1	
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>Expenditures</b>											
Total Funds	\$7,181,462	23.9	\$4,624,144	24.2	\$7,296,471	32.1	\$7,296,471	32.1	\$0	0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
Cash Funds	\$7,181,462	23.9	\$4,624,144	24.2	\$7,296,471		\$7,296,471		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		
<b>Under/(Over) Expenditures</b>											
<b>Total Funds</b>	\$397,440	7.1	\$658,509	4.8	\$0	0.0	\$0	0.0	\$0	0.0	
General Fund	\$0		\$0		\$0		\$0		\$0		
General Fund Exempt	\$0		\$0		\$0		\$0		\$0		
<b>Cash Funds</b>	\$397,440	7.1	\$658,509	4.8	\$0		\$0		\$0		
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0		
Federal Funds	\$0		\$0		\$0		\$0		\$0		

Colorado Department of State				
FY 2009-10 Budget Cycle				
FY 2007-08 Position and Object Code Detail				
(3) Information Technology Services; (B) Statewide Disaster Recovery Center; Personal Svcs				
	Position Code	Position Type	FTE	Expenditures
	H2I6XX	IT Professional IV	1.00	\$79,916
	G3A3XX	Administrative Assistant II	1.00	\$33,518
			0.00	\$0
			0.00	\$0
	<b>Total Full and Part-time Employee Expenditures</b>		<b>2.0</b>	<b>\$113,434</b>
	PERA Contributions			\$12,209
	Medicare			\$1,541
	State Temporary Employees			\$0
	Sick and Annual Leave Payouts			\$0
	Contract Services (due to vacancy savings)			\$0
	Contract Services (budgeted - not due to vacancy savings)			\$0
	Unemployment Insurance			\$0
	Other Expenditures			\$46,756
	<b>Total Temporary, Contract, and Other Expenditures</b>		<b>0.0</b>	<b>\$60,505</b>
	POTS Expenditures (excluding Salary Survey and Performance-based Pay already included above)			\$0
	Roll Forwards			\$0
	<b>Total Expenditures for Line Item</b>		<b>2.0</b>	<b>\$173,939</b>
	<b>Total Spending Authority for Line Item</b>		<b>3.0</b>	<b>\$180,772</b>
	<b>Amount Under/(Over) Expended</b>		<b>1.0</b>	<b>\$6,833</b>
	<i>Explanation of Reversion / Overexpenditure: IT Professional II not hired 1.0 FTE</i>			
	Approved Adjustments to FY 2007-08 Appropriation		FTE	Total Funds
	Removal of all POTS transfers and Roll-forwards		N/A	\$0
	Salary Survey Allocation (100%)		N/A	\$0
	Performance-based Pay Allocation (80%)		N/A	\$0
	Annualization of _____		0.0	\$0
	Decision Item # _____		0.0	\$0
	Joint Budget Committee Action for _____		0.0	(\$396)
	<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>0.0</b>	<b>(\$396)</b>
	<b>FY 2008-09 Appropriation</b>		<b>3.0</b>	<b>\$180,376</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Position and Object Code Detail		
(3) Information Technology Services; (B) Statewide Disaster Recovery Center; Operating Expenses		
Object Code	Object Code Description	Expenditures
2232	IT SOFTWARE MNTE/UPGRADE SVCS	66,672
2255	RENTAL OF BUILDINGS	1,728
2510	IN-STATE TRAVEL	182
2513	IN-STATE PERS VEHICLE REIMBSMT	215
2631	COMM SVCS FROM OUTSIDE SOURCES	411
3115	DATA PROCESSING SUPPLIES	2,774
3121	OFFICE SUPPLIES	938
3146	NONCAP IT-PURCHASED SERVER SW	763
4220	REGISTRATION FEES	200
<b>Total Expenditures Denoted in Object Codes</b>		<b>\$73,882</b>
Transfers		\$0
Roll Forwards		\$0
<b>Total Expenditures for Line Item</b>		<b>\$73,882</b>
<b>Total Spending Authority for Line Item</b>		<b>\$247,000</b>
<b>Amount Under/(Over) Expended</b>		<b>\$173,118</b>
<i>Explanation of Reversion / Overexpenditure:</i>		
Approved Adjustments to FY 2007-08 Appropriation		Total Funds
Removal of one-time funding		\$0
Annualization of _____		\$0
Decision Item # _____		\$0
Joint Budget Committee Action for _____		\$0
<b>Total Change from FY 2007-08 to FY 2008-09</b>		<b>\$0</b>
<b>FY 2008-09 Appropriation</b>		<b>\$247,000</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Position and Object Code Detail		
(3) Information Technology Svcs; (B) Statewide Disaster Recover Cntr; HW/SW Mntc		
	<b>Object Code</b>	<b>Object Code Description</b>
	2232	IT SOFTWARE MNTC/UPGRADE SVCS
		<b>Expenditures</b>
		0
	<b>Total Expenditures Denoted in Object Codes</b>	
		<b>\$0</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	
		<b>\$0</b>
	<b>Total Spending Authority for Line Item</b>	
		<b>\$47,000</b>
	<b>Amount Under/(Over) Expended</b>	
		<b>\$47,000</b>
	<i>Explanation of Reversion / Overexpenditure:</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Removal of one-time funding	\$0
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$0</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$47,000</b>

Colorado Department of State		
FY 2009-10 Budget Cycle		
FY 2007-08 Position and Object Code Detail		
(3) Information Technology Svcs; (B) Statewide Disaster Recovery; Leased Space		
	<b>Object Code</b>	<b>Object Code Description</b>
	2255	RENTAL OF BUILDINGS
		Expenditures
		1,749,000.00
	<b>Total Expenditures Denoted in Object Codes</b>	<b>\$1,749,000</b>
	Transfers	\$0
	Roll Forwards	\$0
	<b>Total Expenditures for Line Item</b>	<b>\$1,749,000</b>
	<b>Total Spending Authority for Line Item</b>	<b>\$1,749,000</b>
	<b>Amount Under/(Over) Expended</b>	<b>\$0</b>
	<i>Explanation of Reversion / Overexpenditure:</i>	
	Approved Adjustments to FY 2007-08 Appropriation	Total Funds
	Removal of one-time funding	\$0
	Annualization of _____	\$0
	Decision Item # _____	\$0
	Joint Budget Committee Action for _____	\$0
	<b>Total Change from FY 2007-08 to FY 2008-09</b>	<b>\$0</b>
	<b>FY 2008-09 Appropriation</b>	<b>\$1,749,000</b>

Colorado Department of State

Statewide Disaster Recovery

FY 2009-10 Budget Cycle

Schedule 3

(3) Information Technology Svcs; (B) Statewide Disaster Recovery											
		FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10	
		Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE
HB 06-1385, SB 07-239, HB 08-1375, Prior Year Appropriation (Long Bill)											
Total Funds		\$0	0.0	\$2,223,772	3.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$0		\$2,223,772		\$2,223,376		\$2,223,376	3.0	\$2,331,724	3.0
Cash Funds Exempt / Reappropriated Funds		\$0		\$0		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	
<b>Total Appropriation</b>											
Total Funds		\$0	0.0	\$2,223,772	3.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$0		\$2,223,772	3.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
Cash Funds Exempt / Reappropriated Funds		\$0		\$0		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	
<b>Total Spending Authority / Request</b>											
Total Funds		\$0	0.0	\$2,223,772	3.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$0		\$2,223,772	3.0	\$2,223,376	3.0	\$2,223,376	3.0	\$2,331,724	3.0
Cash Funds Exempt / Reappropriated Funds		\$0		\$0		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	
<b>Expenditures</b>											
Total Funds		\$0	0.0	\$1,996,823	2.0	\$2,223,376	0.0	\$0	0.0	\$0	0.0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$0		\$1,996,823	2.0	\$2,223,376		\$0		\$0	
Cash Funds Exempt / Reappropriated Funds		\$0		\$0		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	
<b>Under/(Over) Expenditures</b>											
Total Funds		\$0	0.0	\$226,949	1.0	\$0	0.0	\$0	0.0	\$0	0.0
General Fund		\$0		\$0		\$0		\$0		\$0	
General Fund Exempt		\$0		\$0		\$0		\$0		\$0	
Cash Funds		\$0		\$226,949	1.0	\$0		\$0		\$0	
Cash Funds Exempt / Reappropriated Funds		\$0		\$0		\$0		\$0		\$0	
Federal Funds		\$0		\$0		\$0		\$0		\$0	

Colorado Department of State  
Special Purpose  
FY 2009-10 Budget Cycle  
Schedule 3

(1) Special Purpose

	FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10	
	Actuals	FTE	Actuals	FTE	Appropriated	FTE	Estimate	FTE	Request	FTE
<b>Help America Vote Act</b>										
Total Funds	\$14,565,511	9.0	\$9,405,515	9.5	\$10,602,207	7.5	\$10,602,207	10.0	\$2,316,195	10.0
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
Cash Funds					\$8,906,863	7.5	\$8,906,863	10.0	\$2,316,195	10.0
Cash Funds Exempt / Reappropriated Funds	\$14,565,511	9.0	\$9,305,515	9.5			\$0			
Federal Funds	\$0		\$100,000		\$1,695,344		\$1,695,344			
Total Expenditures	\$14,565,511									
<b>Total Appropriation</b>	<b>\$8,750,000</b>		<b>\$3,899,443</b>		<b>\$3,899,443</b>		<b>\$3,899,443</b>			
<b>Additional Federal Funds</b>					<b>\$1,695,344</b>		<b>\$1,695,344</b>			
<b>Continuous Appropriation</b>	<b>\$5,815,511</b>		<b>\$5,506,072</b>		<b>\$5,007,420</b>		<b>\$5,007,420</b>			
<b>Under/(Over) Expenditures</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			

**Local Election Reimbursement**

Total Funds	\$1,681,178		\$914		\$2,179,923		\$2,179,923		\$1,729,923	
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
Cash Funds	\$1,681,178		\$914		\$2,179,923		\$2,179,923		\$1,729,923	
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0	
Federal Funds	\$0		\$0		\$0		\$0		\$0	
<b>Total Expenditures</b>	<b>\$0</b>									
<b>Total Appropriation</b>	<b>\$1,729,923</b>		<b>\$1,729,923</b>		<b>\$2,179,923</b>		<b>\$2,179,923</b>		<b>\$1,729,923</b>	
<b>Under/(Over) Expenditures</b>	<b>\$48,745</b>		<b>\$1,729,009</b>							

**Initiative & Referendum**

Total Funds	\$138,332		\$50,000		\$200,000		\$200,000		\$50,000	
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
Cash Funds	\$138,332		\$50,000		\$200,000		\$200,000		\$50,000	
Cash Funds Exempt / Reappropriated Funds	\$0		\$0		\$0		\$0		\$0	
Federal Funds	\$0		\$0		\$0		\$0		\$0	
<b>Total Expenditures</b>	<b>\$0</b>		<b>\$50,000</b>				<b>\$200,000</b>			
<b>Total Appropriation</b>	<b>\$200,000</b>		<b>\$50,000</b>		<b>\$200,000</b>		<b>\$200,000</b>			
<b>Under/(Over) Expenditures</b>	<b>\$61,668</b>		<b>\$0</b>				<b>\$0</b>			

Colorado Department of State

FY 2009-10 Budget Cycle

Schedule 4

	FY 2006-07		FY 2007-08		FY 2008-09		FY 2008-09		FY 2009-10	
	Actuals		Actuals		Appropriated		Estimate		Request	
<b>LB Group 1 - Administration, Information Technology, Statewide Disaster Recovery</b>										
Total Expenditures / Appropriation / Request										
<b>Total Funds</b>	<b>\$17,801,810</b>	<b>83.5</b>	<b>\$13,786,030</b>	<b>101.5</b>	<b>\$18,794,583</b>	<b>125.6</b>	<b>\$18,902,931</b>	<b>125.6</b>	<b>\$17,096,950</b>	<b>125.6</b>
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
<b>Cash Funds</b>	<b>\$15,426,508</b>		<b>\$13,786,030</b>		<b>\$18,794,583</b>	<b>125.6</b>	<b>\$18,902,931</b>	<b>125.6</b>	<b>\$17,096,950</b>	<b>125.6</b>
24-21.104 C.R.S	\$0		\$0		\$0		\$0		\$0	
12-55-102.5 C.R.S	\$0		\$0		\$0		\$0		\$0	
<b>LB Group 2 - Special Purpose</b>										
Total Expenditures / Appropriation / Request										
<b>Total Funds</b>	<b>\$21,136,002</b>	<b>9.0</b>	<b>\$9,456,429</b>	<b>9.5</b>	<b>\$12,532,130</b>	<b>\$8</b>	<b>\$11,790,708</b>	<b>10.0</b>	<b>\$4,096,118</b>	<b>10.0</b>
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
<b>Cash Funds</b>	<b>\$2,375,302</b>		<b>\$50,914</b>		<b>\$10,836,786</b>	<b>7.5</b>	<b>\$10,095,364</b>	<b>10.0</b>	<b>\$4,096,118</b>	<b>10.0</b>
24-21-104 C.R.S	\$2,375,302		\$0		\$0		\$0		\$0	
	\$0		\$0		\$0		\$0		\$0	
<b>Cash Funds Exempt / Reappropriated Funds</b>	<b>\$18,628,609</b>	<b>9.0</b>	<b>\$9,305,515</b>	<b>9.5</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
1-1-104 C.R.S	\$0		\$0		\$0		\$0		\$0	
<b>Federal Funds</b>	<b>\$132,091</b>		<b>\$100,000</b>		<b>\$1,695,344</b>		<b>\$1,695,344</b>		<b>\$0</b>	
Fund Name and Number	\$0		\$0		\$0		\$0		\$0	
Fund Name and Number	\$0		\$0		\$0		\$0		\$0	
<b>Department Total</b>										
Total Expenditures / Appropriation / Request										
<b>Total Funds</b>	<b>\$36,562,510</b>	<b>124.5</b>	<b>\$23,242,459</b>	<b>111.0</b>	<b>\$31,326,713</b>		<b>\$30,693,639</b>	<b>135.6</b>	<b>\$21,193,068</b>	<b>135.6</b>
General Fund	\$0		\$0		\$0		\$0		\$0	
General Fund Exempt	\$0		\$0		\$0		\$0		\$0	
<b>Cash Funds</b>	<b>\$17,801,810</b>	<b>115.5</b>	<b>\$13,836,944</b>	<b>101.5</b>	<b>\$29,631,369</b>	<b>125.6</b>	<b>\$28,998,295</b>	<b>135.6</b>	<b>\$21,193,068</b>	<b>135.6</b>
Cash Funds Exempt / Reappropriated Funds	\$18,628,609	9.0	\$9,305,515	9.5	\$0		\$0		\$0	
Federal Funds	\$132,091		\$100,000		\$1,695,344		\$1,695,344		\$0	



**COLORADO DEPARTMENT OF STATE**

**SCHEDULE 5 - Index of Line Items to Statutes**

<b>Long Bill Line Item Group</b>	<b>Long Bill Line Item</b>	<b>Brief Long Bill Line Item Description</b>	<b>Statutory Citation</b>
<b>Adminstration</b>	Personal Services	Payment of ongoing salaries for management and other services of the department.	24-50-101 et, seq C.R.S. (2008)
	Health, Life and Dental Insurance	State's contribution to health benefits for employees within the department.	24-50-601 C.R.S. (2008)
	Short Term Disability	State contribution for employee short term illness.	24-50-603 C.R.S. (2008)
	SB 04-257 Amortization Equalization Disbursement	Supplemental payment to PERA	23-21-508 C.R.S. (2008)
	SB 06-235 Supplemental Amortization Equalization Disbursement	Supplemental payment to PERA	24-51-411 C.R.S. (2008)
	Salary Survey & Senior Executive Service	Adjustments to State employee salaries based on the Total Compensation Survey.	24-50-104 C.R.S. (2008)
	Performance-based Pay Awards	Performance-based employee salary increases.	24-50-104 (1) (c) C.R.S. (2008)
	Shift Differential	Hours of employment outside regular office hours of 8 a.m. to 5 p.m.	24-50-104 (1) (a) C.R.S. (2008)
	Workers' Compensation	Payment of insurance to cover employee projected and current losses.	24-10-1510 C.R.S. (2008)
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.	24-21-101 C.R.S. (2008)
	Legal Services for 7,118 hours	Purchase of legal services from the Department of Law.	24-31-101; 24-31-108 (1) C.R.S. (2008)
	Administrative Law Judge Services	Payments for Administrative Law Judge Services.	24-30-1002 C.R.S. (2008)
	Purchase of Services from the Computer Center	Payments for automated data processing services from GGCC.	24-30-1606 C.R.S. (2008)
	Multiuse Network Payments	Payments for DPA's Multiuse Network allocation.	24-30-908 C.R.S. (2008)
	Payments to Risk Management & Property Funds	Insurance coverage for property and liability	24-30-1510 C.R.S. (2008)
	Vehicle Lease Payments	Payments for lease or replacement of state owned and operated vehicles	24-30-1104 (2) (IV) (k) C.R.S. (2008)
	Leased Space	Use and acquisition of space pursuant to a rental agreement.	24-30-1303 C.R.S. (2008)
	Indirect Cost Assessment	Recoveries for state departments supporting the roles of the SOS.	24-82-101 C.R.S. (2008)
	Discretionary Fund	Amounts allowed for elected officials according to statute	24-9-105 C.R.S. (2008)
	Address Confidentiality Program	Establish a substitute address for a victim of domestic violence, sexual offense or stalking.	24-21-202 C.R.S. (2008)
<b>Special Purpose</b>	Help America Vote Act	Establishes a "Statewide Centralized Voter Registration System"	1-1-104(19.5) (a) (V), and (19.5) (a) (VI) C.R.S
	Local Election Reimbursement	Reimbursements to counties for a state ballot issue or state ballot question in a election (even or odd) year.	1.5.505.5 C.R.S. (2008)
	Initiative and Referendum	Funding to review petitions and determines sufficiency of signatures for placement on the ballot.	1-40-101 C.R.S (2008)

Long Bill Line Item Group	Long Bill Line Item	Brief Long Bill Line Item Description	Statutory Citation
<b>Information Technology</b>	Personal Services	Payment of ongoing salaries for management and services.	24-50-101 et, seq C.R.S. (2008)
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.	24-21-101 C.R.S. (2008)
	Hardware/Software Maintenance	Payments for hardware and software maintenance	24-21-101 C.R.S. (2008)
	Asset Management	Payments for computer and systems replacement	24-21-101 C.R.S. (2008)
<b>Statewide Disaster Recovery Center</b>	Personal Services	Payment of ongoing salaries for management and services.	24-50-101 et, seq C.R.S. (2008)
	Operating Expenses	Consumable supplies and materials used for general day-to-day operations.	24-21-101 C.R.S. (2008)
	Hardware/Software Maintenance	Payments for hardware and software maintenance	24-21-101 C.R.S. (2008)
	Leased Space	Use and acquisition of space pursuant to a rental agreement.	24-30-201 C.R.S. & 24-21-101 C.R.S. (2008)

**COLORADO DEPARTMENT OF STATE  
SCHEDULE 6 - Summary of Special Bills**

Bill	Bill Name	Division/Long Bill Group/Long Bill Line Item	FTE	Total Funds	General Fund	Cash Funds	Cash Exempt	Federal Funds
<b>FY06-07</b>								
HB06-1086	Bingo Raffle Electronic report filing system	(3) INFORMATION TECHNOLOGY SERVICES Personal Services Contract Programming Operating Hardware / Software Maintenance Asset Management	0.5	\$28,575 \$194,133 \$2,652 \$0 \$40,197		\$28,575 \$194,133 \$2,652 \$0 \$40,197		
	<b>HB06-1086 Total</b>		<b>0.5</b>	<b>\$265,557</b>	<b>\$0</b>	<b>\$265,557</b>	<b>\$0</b>	<b>\$0</b>
HB06-1149	Lobbyists disclosure requirements	(3) INFORMATION TECHNOLOGY SERVICES Contract Programming		\$36,400		\$36,400		
	<b>HB06-1149 Total</b>		<b>0.0</b>	<b>\$36,400</b>	<b>\$0</b>	<b>\$36,400</b>	<b>\$0</b>	<b>\$0</b>
SB 06-170	Local Election Reimbursement	(2) SPECIAL PURPOSE Local Election Reimbursement		\$814,534		\$814,534		
	<b>SB06-170 Total</b>		<b>0.0</b>	<b>\$814,534</b>	<b>\$0</b>	<b>\$814,534</b>	<b>\$0</b>	<b>\$0</b>
SB06-188	Effective Financing Statements	(1) ADMINISTRATION Personal Services Operating (3) INFORMATION TECHNOLOGY SERVICES Personal Services Contract Programming Operating Hardware / Software Maintenance Asset Management	(1.0)   0.5	(\$26,115) (\$300) \$33,092 \$413,817 \$1,503 \$23,458 \$210,878		(\$26,115) (\$300) \$33,092 \$413,817 \$1,503 \$23,458 \$210,878		
	<b>SB07-210 Total</b>		<b>(0.5)</b>	<b>\$656,333</b>	<b>\$0</b>	<b>\$656,333</b>	<b>\$0</b>	<b>\$0</b>
<b>FY06-07 Department Total</b>			<b>0.5</b>	<b>\$958,290</b>	<b>\$0</b>	<b>\$958,290</b>	<b>\$0</b>	<b>\$0</b>
<b>FY07-08</b>								
HB 06-1086	Bingo Raffle Electronic report filing system	(1) ADMINISTRATION Personal Services (3) INFORMATION TECHNOLOGY SERVICES Personal Services Contract Programming Operating Hardware / Software Maintenance	(0.5)   1.0	(\$13,474) \$0 \$43,500 \$170,600 \$150 \$7,988		(\$13,474)  \$43,500 \$170,600 \$150 \$7,988		
	<b>HB 06-1086 Total</b>		<b>0.5</b>	<b>\$208,764</b>	<b>\$0</b>	<b>\$208,764</b>	<b>\$0</b>	<b>\$0</b>
SB 06-170	Local Election Reimbursement	(2) SPECIAL PURPOSE Local Election Reimbursement		\$814,534		\$814,534		
	<b>SB06-170 Total</b>		<b>0.0</b>	<b>\$814,534</b>	<b>\$0</b>	<b>\$814,534</b>	<b>\$0</b>	<b>\$0</b>
SB06-188	Effective Financing Statements	(1) ADMINISTRATION Personal Services Operating (3) INFORMATION TECHNOLOGY SERVICES Personal Services	(2.0)   1.0	(\$52,229) \$0 \$66,183		(\$52,229)  \$66,183		
	<b>SB06-188 Total</b>		<b>(1.0)</b>	<b>\$13,954</b>	<b>\$0</b>	<b>\$13,954</b>	<b>\$0</b>	<b>\$0</b>

**COLORADO DEPARTMENT OF STATE  
SCHEDULE 6 - Summary of Special Bills**

Bill	Bill Name	Division/Long Bill Group/Long Bill Line Item	FTE	Total Funds	General Fund	Cash Funds	Cash Exempt	Federal Funds
HB07-1350	Address Confidentiality Program	(1) Administration Division						
		Personal Services	1.5	\$70,121		\$70,121		
		Operating		\$15,668		\$15,668		
		Leased Space		\$24,000		\$24,000		
	<b>HB07-1350 Total</b>		<b>1.5</b>	<b>\$109,789</b>	<b>\$0</b>	<b>\$109,789</b>	<b>\$0</b>	<b>\$0</b>
SB 07-083	Uniform Election Code	(1) Administration Division						
		Personal Services	1.0	\$65,344		\$65,344		
		Operating		\$5,129		\$5,129		
		Legal Services		\$11,862		\$11,862		
	<b>SB 07-083 Total</b>		<b>1.0</b>	<b>\$82,335</b>	<b>\$0</b>	<b>\$82,335</b>	<b>\$0</b>	<b>\$0</b>
SB07-259	Campaign Finance Rewrite	(3) Information Technology Services						
		Personal Services	1.0	\$81,844		\$81,844		
		Operating		\$4,835		\$4,835		
	<b>SB07-259 Total</b>		<b>1.0</b>	<b>\$86,679</b>	<b>\$0</b>	<b>\$86,679</b>	<b>\$0</b>	<b>\$0</b>
HB08-1274	Address Confidentiality Program	(1) ADMINISTRATION						
		Personal Services	0.0	\$10,000		\$10,000		
	<b>HB08-1274 Total</b>		<b>0.0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>
<b>FY07-08 Department Total</b>			<b>3.0</b>	<b>\$1,326,055</b>	<b>\$0</b>	<b>\$1,326,055</b>	<b>\$0</b>	<b>\$0</b>
<b>FY08-09</b>								
HB 06-1086	Bingo Raffle Electronic report filing system	(1) ADMINISTRATION						
		Personal Services	(2.0)	(\$48,600)		(\$48,600)		
		Operating				\$3,036		
		(3) INFORMATION TECHNOLOGY SERVICES						
		Personal Services	1.0	\$2,548		\$2,548		
		Hardware / Software Maintenance		\$7,988		\$7,988		
	<b>HB 06-1086 Total</b>		<b>(1.0)</b>	<b>(\$35,028)</b>	<b>\$0</b>	<b>(\$35,028)</b>	<b>\$0</b>	<b>\$0</b>
SB07-259	Campaign Finance Rewrite	(3) Information Technology Services						
		Personal Services	1.0	\$81,844		\$81,844		
		Operating		\$4,835		\$4,835		
	<b>SB07-259 Total</b>		<b>1.0</b>	<b>\$86,679</b>	<b>\$0</b>	<b>\$86,679</b>	<b>\$0</b>	<b>\$0</b>
HB08-1109	Charitable Solicitations increase in authority	(3) INFORMATION TECHNOLOGY SERVICES						
		Personal Services - Contract Programming		\$28,000		\$28,000		
	<b>HB08-1109 Total</b>			<b>\$28,000</b>		<b>\$28,000</b>		
HB 08-1401	Voter Information Cards & Local Election Reimbursement	(2) SPECIAL PURPOSE						
		Local Election Reimbursement		\$450,000		\$450,000		
	<b>HB 08-1401 Total</b>			<b>\$450,000</b>	<b>\$0</b>	<b>\$450,000</b>	<b>\$0</b>	<b>\$0</b>
<b>FY08-09 Department Total</b>			<b>0.0</b>	<b>\$442,972</b>	<b>\$0</b>	<b>\$442,972</b>	<b>\$0</b>	<b>\$0</b>

**COLORADO DEPARTMENT OF STATE**

**SCHEDULE 7 - Summary of Supplemental Bills**

<b>Bill</b>	<b>Bill Name</b>	<b>Division/Long Bill Group/Long Bill Line Item</b>	<b>FTE</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Exempt</b>	<b>Federal Funds</b>	
<b>FY06-07</b>									
<b>SB07-178</b>	<b>Supplemental Appropriation to Department of Personnel and Administration</b>	<b>(1) ADMINISTRATION</b>							
		Workers' Compensation							
		Legal Services							
		Administrative Law Judge Services							
		Purchase Services from Computer Center							
		Multiuse Network Payments							
		Payment to Risk Management and Property Funds							
		Vehicle Lease Payments							
	<b>SB07-178 Total</b>								
<b>FY06-07 Department Total</b>			<b>0.0</b>	<b>\$1,679,894</b>	<b>0</b>	<b>1,679,894</b>	<b>0</b>	<b>0</b>	
<b>FY07-08</b>									
	<b>Address Confidentiality Program</b>	<b>(1) Administration Division</b>							
		Personal Services							
		Operating							
		Leased Space							
	<b>Total</b>		<b>(0.5)</b>	<b>(\$44,789)</b>	<b>\$0</b>	<b>(\$44,789)</b>	<b>\$0</b>	<b>\$0</b>	
<b>HB08-1300</b>	<b>Supplemental Appropriation to Department of Personnel and Administration</b>	<b>(1) ADMINISTRATION</b>							
		Workers' Compensation							
		Administrative Law Judge Services							
		Purchase of Services from Computer Center							
		Multiuse Network Payments							
		Payment to Risk Management and Property Funds							
	Vehicle Lease Payments								
	<b>HB08-1300 Total</b>								
<b>HB08-1375</b>	<b>Supplemental Department of State</b>	<b>(1) ADMINISTRATION</b>							
		Legal Services							
		<b>(2) SPECIAL PURPOSE</b>							
	Federal Elections Assistance Fund								
	<b>HB08-1300 Total</b>								
<b>FY07-08 Department Total</b>			<b>(0.5)</b>	<b>(\$79,256)</b>	<b>-</b>	<b>(\$79,256)</b>	<b>-</b>	<b>0</b>	

**Colorado Department of State**

**FY 2009-10 Budget Cycle**

**SCHEDULE 8 - COMMON POLICY**

<b>Fiscal Year</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Reappropriated Funds</b>	<b>Federal Funds</b>
<b>Long Bill Group #1: Administration</b>						
<b>FY 2006-07</b>						
Common Policy Item: Health, Life, Dental	\$401,793	\$0	\$366,415	\$35,378	\$0	\$0
Common Policy Item: Short Term Disability	\$6,304	\$0	\$5,757	\$547	\$0	\$0
Common Policy Item: Amortiation Equalization Disbursement	\$54,272	\$0	\$50,159	\$4,113	\$0	\$0
Common Policy Item: Supplemental Amortization Equalization Disbursement	\$0	\$0	\$0	\$0	\$0	\$0
Common Policy Item: Supplemental Performance Based Pay	\$0	\$0	\$0	\$0	\$0	\$0
Common Policy Item: Salary Survey and Senior Executive Service	\$152,584	\$0	\$152,584	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$614,953</b>	<b>\$0</b>	<b>\$574,915</b>	<b>\$40,038</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriated</b>	<b>\$470,198</b>		<b>\$470,198</b>	<b>\$40,038</b>		
<b>(Under)/Over Expenditures</b>	<b>\$144,755</b>	<b>\$0</b>	<b>\$104,717</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>FY 2007-08</b>						
Common Policy Item: Health, Life, Dental	\$456,590	\$0	\$452,864	\$3,726	\$0	\$0
Common Policy Item: Short Term Disability	\$7,416	\$0	\$7,328	\$87	\$0	\$0
Common Policy Item: Amortiation Equalization Disbursement	\$67,217	\$0	\$66,468	\$750	\$0	\$0
Common Policy Item: Supplemental Amortization Equalization Disbursement	\$14,098	\$0	\$13,928	\$170	\$0	\$0
Common Policy Item: Supplemental Performance Based Pay	\$98,697	\$0	\$98,697	\$0	\$0	\$0
Common Policy Item: Salary Survey and Senior Executive Service	\$249,489	\$0	\$249,489	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$893,507</b>	<b>\$0</b>	<b>\$888,774</b>	<b>\$4,733</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriated</b>	<b>\$908,449</b>		<b>\$903,716</b>	<b>\$4,733</b>		
<b>(Under)/Over Expenditures</b>	<b>(\$14,942)</b>	<b>\$0</b>	<b>(\$14,942)</b>	<b>(\$0)</b>	<b>\$0</b>	<b>\$0</b>

**Colorado Department of State**

**FY 2009-10 Budget Cycle**

**SCHEDULE 8 - COMMON POLICY**

<b>Fiscal Year</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Reappropriated Funds</b>	<b>Federal Funds</b>
<b>FY 2008-09 (estimate)</b>						
Common Policy Item: Health, Life, Dental	\$569,953	\$0	\$569,953	\$0	\$0	\$0
Common Policy Item: Short Term Disability	\$9,538	\$0	\$9,538	\$0	\$0	\$0
Common Policy Item: Amortiation Equalization Disbursement	\$117,525	\$0	\$117,525	\$0	\$0	\$0
Common Policy Item: Supplemental Amortization Equalization Disbursement	\$55,090	\$0	\$55,090	\$0	\$0	\$0
Common Policy Item: Supplemental Performance Based Pay	\$97,828	\$0	\$97,828	\$0	\$0	\$0
Common Policy Item: Salary Survey and Senior Executive Service	\$266,908	\$0	\$266,908	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$1,116,842</b>	<b>\$0</b>	<b>\$1,116,842</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriated</b>	<b>\$1,116,842</b>		<b>\$1,116,842</b>			
<b>(Under)/Over Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>FY 2009-10 (if there is a change from the base request)</b>						
Common Policy Item: Health, Life, Dental	\$676,089	\$0	\$676,089	\$0	\$0	\$0
Common Policy Item: Short Term Disability	\$9,489	\$0	\$9,489	\$0	\$0	\$0
Common Policy Item: Amortiation Equalization Disbursement	\$146,561	\$0	\$146,561	\$0	\$0	\$0
Common Policy Item: Supplemental Amortization Equalization Disbursement	\$91,600	\$0	\$91,600	\$0	\$0	\$0
Common Policy Item: Supplemental Performance Based Pay	\$0	\$0	\$0	\$0	\$0	\$0
Common Policy Item: Salary Survey and Senior Executive Service	\$167,077	\$0	\$167,077	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$1,090,816</b>	<b>\$0</b>	<b>\$1,090,816</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriated</b>	<b>\$0</b>		<b>\$0</b>			
<b>(Under)/Over Expenditures</b>	<b>\$1,090,816</b>	<b>\$0</b>	<b>\$1,090,816</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Schedule 9A: Cash Funds Reports

Department of State

FY 2009-10 Budget Request

Fund 200 - "Department of State"

24-21-104, C.R.S. (2008)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
<b>Cash in Beginning Fund Balance <sup>1</sup></b>	<b>\$5,406,319</b>	<b>\$3,273,840</b>	<b>\$4,504,714</b>	<b>\$1,930,047</b>	<b>\$175,337</b>
Actual / anticipated accounts receivable collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated fees collections	\$12,561,126	\$14,903,899	\$17,810,455	\$17,828,695	\$0
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash <sup>2</sup>	\$0	\$0	\$0	\$0	\$0
<b>Actual / Anticipated Cash Inflow During Fiscal Year</b>	<b>\$12,561,126</b>	<b>\$14,903,899</b>	<b>\$17,810,455</b>	<b>\$17,828,695</b>	<b>\$0</b>
Actual / appropriated / projected cash expenditures	\$14,696,606	\$13,673,025	\$20,385,122	\$19,583,405	\$0
Actual / anticipated cash used to pay short-term liabilities	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash <sup>3</sup>	\$0	\$0	\$0	\$0	\$0
<b>Actual / Appropriated Cash Outflow During Fiscal Year</b>	<b>\$14,696,606</b>	<b>\$13,673,025</b>	<b>\$20,385,122</b>	<b>\$19,583,405</b>	<b>\$0</b>
<b>Available Liquid Fund Balance Prior to New Requests</b>	<b>\$3,273,840</b>	<b>\$4,504,714</b>	<b>\$1,930,047</b>	<b>\$175,337</b>	<b>\$175,337</b>
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
<b>Change Requests Using Liquid Assets</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>
<b>Actual / Anticipated Liquid Fund Balance</b>	<b>\$3,273,840</b>	<b>\$4,504,714</b>	<b>\$1,930,047</b>	<b>\$175,337</b>	<b>\$175,337</b>
<i>1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities</i>					
<i>2 - Includes sales of capital assets, sales of investments, collections of loans, etc.</i>					
<i>3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.</i>					
Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
1. Fee Name					
2. Fee Name					
3. Fee Name					



Schedule 9A: Cash Funds Reports

Department of State

FY 2009-10 Budget Request

Fund 200 - "Department of State"

24-21-104, C.R.S. (2008)

Cash Fund Reserve Balance <sup>1</sup>	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$3,273,840	\$4,504,714	\$1,930,047	\$200,000	\$0
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$2,389,438	\$2,256,049	\$3,363,545	\$3,231,262	\$0
<b>Excess Uncommitted Fee Reserve Balance</b>	<b>\$884,402</b>	<b>\$2,248,665</b>	<b>(\$1,433,498)</b>	<b>(\$3,031,262)</b>	<b>\$0</b>
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change <sup>2</sup> <input type="checkbox"/> Planned Fee Reduction <sup>2</sup> <input type="checkbox"/> Planned One-time Expenditure(s) <sup>1</sup> <input type="checkbox"/> Planned Ongoing Expenditure(s) <sup>2</sup> <input type="checkbox"/> Waiver <sup>3</sup>				
1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2007)					
2. If plan is needed to meet compliance deadline, attach Form 9.B.					
3. If pursuing a waiver, attach Form 9.C.					

Cash Fund Narrative Information

Purpose/Background of Fund	The Secretary of State determines & charges fee amounts for filing each body corporate and politic document, for filing each facsimile signature, each official certificate, administering each oath, and for all transcripts or copies of papers and records. (24-21-104(1)(a), C.R.S)
Fee Sources	Business Entity filings, Bingo/Raffle Fees and Fines, Charitable Solicitations, Campaign Finance Reporting.
Non-Fee Sources	
Long Bill Groups Supported by Fund	Adminsitration, Special Purpose, Information Technology Services and Disaster Recovery.
Non-appropriated Fund Obligations	
Statutory or Other Restriction on Use of Fund	24-21-104 C.R.S
Revenue Drivers	Number of filings, both paper and electronic
Expenditure Drivers	New Legislation, Personal Services, Operating, Legal Services, Leased Space and Local Election Reimbursement.
Explanation of any Long-term Liability Funding Requirements	

Schedule 9A: Cash Funds Reports

Department of State

FY 2009-10 Budget Request

Fund 200 - "Department of State"

24-21-104, C.R.S. (2008)

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
<b>Division Name - Administration, Special Purpose, Information Technology and Disaster Recovery</b>					
Personal Services	\$8,329,558	\$7,809,090	\$11,124,891	\$10,660,308	\$0
Workers Compensation	\$4,303	\$3,988	\$5,751	\$6,210	\$0
Operating	\$1,899,366	\$1,133,723	\$1,758,941	\$1,852,356	\$0
Legal Services	\$264,718	\$340,188	\$525,577	\$534,536	\$0
Admin Law Judge	\$130,801	\$78,367	\$80,141	\$88,409	\$0
GGCC	\$0	\$29,677	\$41,121	\$44,341	\$0
MNT	\$472,538	\$523,477	\$528,241	\$569,609	\$0
Risk Management	\$32,992	\$15,892	\$21,611	\$23,303	\$0
Vehicle Lease Payments	\$2,367	\$2,580	\$2,517	\$2,714	\$0
Leased Space	\$361,603	\$2,279,665	\$2,376,974	\$2,497,096	\$0
Indirect Cost Recovery	\$110,249	\$110,913	\$193,486	\$224,409	\$0
Discretionary Fund	\$4,643	\$4,753	\$4,637	\$5,000	\$0
Hardware Software Maintenance	\$776,136	\$540,884	\$905,493	\$925,230	\$0
Asset Management	\$409,439	\$427,009	\$435,818	\$445,418	\$0
Initiative & Referendum	\$138,332	\$50,000	\$200,000	\$50,000	\$0
Local Election Reimbursement	\$1,681,178	\$914	\$2,179,923	\$1,729,923	\$0
Rollforward monies - EFS & Liens SB 07-180		\$321,905			\$0
Division Subtotal	\$14,618,223	\$13,673,025	\$20,385,122	\$19,658,862	\$0
<b>TOTAL</b>	<b>\$14,618,223</b>	<b>\$13,673,025</b>	<b>\$20,385,122</b>	<b>\$19,658,862</b>	<b>\$0</b>

Schedule 9B: Cash Funds Reports									
Department of State									
FY 2009-10 Budget Request									
Fund 200 - "Department of State"									
24-21-104, C.R.S. (2008)									
<b>Schedule 9.B Compliance Plan</b>									
Action									
Plan Description					The Secretary of State is requesting a waiver in accordance with SB 98-194. Department plans on reviewing the Business filings fees to ensure that the fee increases that were effective January 1, 2008 were inline with expenditures. If the fees calculate a higher revenue based on current business filings then the department will take action to reduce those fees.				
Assumptions and Calculations					See Attached Schedule 9 A				

Schedule 9C: Cash Funds Reports							
Department of State							
FY 2009-10 Budget Request							
Fund 200 - "Department of State"							
24-21-104, C.R.S. (2008)							
Programs Supported by Fund							
Program #1 Admsintration,				Program #3 Elections, Licensing			
Program #2 Business				Program #4 Information Technology and Disaster Recovery			
FY 2008-09 Appropriated Amounts							
Division/Long Bill Line Items Supported by the Cash Fund	Total	FTE	CF for the Fund in this Schedule	Other CF	RF for the Fund in this Schedule	Other RF	FF
	\$0						
See Schedule 9A	\$0						
	\$0						
Total of all Lines	\$20,385,122	125.6	\$0	\$0	\$0	\$0	\$0
Cash Fund Reserve Information in Current Year							
Amount of Excess Reserve as of 7/1/2008				\$2,248,665			
Deadline for Compliance				6/30/2009			
Cash Fund Reserve Information on Date of Compliance							
Estimated Cash Fund Target Reserve on Compliance Date				\$2,248,665			
Estimated Amount of Excess Reserve on the Compliance Date				\$1,930,047			
Cash Fund Reserve Information at End of Waiver Period							
Estimated Amount of Uncommitted Reserve to be Waived				\$2,248,665			
Estimated Cash Fund Reserve at End of Waiver Period <sup>1</sup>							
1. If this amount differs from the target reserve, please explain.							
Waiver							
Justification for Waiver				The Department is developing a better revenue projection model and needs to study business trends for accurate projections.			
Beginning Date				7/1/2009			
Ending Date				7/1/2010			
Plan (Attach Schedule 9.B)							

Schedule 9A: Cash Funds Reports

Department of State

FY 2009-10 Budget Request

Fund 20N - "Department of State"

12-55-102.5, C.R.S. (2008)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
<b>Cash in Beginning Fund Balance <sup>1</sup></b>	<b>\$632,850</b>	<b>\$756,382</b>	<b>\$752,374</b>	<b>\$242,156</b>	<b>\$49,878</b>
Actual / anticipated accounts receiveable collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated fees collections	\$356,856	\$343,171	\$324,168	\$642,109	\$0
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash <sup>2</sup>	\$0	\$0	\$0	\$0	\$0
<b>Actual / Anticipated Cash Inflow During Fiscal Year</b>	<b>\$356,856</b>	<b>\$343,171</b>	<b>\$324,168</b>	<b>\$642,109</b>	<b>\$0</b>
Actual / appropriated / projected cash expenditures	\$233,324	\$347,179	\$834,386	\$834,387	\$0
Actual / anticipated cash used to pay short-term liabilities	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash <sup>3</sup>	\$0	\$0	\$0	\$0	\$0
<b>Actual / Appropriated Cash Outflow During Fiscal Year</b>	<b>\$233,324</b>	<b>\$347,179</b>	<b>\$834,386</b>	<b>\$834,387</b>	<b>\$0</b>
<b>Available Liquid Fund Balance Prior to New Requests</b>	<b>\$756,382</b>	<b>\$752,374</b>	<b>\$242,156</b>	<b>\$49,878</b>	<b>\$49,878</b>
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
<b>Change Requests Using Liquid Assets</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>
<b>Actual / Anticipated Liquid Fund Balance</b>	<b>\$756,382</b>	<b>\$752,374</b>	<b>\$242,156</b>	<b>\$49,878</b>	<b>\$49,878</b>
<i>1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities</i>					
<i>2 - Includes sales of capital assets, sales of investments, collections of loans, etc.</i>					
<i>3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.</i>					
Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
1. Fee Name					
2. Fee Name					
3. Fee Name					

**Schedule 9A: Cash Funds Reports**

Department of State

FY 2009-10 Budget Request

Fund 20N - "Department of State"

12-55-102.5, C.R.S. (2008)

Cash Fund Reserve Balance <sup>1</sup>	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$756,382	\$752,374	\$242,156	\$49,898	\$0
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$38,498	\$57,285	\$137,674	\$137,674	\$0
<b>Excess Uncommitted Fee Reserve Balance</b>	<b>\$884,402</b>	<b>\$695,089</b>	<b>\$104,482</b>	<b>(\$87,776)</b>	<b>\$0</b>
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change <sup>2</sup> <input type="checkbox"/> Planned Fee Reduction <sup>2</sup>				
	<input type="checkbox"/> Planned One-time Expenditure(s) <sup>1</sup> <input type="checkbox"/> Planned Ongoing Expenditure(s) <sup>2</sup> <input type="checkbox"/> Waiver <sup>3</sup>				
1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2007)					
2. If plan is needed to meet compliance deadline, attach Form 9.B.					
3. If pursuing a waiver, attach Form 9.C.					

**Cash Fund Narrative Information**

Purpose/Background of Fund	The "General Assembly shall make annual appropriations from the Notary Administration Cash Fund for expenditures of the Secretary of State incurred in the performance of the Secretary of State's duties under this Article (Article 55, Notaries Public)" (12-55-102.5 (2) C. R.S
Fee Sources	Filing Fees
Non-Fee Sources	None
Long Bill Groups Supported by Fund	Administration and Information Technology
Non-appropriated Fund Obligations	None
Statutory or Other Restriction on Use of Fund	12-55-102.5 C.R.S
Revenue Drivers	Number of filings, both paper and electronic.
Expenditure Drivers	Expenditures are driven by two relatively consistant costs, personal services and operating.

Schedule 9A: Cash Funds Reports

Department of State

FY 2009-10 Budget Request

Fund 20N - "Department of State"

12-55-102.5, C.R.S. (2008)

Explanation of any Long-term Liability Funding Requirements					
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11

Division Name - Administration, Special Purpose, Information Technology and Disaster Recovery					
Personal Services	\$198,657	\$351,075	\$562,401	\$562,401	\$0
Workers Compensation	\$210	\$207	\$450	\$450	\$0
Operating	\$23,976	\$16,764	\$80,732	\$80,732	\$0
Legal Services	\$67	\$1,242	\$8,959	\$8,959	\$0
Admin Law Judge	\$3,476	\$4,071	\$6,276	\$6,276	\$0
GGCC	\$0	\$1,541	\$3,220	\$3,220	\$0
MNT	\$1,561	\$27,270	\$41,368	\$41,368	\$0
Risk Management	\$373	\$825	\$1,692	\$1,692	\$0
Vehicle Lease Payments	\$120	\$134	\$197	\$197	\$0
Leased Space	\$1,522	\$30,690	\$81,695	\$81,695	\$0
Indirect Cost Recovery	\$3,361	\$5,762	\$17,697	\$17,697	\$0
Discretionary Fund		\$247	\$363	\$363	\$0
Hardware Software Maintenance		\$810	\$19,737	\$19,737	\$0
Asset Management		\$0	\$9,600	\$9,600	\$0
Division Subtotal	\$233,323	\$440,638	\$834,387	\$834,387	\$0
<b>TOTAL</b>	<b>\$233,323</b>	<b>\$440,638</b>	<b>\$834,387</b>	<b>\$834,387</b>	<b>\$0</b>

Schedule 9B: Cash Funds Reports									
Department of State									
FY 2009-10 Budget Request									
Fund 20N									
12-55-102.5 C.R.S									
<b>Schedule 9.B Compliance Plan</b>									
Action									
Plan Description					The Secretary of State is requesting a waiver in accordance with SB 98-194. The Electronic Notary initiative was deployed in May of 2008. The Department is examining the transaction done in paper and electronically to revise our revenue projection model.				
Assumptions and Calculations					See Attached Schedule 9 A				



Schedule 9C: Cash Funds Reports							
Department of State							
FY 2009-10 Budget Request							
Fund 20N							
12-55-102.5 C.R.S							
Programs Supported by Fund							
Program #1 Notary Section of Licensing division				Program #3 Statewide Disaster Recovery			
Program #2 Information Technology				Program #4			
FY 2008-09 Appropriated Amounts							
Division/Long Bill Line Items Supported by the Cash Fund	Total	FTE	CF for the Fund in this Schedule	Other CF	RF for the Fund in this Schedule	Other RF	FF
	\$0						
<i>See Schedule 9A</i>	\$0						
	\$0						
<i>Total of all Lines</i>	\$834,387	5.0	\$0	\$0	\$0	\$0	\$0
Cash Fund Reserve Information in Current Year							
Amount of Excess Reserve as of 7/1/2008				\$552,021			
Deadline for Compliance				6/30/2009			
Cash Fund Reserve Information on Date of Compliance							
Estimated Cash Fund Target Reserve on Compliance Date				\$242,156			
Estimated Amount of Excess Reserve on the Compliance Date				\$136,674			
Cash Fund Reserve Information at End of Waiver Period							
Estimated Amount of Uncommitted Reserve to be Waived				\$136,674			
Estimated Cash Fund Reserve at End of Waiver Period <sup>1</sup>							
1. If this amount differs from the target reserve, please explain.							
Waiver							
Justification for Waiver				The Department is developing a better revenue projection model and needs to study electronic filing of Notary applications to possibly create a reduced fee schedule			
Beginning Date				7/1/2009			
Ending Date				7/1/2010			
Plan (Attach Schedule 9.B)							