

Secretary of State Budgets

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Secretary of State

Mission Statement

The mission of the Office of Secretary of State is to fulfill the statutory duties of the Office with competence, courtesy, and efficiency.

Description

The Office of Secretary of State is a constitutional office. The office:

- 1) Files documents related to corporations, for profit corporations, limited liability companies, limited partnerships, limited liability partnerships, cooperative associations, cooperative corporations, nonprofit corporations, professional corporations, professional limited liability companies, uniform commercial code, mechanics liens, transient merchants, travel agencies, trade and service marks, joint exercise of governmental powers agreements and miscellaneous documents. Registers Notaries and investigates complaints against a notary.
- 2) Coordinates and supervises elections throughout Iowa. The Secretary of State is the state commissioner of elections and supervises Iowa's 99 county auditors in the administration of our election laws and administrative rules. Candidates for all statewide offices, federal offices, legislative offices, and certain judicial offices also file their nomination petitions with the Secretary of State.
- 3) Serves as the State Registrar of Voters and maintains the statewide voter registration system.
- 4) Holds critical positions on several state boards and commissions in Iowa. Including the Iowa Executive Council, the Voter Registration Commission, the State Insurance Committee, and the State Records Commission.
- 5) Preserves many original documents including the Constitution of the State of Iowa, the Acts of the General Assembly, and oaths of office.
- 6) Maintains the books and records of the State Land Office.
- 7) Cooperates with the Federal government on the census, including keeping official records.
- 8) Administers the Safe at Home program, an address confidentiality for victims of domestic violence.
- 9) Counter-signs with the Governor all commissions, proclamations, extraditions and land patents.
- 10) Performs miscellaneous duties set out by statute and the Constitution.

Financial Summary

Object Category	FY 2019	FY 2020	FY 2021	FY 2021
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Resources				
State Appropriations	4,685,685	5,840,916	5,140,916	5,180,991
Receipts from Other Entities	335,449	31,000	31,000	31,000
Interest, Dividends, Bonds & Loans	92,241	42,001	42,000	42,000
Fees, Licenses & Permits	2,412,302	2,376,000	2,376,000	2,376,000
Refunds & Reimbursements	399,824	300,001	300,001	300,001
Miscellaneous	155,848	192,693	142,693	142,693
Beginning Balance and Adjustments	5,857,750	7,506,117	2,566,326	5,288,173
Total Resources	13,939,099	16,288,728	10,598,936	13,360,858
Expenditures				
Personal Services	2,593,564	2,916,348	2,916,348	2,956,423
Travel & Subsistence	65,274	103,750	103,750	103,750
Supplies & Materials	347,472	297,241	296,534	296,534
Contractual Services and Transfers	2,635,363	6,586,139	4,938,154	4,938,154
Equipment & Repairs	522,576	280,225	230,225	230,225
Claims & Miscellaneous	135,421	232,300	232,300	232,300
Licenses, Permits, Refunds & Other	8,646	25,100	25,100	25,100
State Aid & Credits	0	364,052	364,052	364,052
Appropriations	120,400	195,400	195,400	195,400
Reversions	4,268	0	0	0
Balance Carry Forward	7,506,116	5,288,173	1,297,073	4,018,920
Total Expenditures	13,939,099	16,288,728	10,598,936	13,360,858
Full Time Equivalents	30	33	34	34

Appropriations from General Fund

Appropriations	FY 2019	FY 2020	FY 2021	FY 2021
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Elections/Voter Reg	2,109,755	2,124,870	2,124,870	2,144,167
Secretary of State-Business Services	1,405,530	1,420,646	1,420,646	1,441,424
Total Secretary of State	3,515,285	3,545,516	3,545,516	3,585,591

Appropriations from Other Funds

Appropriations	FY 2019	FY 2020	FY 2021	FY 2021
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Updating of Voter Registration System	1,050,000	2,100,000	1,400,000	1,400,000
Address Confidentiality Program	120,400	195,400	195,400	195,400
Total Secretary of State	1,170,400	2,295,400	1,595,400	1,595,400

Appropriations Detail

Elections/Voter Reg

General Fund

Appropriation Description

ELECTIONS/VOTER REG - This budget allows the Secretary of State's Office to coordinate and super-

vice, on a limited basis, elections in Iowa and publish a canvas of votes. This also allows the department to maintain and operate the voter registration program; perform statutory interaction with the Office of the Governor; and initiation policies and requirements concerning elections and voter registration.

Elections/Voter Reg Financial Summary

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	381	0	0	0
Appropriation	2,109,755	2,109,755	2,124,870	2,124,870
Salary Adjustment	0	0	0	19,297
OCIO Rate Adjustment	0	15,115	0	0
Refunds & Reimbursements	0	1	1	1
Total Resources	2,110,136	2,124,871	2,124,871	2,144,168
Expenditures				
Personal Services-Salaries	1,222,817	1,304,438	1,304,438	1,323,735
Personal Travel In State	4,489	8,000	8,000	8,000
Personal Travel Out of State	16,878	18,000	18,000	18,000
Office Supplies	23,679	24,000	24,000	24,000
Equipment Maintenance Supplies	17	305	305	305
Professional & Scientific Supplies	18	3,000	3,000	3,000
Other Supplies	746	1,000	1,000	1,000
Printing & Binding	12,687	13,000	13,000	13,000
Postage	12,820	15,000	15,000	15,000
Communications	54,989	54,000	54,000	54,000
Rentals	7,282	7,000	7,000	7,000
Professional & Scientific Services	2,671	5,000	5,000	5,000
Outside Services	113,285	110,000	110,000	110,000
Advertising & Publicity	217,080	210,000	210,000	210,000
Outside Repairs/Service	0	1,000	1,000	1,000
Reimbursement to Other Agencies	59,436	55,000	55,000	55,000
ITS Reimbursements	15,454	15,115	15,115	15,115
IT Outside Services	309,196	253,163	253,163	253,163
Gov Fund Type Transfers - Auditor of State Services	623	750	750	750
Equipment	0	100	100	100
Office Equipment	10,876	1,000	1,000	1,000
Equipment - Non-Inventory	0	1,000	1,000	1,000
IT Equipment	22,459	20,000	20,000	20,000
Other Expense & Obligations	2,526	5,000	5,000	5,000
Reversions	110	0	0	0
Total Expenditures	2,110,136	2,124,871	2,124,871	2,144,168

Secretary of State-Business Services

General Fund

Appropriation Description

Allows the Office of Secretary of State to: 1) statutorily file documents related to corporations, limited liability companies, limited partnerships, limited liability partnerships, cooperative associations, uniform commercial code, mechanics liens, notaries,

transient merchants, travel agencies, trade and service marks, joint exercise of governmental powers agreements and miscellaneous documents; 2) coordinate and supervise elections in Iowa, initiate policies and requirements concerning elections and voter registration, conduct a public canvass of votes, maintain and operate the voter registration system, provide electronic poll book help desk; 3) perform accounting, budgeting, purchasing, data processing and personnel functions for the Office; and 4) perform the statutory and constitutional duties of the Office.

Secretary of State-Business Services Financial Summary

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	0	707	0	0
Appropriation	1,405,530	1,405,530	1,420,646	1,420,646
Salary Adjustment	0	0	0	20,778
OCIO Rate Adjustment	0	15,116	0	0
Gov Fund Type Transfers - Other Agencies	0	1,000	1,000	1,000
Fees, Licenses & Permits	0	1,000	1,000	1,000
Refunds & Reimbursements	339,824	300,000	300,000	300,000
Total Resources	1,745,354	1,723,353	1,722,646	1,743,424
Expenditures				
Personal Services-Salaries	1,017,498	1,152,229	1,152,229	1,173,007
Personal Travel In State	642	2,000	2,000	2,000
Personal Travel Out of State	9,978	15,000	15,000	15,000

Secretary of State-Business Services Financial Summary (Continued)

Object Class	FY 2019	FY 2020	FY 2021	FY 2021
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Office Supplies	26,175	25,000	25,000	25,000
Equipment Maintenance Supplies	0	100	100	100
Professional & Scientific Supplies	316	1,207	500	500
Other Supplies	745	1,000	1,000	1,000
Printing & Binding	388	1,000	1,000	1,000
Postage	78,570	60,501	60,501	60,501
Communications	32,940	33,000	33,000	33,000
Rentals	7,282	8,000	8,000	8,000
Professional & Scientific Services	21	500	500	500
Outside Services	238,420	240,300	240,300	240,300
Advertising & Publicity	7,636	8,000	8,000	8,000
Outside Repairs/Service	0	100	100	100
Reimbursement to Other Agencies	75,892	60,000	60,000	60,000
ITS Reimbursements	48,453	52,116	52,116	52,116
IT Outside Services	3,242	1,000	1,000	1,000
Gov Fund Type Transfers - Other Agencies Services	0	100	100	100
Equipment	0	100	100	100
Office Equipment	5,317	1,000	1,000	1,000
Equipment - Non-Inventory	0	500	500	500
IT Equipment	59,287	500	500	500
Other Expense & Obligations	131,138	60,000	60,000	60,000
Refunds-Other	0	100	100	100
Balance Carry Forward (Approps)	707	0	0	0
Reversions	707	0	0	0
Total Expenditures	1,745,354	1,723,353	1,722,646	1,743,424

Voter Registration License Files Maintenance & Storage

Rebuild Iowa Infrastructure Fund

Appropriation Description

To provide funds to the Secretary of State for voter registration license maintenance & Business services files storage .

Voter Registration License Files Maintenance & Storage Financial Summary

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	154,528	116,222	0	0
Total Resources	154,528	116,222	0	0
Expenditures				
Communications	0	1,000	0	0
IT Outside Services	16	65,222	0	0
IT Equipment	38,290	50,000	0	0
Balance Carry Forward (Approps)	116,222	0	0	0
Total Expenditures	154,528	116,222	0	0

Address Confidentiality Program

Address Confidentiality Program Revolving Fund

Appropriation Description

Appropriates funds to the Secretary of State to administer an Address Confidentiality Program.

Address Confidentiality Program Financial Summary

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Appropriation	120,400	195,400	195,400	195,400
Gov Fund Type Transfers - Other Agencies	32,571	30,000	30,000	30,000
Total Resources	152,971	225,400	225,400	225,400
Expenditures				
Personal Services-Salaries	61,745	109,127	109,127	109,127
Personal Travel In State	647	5,000	5,000	5,000
Personal Travel Out of State	1,160	5,000	5,000	5,000
Office Supplies	2,102	1,000	1,000	1,000
Printing & Binding	3,143	5,000	5,000	5,000
Postage	3,958	10,000	10,000	10,000
Communications	774	4,000	4,000	4,000
Rentals	6,159	6,000	6,000	6,000
Outside Services	19,707	20,873	20,873	20,873
Advertising & Publicity	42,293	50,000	50,000	50,000
Reimbursement to Other Agencies	1,007	1,000	1,000	1,000
ITS Reimbursements	475	1,000	1,000	1,000
IT Outside Services	20	4,075	4,075	4,075
Office Equipment	5,853	1,000	1,000	1,000
Equipment - Non-Inventory	0	25	25	25
IT Equipment	119	2,000	2,000	2,000
Other Expense & Obligations	357	300	300	300
Reversions	3,451	0	0	0
Total Expenditures	152,971	225,400	225,400	225,400

Updating of Voter Registration System

Technology Reinvestment Fund

Appropriation Description

To provide funds to the Secretary of State to update and upgrade old voter registration system and business services data system.

Updating of Voter Registration System Financial Summary

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	0	685,635	0	0
Appropriation	1,050,000	2,100,000	1,400,000	1,400,000
Total Resources	1,050,000	2,785,635	1,400,000	1,400,000
Expenditures				
Outside Services	0	195,000	95,000	95,000
Intra-State Transfers	230,405	0	0	0
IT Outside Services	133,960	2,590,635	1,305,000	1,305,000
Balance Carry Forward (Approps)	685,635	0	0	0
Total Expenditures	1,050,000	2,785,635	1,400,000	1,400,000

Fund Detail

Secretary of State Fund Detail

Funds	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Secretary of State	8,726,111	9,313,247	5,126,019	7,847,866
Address Confidentiality Program Revolving Fund	318,689	340,983	249,376	288,276
Electronic Poll Book & Polling Place Modernization Rev Loan	272,998	272,999	89,412	183,947
Secretary of State Technology Modernization Fund	2,676,427	3,958,839	2,622,433	3,904,845
State Election Fund	5,444,655	4,710,630	2,139,746	3,441,002
Secretary of State Fee Clearing	13,342	29,796	25,052	29,796

Secretary of State Technology Modernization Fund

used by the Secretary of State to fulfill duties of the office.

Fund Description

Monies in the fund are appropriated to the Secretary of State for the purposes of modernizing technology

Secretary of State Technology Modernization Fund Detail

Object Class	FY 2019 Actuals	FY 2020 Current Year Budget Estimate	FY 2021 Total Department Request	FY 2021 Total Governor's Recommended
Resources				
Balance Brought Forward (Funds)	676,427	1,958,839	622,433	1,904,845
Fees, Licenses & Permits	2,000,000	2,000,000	2,000,000	2,000,000
Total Secretary of State Technology Modernization Fund	2,676,427	3,958,839	2,622,433	3,904,845
Expenditures				
Personal Services-Salaries	282,425	201,304	201,304	201,304
Personal Travel In State	1,000	10,000	10,000	10,000
Personal Travel Out of State	0	10,000	10,000	10,000
Office Supplies	0	5,000	5,000	5,000
Facility Maintenance Supplies	806	0	0	0
Professional & Scientific Supplies	0	10,000	10,000	10,000
Printing & Binding	0	5,000	5,000	5,000
Communications	0	10,000	10,000	10,000
Professional & Scientific Services	0	100,000	100,000	100,000
Outside Services	227,791	310,000	310,000	310,000
Advertising & Publicity	0	10,000	10,000	10,000
Reimbursement to Other Agencies	0	50,000	50,000	50,000
ITS Reimbursements	112	50,000	50,000	50,000
Equipment - Non-Inventory	0	5,000	5,000	5,000
Balance Carry Forward (Funds)	1,958,839	1,904,845	568,439	1,850,851
IT Outside Services	40,459	1,127,690	1,127,690	1,127,690
IT Equipment	164,996	150,000	150,000	150,000
Total Secretary of State Technology Modernization Fund	2,676,427	3,958,839	2,622,433	3,904,845