

# **Legislative Appropriations Request**

**Fiscal Year 2018 – 2019**

**The Office of the Secretary of State**



**August 15, 2016**

**Legislative Appropriation Request**

**For Fiscal Years 2018 and 2019**

**Submitted to the  
Governor's Office of Budget, Planning and Policy and  
The Legislative Budget Board**

**By**

**The Office of the Texas Secretary of State**

**August 15, 2016**

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## Administrator's Statement

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#### Administrator's Statement

The Office of the Texas Secretary of State (Agency) is organized in five functional divisions. The Executive Office provides oversight over all Agency programs and activities. The Administrative Services Division is responsible for fiscal operations, human resources, and procurement. The Elections Division administers all election-related activities including voter registration, primary election funding, and the publication of constitutional amendments. The Information Technology Division provides data processing services and technical support for all Agency programs. The Business & Public Filings Division, which includes the Business Entities, Uniform Commercial Code and Government Filings Sections, performs the public filing and public information functions of the Agency and also commissions all notaries public for Texas. The Protocol and Border Division receives and assists international officials and monitors Texas-Mexico border issues. In addition, the division coordinates the initiative to improve living conditions in colonias.

#### Goal A – Information Management

Provide and Process Information Efficiently; Enforce Laws/Rules

#### Business Entities

On January 1, 2010, the Texas Business Organizations Code (Code) became effective and applied to the vast majority of business entity filings made with the Business Entities Section. The Code simplified and standardized filing requirements for documents filed with the Business Entities Section by Texas corporations, professional associations, limited liability companies, limited partnerships, and limited liability partnerships. In FY2015, the Business Entities Section processed approximately 1.5 million business entity transactions and 158,222 certification and copy requests. In addition, approximately 3.4 million public information searches and inquiries were handled through the Agency's online system, SOSDirect. In FY2015, approximately 50 percent of all business organization documents and 93 percent of the business organization copy and certification orders were processed through SOSDirect. Currently, the percentage of business entity formation documents submitted through SOSDirect is approximately 69 percent. The Agency will continue to investigate means and incentives to encourage e-filing.

The Secretary of State is served with lawsuits against out-of-state corporations, i.e., substituted services of process. In a continuing effort to reduce costs, the Secretary of State, in 2012, moved to electronic receipts for certified mail when forwarding service of process. Another cost efficiency implemented in 2012 for service of process was the decision to generate certificates with the state seal printed in black similar to the other certificates issued by the Business Entities Section, foregoing the cost of color printing of the certificates.

#### Government Filings

The Government Filings Section handles all of the documents submitted by and on behalf of governmental units and public officials, including notices filed for publication in the Texas Register, notary public commissions, issuance of apostilles (a form of certification that is recognized by foreign countries under treaty) and certificates to authenticate the authority of state and local officials and notaries, gubernatorial appointments, and other miscellaneous submissions.

The Office of the Secretary of State publishes the Texas Register, the Texas Administrative Code, and Open Meeting Notices through the Internet free of charge. The Agency provides access to the history-versioning database for state agency rules, email notification of agency filings, and the database search engine. Internet customers may choose from a variety of free Internet services:

1. Full text of the Texas Register and the Texas Administrative Code, which is updated daily to provide all rules currently in effect.
2. Weekly email notices that the latest issue of the Texas Register is posted and available on the Internet.
3. Really Simple Syndication (RSS) feed for weekly Texas Register issues.
4. Open Meeting Notices.

A re-write of the Texas Register/Administrative Code database to improve public Internet access to rules and simplify rule submissions for state agencies was completed

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in 2014.

**e-Notary Public Applications**

The e-Notary Public Application program attracts an increasing number of filings. About 82 percent of notaries public now apply for their commissions and renewals electronically with ten bonding companies currently participating in this program. E-Filing improves turn-around time and eliminates manual check processing because payments are also electronic. The Agency reviews the electronic applications in the same manner as paper applications. In addition, the Agency allows a notary to opt to receive the commission and educational materials by email rather than the traditional postage-paid mailer. Currently, more than 87 percent of all commissions are sent to notaries by email saving both postage and printing costs. In July 2014, the Agency made the transition from weekly to daily issuance of notary commissions. This change facilitates workflow, and more importantly, significantly shortens the time it takes for notaries to receive their commissions - especially for those individuals who opt for email delivery. In 2014, the Agency also enhanced its online services by providing notaries with web based tools for purposes of submitting a notary application, requesting a duplicate commission, or submitting a change of address.

**Uniform Commercial Code**

While the primary functions of the Uniform Commercial Code (UCC) Section are the secured transaction documents and information requests under Article 9 of the Uniform Commercial Code, the Reports Unit within the UCC Section is also responsible for annual reports submitted by limited liability partnerships and periodic reports submitted by limited partnerships and nonprofit corporations. In addition, the Registrations Unit of the UCC Section processes a wide variety of other filings, including those registrations submitted by athlete agents, health spas, credit service organizations, automobile clubs, business opportunities, debt collectors, dental service organizations, telephone solicitors, and solicitors on behalf of veterans and public safety organizations.

The UCC Section receives approximately 82 percent of its filings electronically via SOSDirect and XML Web Service. The Office of the Secretary of State started accepting electronic filings in 1996; however, the filing volume was minimal until Revised Article 9 became effective on July 1, 2001. Approximately 99 percent of all inquiries, certificate requests, and copy requests are handled through SOSDirect. Prior to electronic filings, the UCC Section had 51 FTEs dedicated to handling the workload for UCC only. Currently, the UCC Section has a total of 24 budgeted FTEs to handle UCC filings, as well as the wide variety of filings processed by the section.

**Goal B – Administer Election Laws**

**Maintain Uniformity and Integrity of Elections; Oversee Election Process  
Elections**

The Office of the Secretary of State assists local election authorities in carrying out their duties and ensures the uniform application, operation, and interpretation of state election laws. The Agency dedicates a toll-free telephone hotline to advise election authorities. In addition to day-to-day assistance, the Agency conducts regular training opportunities through seminars, regional workshops, Election Day handbooks, online poll worker training, and volunteer deputy registrar training materials.

The Agency conducts numerous voter education programs, such as a voter education program to explain the voter registration process and to educate voters on their voting rights and responsibilities, and a voter-centric website devoted to educating and informing voters regarding all aspects of the voting process at [www.votetexas.gov](http://www.votetexas.gov).

The Agency certifies the general election ballot and the constitutional amendment ballot and prescribes official election forms.

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Elections Improvement

In compliance with the Help America Vote Act (HAVA), the official database of Texas' registered voter information is now administered by the Office of the Secretary of State. Since January 1, 2006, the Agency has verified the Texas driver's license number or last four digits of the social security number of all new voter registration applicants. Currently, 215 counties use the Agency's online voter registration system (Texas Election Administration Management or "TEAM") to administer voter registration. The remaining counties exchange data with the Agency on a daily basis to ensure that the Agency's database is the official list of registered voters.

The Agency developed an online grant program through which we issued reimbursements to counties for the acquisition of electronic HAVA compliant voting systems. The grants have now been closed. Over the life of the grants, the Agency reimbursed approximately \$175 million dollars to counties for acquisition of and training on new election systems and equipment. This grant program was comprised of federal grant funds pursuant to HAVA and state matching funds.

Using federal HAVA dollars, the Agency has developed an online training tool to educate polling place workers. This includes a component that instructs poll workers on how to set up, work, and close down each type of voting system equipment certified for use in this state. Also, using HAVA funds, the Agency has developed and replicated a comprehensive voter education campaign for each federal election cycle. In addition, the Agency certifies new voting systems as those systems pass the federal Election Assistance Commission's certification process.

Finally, as was required under HAVA, the Agency built a statewide voter registration database. This database is the Texas Election Administration Management or "TEAM" system. Approximately three million dollars is necessary to maintain and update TEAM each biennium. The Agency has used federal HAVA funds to pay that expense since 2005; however, the federal funding source is nearing the end of life. If current projections are accurate, general revenue appropriations may be requested to finance TEAM in FY 2018-2019. In addition, the SOS has established a long-term contract with a vendor to operate and maintain the TEAM system thru 2024. The federal law requiring the state to maintain the database will remain in place for the foreseeable future even as the federal funds are being depleted.

Election/Voter Registration Funds

The Agency has budgeted approximately \$13 million for political party costs required to conduct the 2016 primary elections and runoffs. The Agency has budgeted \$185,000 for costs incurred in administering the primary funds. Lastly, \$427,885 has been budgeted for the official voter registration application business reply postcard postage and the related postal permits.

Voter Registration

Voter Registration Funds, also referred to as Chapter 19 Funds, are state appropriated funds issued to voter registrars in Texas to help defray the county's voter registration expenses. Historic legislation, which passed in 1966 during the 59th Texas Legislative Session, established these funds after the poll tax was declared unconstitutional and abolished. Voter registrars obtain these funds by filing, before May 15th of each year, an activity statement for the previous year setting forth the total number of registrations, the total number of registrations canceled, and the total number of registrations updated. The administrative rules adopted by the Secretary of State provide that Chapter 19 Funds may be used to defray the cost of any item or service designed to increase the number of registered voters, maintain and report an accurate list of the number of registered voters, and/or increase the efficiency of the voter registration office. The current appropriation act estimates expenditures of \$5,000,000 for AY 2016 and \$1,000,000 for AY 2017 for this purpose.

Goal C – International Protocol

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Protocol and Border Division

The division has many duties including:

- Monitoring state and federal legislation on border issues.
- Coordinating colonia initiatives within the Agency and with the other agencies and local officials involved in colonia projects in the state to coordinate efforts to address colonia issues.
- Identifying nonprofit self-help groups to help with colonia initiatives.
- Setting goals for each state fiscal year for colonia initiatives in the state, including goals to address easement problems and to ensure that water and wastewater connections are extended from distribution lines to houses located in colonias.
- Coordinating state outreach efforts to nonborder colonias and to political subdivisions capable of providing water and wastewater services to nonborder colonias.
- Considering the advice and recommendations of TDHCA's Colonia Resident Advisory Committee and working with the Committee to improve services delivered to colonia residents.
- Gathering information regarding the platting of each colonia, the infrastructure of each colonia, the availability of health care services, the availability of financial assistance, and any other appropriate topic as requested by the Secretary of State.
- Recommending appropriate programs, grants, and activities to the legislature.
- Establishing and maintaining a classification system to track the progress of state-funded projects in providing water or wastewater services, paved roads, and other assistance to colonias.
- Establishing and maintaining a statewide system for identifying colonias.

The Protocol and Border Division was reorganized in FY 2010 to utilize and capitalize on the existing knowledge base. The colonia initiative was reorganized to place one Ombudsperson in each of seven counties as required. Supervisory control has been placed locally rather than in the central office thereby eliminating inefficiencies, improving communications, and closing a knowledge gap.

Goal D – Indirect Administration

Central Administration

The Executive Division provides centralized management services to all other divisions. The Secretary of State and the Deputy Secretary provide executive administration. Additional functions within central administration are general counsel and public information.

Administrative Services

The Administrative Services Division provides financial, human resource, and procurement services to the Agency. The Financial Management section includes financial, budgetary, and property accounting and reporting, as well as payroll. The Human Resources section assists all divisions with personnel management, recruiting and selection, and employee benefits, as well as recordkeeping and reporting. The Operating Support section procures needed supplies, equipment, and services and coordinates space planning and allocation. In addition, Operating Support manages the Agency's centralized mail services.

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Information Technology

Managing information processing capabilities remains a high priority for the Office of the Secretary of State. Agency databases maintain the official list of registered voters. The Agency merges driver's license data and voter registration data to create the official jury list. In addition, Agency databases preserve and circulate corporate, limited liability, limited partnership, and assumed name filings. The Agency also maintains Uniform Commercial Code filings, notaries public certifications, and other important public records.

The Agency provides direct access to electronic data for thousands of governmental and commercial entities as well as individual Texas citizens with an average of over 150,000 searches conducted via the World Wide Web each month.

Unexpended Balances

The Agency requests continuation of the authorization to carry forward the unexpended balances from FY 2018 into FY 2019 because it is necessary to spread these expenditures over two years for the following strategies: B.1.2. Election/Voter Registration, B.1.3. Constitutional Amendments, and A.2.1.Document Publishing. Additionally continued authority to carry forward unexpended balances is requested in the A.1.1.Document Filing strategy.

New Rider Request

The Agency requests four new riders:

1. A new rider providing for carry forward of unexpended balances from FY 2018 to FY 2019 in A.1.1. Document Filing to avert cash flow shortages in the first half of each year.
2. A new rider providing funding for TEAM Voter Registration System Maintenance. This appropriation would assist agency to complete the maintenance expenses through FY 2019.
3. A new rider providing funding for Military Voting Pilot Project. This appropriation would cover the expense of a pilot program in three selected counties for the 2018 cycle.
4. A new rider providing funding for the costs associated with processing of Public Information Reports filed under Chapter 171 of the Tax Code. This appropriation would help agency to cover increased cost associated with processing of Public Information Reports.

The Agency requests eight exceptional item funding requests:

1. \$200,000 Provide Appropriated Receipts funding for IT Refresh. The purpose of this project is to replace and/or upgrade technology infrastructure used within the agency. Upgrades are necessary due to obsolescence,growth, and changes in our technical environment. This project will provide agency staff with current workstations to fully utilize the automated systems and software that support the agency's mission and function,and to enable users to access and share information efficiently both internally and externally. With the implementation of more sophisticated applications,workstations have expanded beyond simply a personal computer and printer,to include scanners,bar code readers, and various types of printers.
2. \$600,000 Provide Appropriated Receipts funding in Unexpended Balances transfer between Biennia for Document Filing. Appropriated Receipts for operating expenses related to business and legislative filings, entity and trademark registration, notary services, public official commissions, providing copies of public information, and other document filing activities during the 2018-19 biennium.

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3. \$300,000 Provide General Revenue funding for Mobilis for maintenance of BEST system. To assist with maintenance of the BEST system. This will allow SOS to be more proactive in addressing longer term issues/improvements to BEST to extend the life of the system. Our normal mode of operation has been to only address immediate needs. We have chosen not to move forward with replacing BEST system in the near term, so we need to take some steps to ensure we are looking toward the future and addressing future needs. Funding is necessary for some recurring maintenance expenses for BEST system as this will need to continue for the life of the system (beyond FY 18-19) to ensure we have the necessary funds to keep BEST operational during FY 18-19.
4. \$955,000 Provide General Revenue funding for Best Legacy Remediation. Contract resources will assist IT staff in upgrading the commercial off the shelf software associated with the BEST System and other agency technology infrastructure to currently supported versions. If software is not maintained at or near current versions, the software vendors will charge more for support or discontinue support for older versions. Without vendor software support, the security and reliability of the system may be compromised. More current versions of software are also required to consolidate servers. The agency's ability to continue to realize revenue from business and public filings is heavily dependent on maintaining a stable technology infrastructure.
5. \$500,000 Provide General Revenue funding for TEAM Voter Registration System Maintenance. The federal Help America Vote Act of 2002 (HAVA) required each state to develop and maintain an electronic voter registration database. The Congress also appropriated funds for that purpose and granted those to the states. Texas has developed a HAVA compliant electronic voter registration database and continues to maintain it. Both the development and maintenance of this federally required system have been funded by federal funds thus far. Our office has been frugal with the federal money and we have enough funds left to maintain the HAVA voter registration database through most of the next biennium
6. \$400,000 Provide General Revenue funding to staff the Centralized Accounting and Payroll/Personnel System Conversion. The Comptroller's Office selected SOS to convert from the Texas Uniform Statewide Accounting System and the Uniform Statewide Payroll/Personnel System legacy systems to the new Centralized Accounting and Payroll/Personnel System (CAPPS) in the 2018-19 biennium. The CAPPS project will support the Enterprise Resource Planning's mission for all state agencies to achieve transparency in state government operations and funding. Furthermore, CAPPS will replace the current manual, labor intensive budgeting process and provide decision makers seamless access to financial tools necessary to make informed decisions. While the Comptroller's Office will be submitting a consolidated request to fund the conversion and deployment costs for CAPPS, SOS will also need two temporary FTE's and contracted training classes to facilitate a successful deployment of the CAPPS system. SOS is requesting two temporary FTEs and \$200,000 for fiscal year 2018 and two temporary FTEs and \$200,000 for fiscal year 2019.
7. \$250,000 Provide General Revenue funding for Military Voting Pilot Project. The legislature instituted a pilot program for electronic return of voted ballots from military voters in hostile pay zones in the 83rd legislature. It was one county (Bexar) for election year 2014. Texas Election Code 101.004 requires the Secretary to institute a program that provides secure processing of the returned ballots. This could not be accomplished securely and efficiently utilizing Agency resources. Accordingly, a Request for Proposal was issued but resulted in cost quotes that were outside of the range of the Agency's existing budget, which did not include an appropriation for this program.
8. \$120,000 Provide General Revenue funding for increased cost associated with processing of Public Information Reports. Agency is requesting \$60,000 in General Revenue funds in each fiscal year of the 2018-19 biennium to cover the increase in cost associated with processing of Public Information Reports filed under Chapter 171 of the Tax Code. The increase in cost is due to the increase in reports resulting from the enactment of HB 2891, effective January 1, 2016, by the 84th Legislature.

FOUR PERCENT (4%) AND TEN PERCENT (10%) REDUCTION

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To achieve the \$1,775,418 (4%) reduction required in the Policy Letter that limits agencies' baseline requests to 96 percent of their approved 2016-17 biennial General Revenue Funds and General Revenue-Dedicated Funds expenditure, the Office of the Secretary of State took into account areas in which services could best be absorbed by remaining staff and areas in which reduction would not substantially reduce service to the public. Accordingly, the Office of the Secretary of State will reduce Document Filing expense by \$404,481, Document Publishing by \$29,702 Election Administration by \$270,618, Election VR by \$414,013, Constitutional Amendments by \$35,104, Chapter 19 grants to counties by \$178,754, Protocol/ Border Affairs by \$17,698, the Colonias Initiatives by \$26,921 and Indirect Administration by \$398,127. These reductions were accomplished by reducing non salary expenses, therefore, we have not reduced any FTE's and there should not be an impact on the agency's performance or any reduction in service.

To achieve the \$4,261,004(10%) General Revenue Funds and General Revenue-Dedicated reduction, the Office of the Secretary of State have to reduce grant payments made to county voter registrars (\$1,666,457), discontinue grants to County Political parties (\$1,308,354), reduce length of explanatory statements in newspaper for constitutional amendments (\$163,653), reduce program travel (\$139,000) would eliminate six FTE's from Indirect Administration (2 programmers, Accountant, HR specialist, Executive Assistant and Mail clerk) (\$613,347), would eliminate one Ombudsman from Colonias (\$98,126), would eliminate one customer service representative and one program specialist (\$162,067), discontinue Statewide Elections Administration, (\$110,000). The cuts necessary to achieve the 10 percent reduction would significantly impact the Office of the Secretary of State ability to carry out its core functions and would significantly impact the level of service the Secretary of State provides to persons subject to the laws under the Office of the Secretary of State's jurisdiction and the public. In selecting the affected programs, the Office of the Secretary of State took into account its limited operating (non-personnel related) budget and the capital items that are critical to the operation of the agency, and determined achieving the required reduction thresholds would require cutting FTEs.

**Changes in Policy**

There were no significant policy changes, accounting changes nor changes in provisions of service for the Office of the Secretary of State.

**Criminal Background Checks**

Job applicants with criminal records may be eligible for employment if they are otherwise qualified for a position. However, the Agency's priority is a crime-free work environment and a law-abiding workforce. The eligibility of an applicant who has a criminal record may be determined by the following factors:

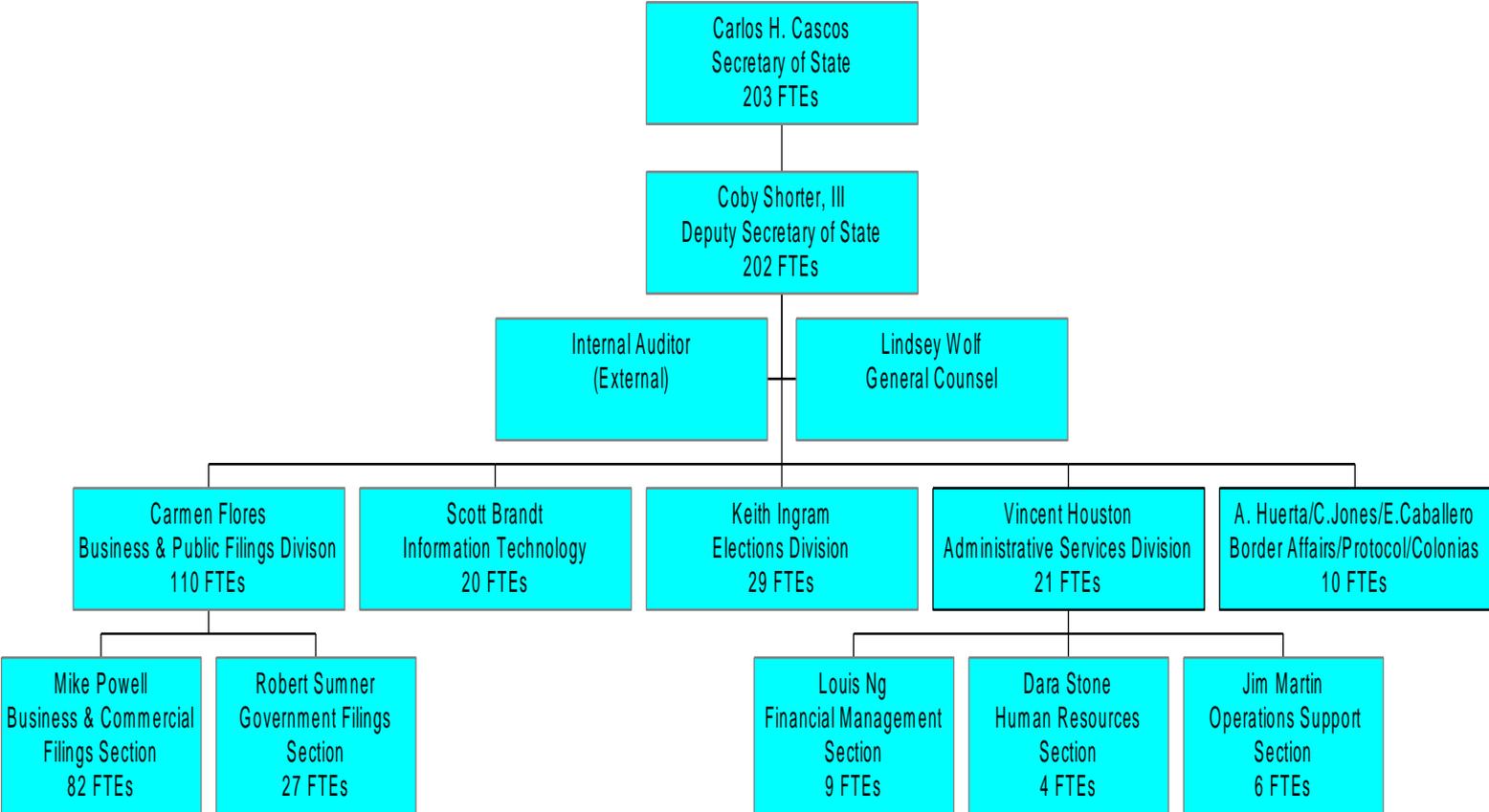
1. the position;
2. the nature of the crime;
3. the time elapsed since the crime was committed and completion of a sentence or other punishment;
4. the applicant's record of behavior while serving a sentence; and (5) any other factors deemed relevant.

Statutory authority for the above Agency policy: Government Code §411.1405.

The Agency randomly conducts background checks on notary public applications to determine eligibility for appointment. A criminal background check also is made if a notary application indicates that the applicant has a criminal record or there is any other indication of possible misconduct regarding the moral character of a notary applicant.

Statutory authority for the above Agency policy: Government Code §406.004 and §411.122.

# Office of the Secretary of State Organizational Chart





## CERTIFICATE

SECRETARY OF STATE

**Agency Name** \_\_\_\_\_

This is to certify that the information contained in the agency Legislative Appropriation Request filed with the Legislative Budget Board (LBB) and the Office of the Governor, Budget Division, is accurate to the best of my knowledge and that the electronic submission to the LBB via the Automated Budget and Evaluation System of Texas (ABEST) and the PDF file submitted via the LBB Document Submission application are identical.

Additionally, should it become likely at any time that unexpended balances will accrue for any account, the LBB and the Governor's office will be notified in writing in accordance with Article IX, Section 7.01 (2016-17 GAA).

**Chief Executive Officer or Presiding Judge**

  
Signature

COBY SHORTER, III

Printed Name

DEPUTY SECRETARY OF STATE

Title

AUGUST 12, 2016

Date

**Chief Financial Officer**

  
Signature

VINCENT HOUSTON

Printed Name

CHIEF FINANCIAL OFFICER

Title

AUGUST 12, 2016

Date

**Budget Overview - Biennial Amounts**  
**85th Regular Session, Agency Submission, Version 1**  
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Appropriation Years: 2018-19

	GENERAL REVENUE FUNDS		GR DEDICATED		FEDERAL FUNDS		OTHER FUNDS		ALL FUNDS		EXCEPTIONAL ITEM FUNDS	
	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2018-19	
<b>Goal: 1. Provide and Process Information Efficiently; Enforce Laws/Rules</b>												
1.1.1. Document Filing	2,824,347	1,954,326					12,500,000	10,950,000	15,324,347	12,904,326	1,975,000	
1.2.1. Document Publishing	786,870	837,840					121,344	110,000	908,214	947,840		
<b>Total, Goal</b>	<b>3,611,217</b>	<b>2,792,166</b>					<b>12,621,344</b>	<b>11,060,000</b>	<b>16,232,561</b>	<b>13,852,166</b>	<b>1,975,000</b>	
<b>Goal: 2. Maintain Uniformity &amp; Integrity of Elections; Oversee Election Process</b>												
2.1.1. Elections Administration	8,128,778	8,003,113					750,000	700,000	8,878,778	8,703,113	750,000	
2.1.2. Primary Funding/Vr Postage	14,507,984	13,448,224							14,507,984	13,448,224		
2.1.3. Constitutional Amendments	1,156,051	1,142,359							1,156,051	1,142,359		
2.1.4. Elections Improvement			75,010	11,280	4,595,580	2,938,287			4,670,590	2,949,567		
2.1.5. Financing Voter Registration	6,083,870	5,777,500							6,083,870	5,777,500		
<b>Total, Goal</b>	<b>29,876,683</b>	<b>28,371,196</b>	<b>75,010</b>	<b>11,280</b>	<b>4,595,580</b>	<b>2,938,287</b>	<b>750,000</b>	<b>700,000</b>	<b>35,297,273</b>	<b>32,020,763</b>	<b>750,000</b>	
<b>Goal: 3. International Protocol</b>												
3.1.1. Protocol/Border Affairs	545,116	564,691							545,116	564,691		
3.1.2. Colonias Initiatives	859,288	859,091							859,288	859,091		
<b>Total, Goal</b>	<b>1,404,404</b>	<b>1,423,782</b>							<b>1,404,404</b>	<b>1,423,782</b>		
<b>Goal: 4. Indirect Administration</b>												
4.1.1. Indirect Administration	9,418,146	10,011,618					2,493,091	2,690,000	11,911,237	12,701,618	600,000	
<b>Total, Goal</b>	<b>9,418,146</b>	<b>10,011,618</b>					<b>2,493,091</b>	<b>2,690,000</b>	<b>11,911,237</b>	<b>12,701,618</b>	<b>600,000</b>	
<b>Total, Agency</b>	<b>44,310,450</b>	<b>42,598,762</b>	<b>75,010</b>	<b>11,280</b>	<b>4,595,580</b>	<b>2,938,287</b>	<b>15,864,435</b>	<b>14,450,000</b>	<b>64,845,475</b>	<b>59,998,329</b>	<b>3,325,000</b>	
<b>Total FTEs</b>									<b>203.0</b>	<b>203.0</b>	<b>2.0</b>	

2.A. Summary of Base Request by Strategy

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Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<b>1</b> Provide and Process Information Efficiently; Enforce Laws/Rules					
<b>1</b> Process Documents & Provide Accurate & Reliable Info on a Timely Basis					
<b>1</b> DOCUMENT FILING	7,604,579	6,513,093	8,811,254	6,365,454	6,538,872
<b>2</b> File & Publish Admin Rules and Agency Public Notices					
<b>1</b> DOCUMENT PUBLISHING	439,534	403,344	504,870	474,020	473,820
<b>TOTAL, GOAL</b> <b>1</b>	<b>\$8,044,113</b>	<b>\$6,916,437</b>	<b>\$9,316,124</b>	<b>\$6,839,474</b>	<b>\$7,012,692</b>
<b>2</b> Maintain Uniformity & Integrity of Elections; Oversee Election Process					
<b>1</b> Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs					
<b>1</b> ELECTIONS ADMINISTRATION	2,153,747	6,297,560	2,581,218	6,087,181	2,615,932
<b>2</b> PRIMARY FUNDING/VR POSTAGE	501,710	13,722,484	785,500	12,825,924	622,300
<b>3</b> CONSTITUTIONAL AMENDMENTS	594,265	1,151,551	4,500	1,142,359	0
<b>4</b> ELECTIONS IMPROVEMENT	7,238,909	2,670,590	2,000,000	1,848,708	1,100,859
<b>5</b> FINANCING VOTER REGISTRATION	1,000,000	5,083,870	1,000,000	4,777,500	1,000,000

2.A. Summary of Base Request by Strategy

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307 Secretary of State

Goal / Objective / STRATEGY		Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<b>TOTAL, GOAL</b>	<b>2</b>	<b>\$11,488,631</b>	<b>\$28,926,055</b>	<b>\$6,371,218</b>	<b>\$26,681,672</b>	<b>\$5,339,091</b>
<b>3</b>	International Protocol					
<b>1</b>	<i>Provide Protocol Services and Representation on Border Issues</i>					
<b>1</b>	<b>PROTOCOL/BORDER AFFAIRS</b>	159,740	264,960	280,156	280,606	284,085
<b>2</b>	<b>COLONIAS INITIATIVES</b>	424,507	402,538	456,750	429,856	429,235
<b>TOTAL, GOAL</b>	<b>3</b>	<b>\$584,247</b>	<b>\$667,498</b>	<b>\$736,906</b>	<b>\$710,462</b>	<b>\$713,320</b>
<b>4</b>	Indirect Administration					
<b>1</b>	<i>Indirect Administration</i>					
<b>1</b>	<b>INDIRECT ADMINISTRATION</b>	6,083,626	5,558,472	6,352,765	6,266,886	6,434,732
<b>TOTAL, GOAL</b>	<b>4</b>	<b>\$6,083,626</b>	<b>\$5,558,472</b>	<b>\$6,352,765</b>	<b>\$6,266,886</b>	<b>\$6,434,732</b>
<b>TOTAL, AGENCY STRATEGY REQUEST</b>		<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>
<b>TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST*</b>					<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTAL, AGENCY REQUEST</b>		<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>

2.A. Summary of Base Request by Strategy

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85th Regular Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

307 Secretary of State

Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>METHOD OF FINANCING:</u>					
<b>General Revenue Funds:</b>					
1 General Revenue Fund	9,916,919	32,700,561	11,609,889	31,649,786	10,948,976
SUBTOTAL	<b>\$9,916,919</b>	<b>\$32,700,561</b>	<b>\$11,609,889</b>	<b>\$31,649,786</b>	<b>\$10,948,976</b>
<b>General Revenue Dedicated Funds:</b>					
5095 Election Improvement Fund	47,295	46,870	28,140	8,140	3,140
SUBTOTAL	<b>\$47,295</b>	<b>\$46,870</b>	<b>\$28,140</b>	<b>\$8,140</b>	<b>\$3,140</b>
<b>Federal Funds:</b>					
555 Federal Funds	7,191,614	2,623,720	1,971,860	1,840,568	1,097,719
SUBTOTAL	<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>Other Funds:</b>					
997 Other Funds	9,044,789	6,697,311	9,167,124	7,000,000	7,450,000
SUBTOTAL	<b>\$9,044,789</b>	<b>\$6,697,311</b>	<b>\$9,167,124</b>	<b>\$7,000,000</b>	<b>\$7,450,000</b>
<b>TOTAL, METHOD OF FINANCING</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>

\*Rider appropriations for the historical years are included in the strategy amounts.

**2.B. Summary of Base Request by Method of Finance**  
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Agency code: <b>307</b>	Agency name: <b>Secretary of State</b>				
<b>METHOD OF FINANCING</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b><u>GENERAL REVENUE</u></b>					
<b><u>1</u></b> General Revenue Fund					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$10,245,617	\$0	\$0	\$0	\$0
<b>Comments:</b> Matches GAA					
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$32,252,053	\$0	\$0	\$0
<b>Comments:</b> Matches GAA					
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$0	\$10,530,237	\$30,899,786	\$10,948,976
<b>Comments:</b> Matches GAA					
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 17.08(a), Data Center Reductions (2014-15 GAA)	\$(221,808)	\$0	\$0	\$0	\$0
<b>Comments:</b> Total matches article IX for provision for data center reductions					

**2.B. Summary of Base Request by Method of Finance**  
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Agency code: <b>307</b>	Agency name: <b>Secretary of State</b>					
<b>METHOD OF FINANCING</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>	
<b><u>GENERAL REVENUE</u></b>						
Rider 3, Contingency Appropriation for Constitutional Amendments (2014-15 GAA)	\$591,163	\$0	\$0	\$0	\$0	\$0
<b>Comments:</b> Rider appropriation funds if the number of constitution exceeds 11 or if actuals exceed amount appropriated						
Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)	\$343,000	\$0	\$0	\$0	\$0	\$0
<b>Comments:</b> Capital Budget Project for Business Entity and Secured Transaction(BEST) Application Remediation.						
Rider 13, UB of Election/Voter Registration Funds (2014-15 GAA)	\$308,813	\$0	\$0	\$0	\$0	\$0
Rider 13, UB of Election/Voter Registration Funds (2014-15 GAA)	\$(1,799,407)	\$1,799,407	\$0	\$0	\$0	\$0
<b>Comments:</b> Funds transferred UB from FY 2015 to FY 2016 which represents the balance remaining from FY 2015.						
Rider 11, UB of Election/Voter Registration Funds (2016-17 GAA)	\$0	\$(1,300,000)	\$1,300,000	\$0	\$0	\$0
<b>Comments:</b> Funds transferred UB from FY 2016 to FY 2017 which represents the balance remaining in Primary Funding in FY 2016.						

2.B. Summary of Base Request by Method of Finance

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Agency code: 307	Agency name: Secretary of State				
METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<b><u>GENERAL REVENUE</u></b>					
Rider 11, UB of Election/Voter Registration Funds (2016-17 GAA)	\$0	\$0	\$(750,000)	\$750,000	\$0
<b>Comments:</b> Funds transferred UB from FY 2017 to FY 2018 which represents the balance remaining in Primary Funding in FY 2017.					
Art IX, Sec 18.48 Contingency for HB 2891 (2016-17 GAA)	\$0	\$42,727	\$42,727	\$0	\$0
Art. IX, Sec. 14.03(i) Limitation Expenditures - Capital Budget (2014-15 GAA)	\$196,794	\$0	\$0	\$0	\$0
<b>Comments:</b> Amount UB forward					
Art. IX, Sec. 14.03(i) Limitation Expenditures - Capital Budget (2016-17 GAA)	\$0	\$(250,000)	\$250,000	\$0	\$0
<b>Comments:</b> Amount UB forward					
<i>TRANSFERS</i>					
Art IX, Sec 17.06 Salary Increase for General State Employees (2014-15 GAA)	\$288,571	\$0	\$0	\$0	\$0

2.B. Summary of Base Request by Method of Finance

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Automated Budget and Evaluation System of Texas (ABEST)

Agency code:	307	Agency name:	Secretary of State			
METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019	
<b><u>GENERAL REVENUE</u></b>						
Art IX, Sec 18.02, Salary Increase for General State Employees (2016-17)	\$0	\$191,374	\$0	\$0	\$0	
Art IX, Sec 18.02, Salary Increase for General State Employees (2016-17)	\$0	\$0	\$201,925	\$0	\$0	
<b>Comments:</b> Difference between FY16 & FY17 due to all HAVA funded employees being transferred to GR funded positions						
<i>LAPSED APPROPRIATIONS</i>						
Regular Appropriations from MOF Table (2014-15 GAA)	\$(70,833)	\$0	\$0	\$0	\$0	
<i>UNEXPENDED BALANCES AUTHORITY</i>						
Art.I, Strategy A.2.1, Document Publishing (2014-15 GAA), UB	\$35,009	\$0	\$0	\$0	\$0	
<b>Comments:</b> Amount UB forward from FY 2014 to FY 2015 for document publishing (2014 - 2015 GAA)authority.						
Art.I, Strategy A.2.1, Document Publishing (2016-17 GAA), UB	\$0	\$(35,000)	\$35,000	\$0	\$0	

2.B. Summary of Base Request by Method of Finance

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Automated Budget and Evaluation System of Texas (ABEST)

Agency code:	<b>307</b>	Agency name:	<b>Secretary of State</b>			
<b>METHOD OF FINANCING</b>		<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b><u>GENERAL REVENUE</u></b>						
	<b>Comments:</b> Amount UB forward from FY 2016 to FY 2017 for document publishing (2016 - 2017 GAA)authority.					
<b>TOTAL, General Revenue Fund</b>		<b>\$9,916,919</b>	<b>\$32,700,561</b>	<b>\$11,609,889</b>	<b>\$31,649,786</b>	<b>\$10,948,976</b>
<b>TOTAL, ALL GENERAL REVENUE</b>		<b>\$9,916,919</b>	<b>\$32,700,561</b>	<b>\$11,609,889</b>	<b>\$31,649,786</b>	<b>\$10,948,976</b>

**GENERAL REVENUE FUND - DEDICATED**

**5095** GR Dedicated - Election Improvement Fund No. 5095

*REGULAR APPROPRIATIONS*

Regular Appropriations from MOF Table (2014-2015)

\$7,222	\$0	\$0	\$5,000	\$0
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**Comments:** Matches CCR

Regular Appropriations from MOF Table (2016-2017)

\$0	\$7,222	\$3,140	\$3,140	\$3,140
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**Comments:** Matches CCR

*BASE ADJUSTMENT*

GR-D Additional Collections (Interest on Funds)

\$40,073	\$39,648	\$25,000	\$0	\$0
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2.B. Summary of Base Request by Method of Finance

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Automated Budget and Evaluation System of Texas (ABEST)

Agency code:	<b>307</b>	Agency name:	<b>Secretary of State</b>			
<b>METHOD OF FINANCING</b>		<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b><u>GENERAL REVENUE FUND - DEDICATED</u></b>						
	<b>Comments:</b> Interest earned on federal funds while in State Treasury					
<b>TOTAL,</b>	<b>GR Dedicated - Election Improvement Fund No. 5095</b>					
		\$47,295	\$46,870	\$28,140	\$8,140	\$3,140
<b>TOTAL, ALL</b>	<b>GENERAL REVENUE FUND - DEDICATED</b>					
		\$47,295	\$46,870	\$28,140	\$8,140	\$3,140
<b>TOTAL,</b>	<b>GR &amp; GR-DEDICATED FUNDS</b>					
		\$9,964,214	\$32,747,431	\$11,638,029	\$31,657,926	\$10,952,116

**FEDERAL FUNDS**

555 Federal Funds

*REGULAR APPROPRIATIONS*

Regular Appropriations from MOF Table (2014-2015)

\$2,453,836	\$0	\$0	\$0	\$0
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**Comments:** Matches CCR

Regular Appropriations from MOF Table (2016-2017)

\$0	\$2,979,484	\$1,510,876	\$0	\$0
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**Comments:** Matches CCR

*RIDER APPROPRIATION*

2.B. Summary of Base Request by Method of Finance

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Automated Budget and Evaluation System of Texas (ABEST)

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<p>Agency code: <b>307</b> Agency name: <b>Secretary of State</b></p>					
<b><u>FEDERAL FUNDS</u></b>					
Rider 7, UB of GR-D Election Improvement Fund no. 5095 (2014-2015 GAA)	\$12,271,645	\$0	\$0	\$0	\$0
<b>Comments:</b> Amount UB forward from FY 2014					
Rider 7, UB of GR-D Election Improvement Fund no. 5095 (2014-2015 GAA)	\$(7,533,867)	\$0	\$0	\$0	\$0
<b>Comments:</b> Amount UB forward to FY 2015					
Rider 7, UB of GR-D Election Improvement Fund no. 5095 (2016-2017 GAA)	\$0	\$4,554,383	\$0	\$0	\$0
<b>Comments:</b> Amount UB forward from FY 15 minus regular appropriation for 2016.					
Rider 7, UB of GR-D Election Improvement Fund no. 5095 (2016-2017 GAA)	\$0	\$0	\$(2,938,287)	\$0	\$0
<b>Comments:</b> Estimated amount UB forward to FY 2018					
Rider 7, UB of GR-D Election Improvement Fund no. 5095 (2016-2017 GAA)	\$0	\$(4,910,147)	\$3,399,271	\$1,840,568	\$1,097,719
<b>Comments:</b> Estimated amount of UB and expenses					

**2.B. Summary of Base Request by Method of Finance**  
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Agency code: <b>307</b>	Agency name: <b>Secretary of State</b>					
<b>METHOD OF FINANCING</b>		<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b><u>FEDERAL FUNDS</u></b>						
<b>TOTAL, Federal Funds</b>		<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>TOTAL, ALL FEDERAL FUNDS</b>		<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>

**OTHER FUNDS**

**997** Other Funds

*REGULAR APPROPRIATIONS*

Regular Appropriations from MOF Table (2014-2015)

\$6,519,408	\$0	\$0	\$0	\$0
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**Comments:** Matches CCR

Regular Appropriations from MOF Table (2016-2017)

\$0	\$6,337,266	\$6,787,266	\$7,000,000	\$7,450,000
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**Comments:** Matches CCR

*RIDER APPROPRIATION*

Article IX, Sec. 8.08 Appropriation of Collections for Seminars and Conferences (2014-15 GAA)

\$130,051	\$0	\$0	\$0	\$0
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**Comments:** Amount UB forward from FY 2014 balance.

**2.B. Summary of Base Request by Method of Finance**  
 85th Regular Session, Agency Submission, Version 1  
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8/29/2016 4:40:21PM

Agency code: <b>307</b>	Agency name: <b>Secretary of State</b>				
<b>METHOD OF FINANCING</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b><u>OTHER FUNDS</u></b>					
Article IX, Sec. 8.08 Appropriation of Collections for Seminars and Conferences (2014-15 GAA)	\$204,687	\$0	\$0	\$0	\$0
<b>Comments:</b> Amount collected for seminars conducted during FY 2015.					
Article IX, Sec. 8.07 Appropriation of Collections for Seminars and Conferences (2016-17 GAA)	\$(90,117)	\$90,117	\$0	\$0	\$0
<b>Comments:</b> Remaining balance for FY 2015 UB to FY 2016.					
Article IX, Sec. 8.07 Appropriation of Collections for Seminars and Conferences (2016-17 GAA)	\$0	\$205,000	\$0	\$0	\$0
<b>Comments:</b> Amount collected for seminars conducted during FY 2016.					
Article IX, Sec. 8.07 Appropriation of Collections for Seminars and Conferences (2016-17 GAA)	\$0	\$(30,000)	\$30,000	\$0	\$0
<b>Comments:</b> Remaining balance for FY 2016 UB to FY 2017.					
Article IX, Sec. 8.07 Appropriation of Collections for Seminars and Conferences (2016-17 GAA)	\$0	\$0	\$250,000	\$0	\$0
<b>Comments:</b> Amount collected for seminars conducted during FY 2017.					

**2.B. Summary of Base Request by Method of Finance**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

8/29/2016 4:40:21PM

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<p>Agency code: <b>307</b> Agency name: <b>Secretary of State</b></p>					
<b><u>OTHER FUNDS</u></b>					
Article IX, Sec. 8.11 Appropriation of Receipts: Credit...Cards (2014-15 GAA)	\$1,153,849	\$0	\$0	\$0	\$0
<b>Comments:</b> Amount UB forward to FY 2015.					
Article IX, Sec. 8.10 Appropriation of Receipts: Credit...Cards (2016-17 GAA)	\$(1,359,032)	\$1,359,032	\$0	\$0	\$0
<b>Comments:</b> Remaining balance for FY 2015 UB forward to FY 2016.					
Article IX, Sec. 8.10 Appropriation of Receipts: Credit...Cards (2016-17 GAA)	\$0	\$(1,400,000)	\$1,400,000	\$0	\$0
<b>Comments:</b> Remaining balance for FY 2016 UB forward to FY 2017					
Article IX, Sec. 14.03 (j) Capital Budget (2014-15 GAA)	\$205,542	\$0	\$0	\$0	\$0
<b>Comments:</b> Remaining balance for Capital Budget Item for IT.					
Article I, Rider 12, UB Within Bienna for Document Filing (2014-15 GAA) UB Out/In	\$1,979,661	\$0	\$0	\$0	\$0
<b>Comments:</b> Appropriation balance for FY 2014 UB forward to UB FY 2015					

2.B. Summary of Base Request by Method of Finance

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Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **307** Agency name: **Secretary of State**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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**OTHER FUNDS**

Article I, Rider 10, UB Within Bienna for Document Filing (2016-17 GAA) UB Out/In

\$0	\$(487,124)	\$487,124	\$0	\$0
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**Comments:** Appropriation balance for FY 2016 UB forward to UB 2017.

Additional Collections from Publication or Sales Matter or Records, Article IX, Sec. 12.02(b)

\$745,797	\$0	\$0	\$0	\$0
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**Comments:** Additional collections from sale of copies of records during FY 2015 above the Regular Appropriated amounts.

Additional Collections from Publication or Sales Matter or Records, Article IX, Sec. 12.02(b)

\$0	\$710,493	\$0	\$0	\$0
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**Comments:** Additional collections from sale of copies of records during FY 2016 above the Regular Appropriated amounts.

Additional Collections from Publication or Sales Matter or Records, Article IX, Sec. 12.02(b)

\$0	\$0	\$212,734	\$0	\$0
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**Comments:** Estimated Additional collections from sale of copies of records during FY 2017 above the Regular Appropriated amounts.

*LAPSED APPROPRIATIONS*

Regular Appropriations from MOF Table (2014-15 GAA)

\$(445,057)	\$0	\$0	\$0	\$0
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2.B. Summary of Base Request by Method of Finance  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

8/29/2016 4:40:21PM

Agency code: **307** Agency name: **Secretary of State**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<b><u>OTHER FUNDS</u></b>					
<b>Comments:</b> These funds originally from Appropriated Receipts. Funding for salaries and operating expenses.					
Regular Appropriations from MOF Table (2016-17 GAA)					
	\$0	\$(87,473)	\$0	\$0	\$0
<b>Comments:</b> These funds originally from Appropriated Receipts. Funding for salaries and operating expenses.					
<b>TOTAL, Other Funds</b>	<b>\$9,044,789</b>	<b>\$6,697,311</b>	<b>\$9,167,124</b>	<b>\$7,000,000</b>	<b>\$7,450,000</b>
<b>TOTAL, ALL OTHER FUNDS</b>	<b>\$9,044,789</b>	<b>\$6,697,311</b>	<b>\$9,167,124</b>	<b>\$7,000,000</b>	<b>\$7,450,000</b>
<b>GRAND TOTAL</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>

**2.B. Summary of Base Request by Method of Finance**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

8/29/2016 4:40:21PM

Agency code: <b>307</b>	Agency name: <b>Secretary of State</b>				
<b>METHOD OF FINANCING</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>Req 2018</b>	<b>Req 2019</b>
<b>FULL-TIME-EQUIVALENT POSITIONS</b>					
REGULAR APPROPRIATIONS					
Regular Appropriations from MOF Table (2014-15 GAA)	203.0	0.0	0.0	0.0	0.0
Regular Appropriations from MOF Table (2016-17 GAA)	0.0	203.0	203.0	203.0	203.0
UNAUTHORIZED NUMBER OVER (BELOW) CAP					
Regular Appropriations from MOF Table (2014-15 GAA)	(18.0)	0.0	0.0	0.0	0.0
Regular Appropriations from MOF Table (2016-2017 GAA)	0.0	(23.0)	0.0	0.0	0.0
<b>TOTAL, ADJUSTED FTES</b>	<b>185.0</b>	<b>180.0</b>	<b>203.0</b>	<b>203.0</b>	<b>203.0</b>
<b>NUMBER OF 100% FEDERALLY FUNDED FTES</b>	<b>6.0</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

2.C. Summary of Base Request by Object of Expense

8/29/2016 4:40:21PM

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

307 Secretary of State

OBJECT OF EXPENSE	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1001 SALARIES AND WAGES	\$9,284,879	\$9,612,515	\$10,587,259	\$10,282,261	\$10,361,756
1002 OTHER PERSONNEL COSTS	\$1,133,012	\$526,471	\$995,095	\$579,638	\$585,585
2001 PROFESSIONAL FEES AND SERVICES	\$8,121,888	\$2,634,889	\$2,441,861	\$2,590,291	\$2,764,877
2002 FUELS AND LUBRICANTS	\$292	\$700	\$700	\$700	\$700
2003 CONSUMABLE SUPPLIES	\$82,693	\$102,365	\$118,500	\$108,800	\$119,800
2004 UTILITIES	\$120,705	\$124,721	\$62,050	\$54,100	\$54,200
2005 TRAVEL	\$198,632	\$139,268	\$146,930	\$141,148	\$142,720
2006 RENT - BUILDING	\$53,718	\$39,486	\$55,600	\$35,300	\$35,300
2007 RENT - MACHINE AND OTHER	\$72,366	\$71,235	\$82,050	\$77,301	\$76,750
2009 OTHER OPERATING EXPENSE	\$5,260,369	\$10,570,233	\$6,986,968	\$9,578,656	\$4,328,147
4000 GRANTS	\$1,023,159	\$18,246,579	\$1,300,000	\$17,050,299	\$1,030,000
5000 CAPITAL EXPENDITURES	\$848,904	\$0	\$0	\$0	\$0
<b>OOE Total (Excluding Riders)</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>
<b>OOE Total (Riders)</b>					
<b>Grand Total</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>

**2.D. Summary of Base Request Objective Outcomes**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation system of Texas (ABEST)

8/29/2016 4:40:22PM

**307 Secretary of State**

Goal/ Objective / Outcome	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1 Provide and Process Information Efficiently; Enforce Laws/Rules <i>1 Process Documents &amp; Provide Accurate &amp; Reliable Info on a Timely Basis</i>					
<b>KEY 1 % of Bus, Comm, and Public Filings &amp; Info Requests Completed in 3 Days</b>	97.18%	97.14%	97.00%	97.00%	97.00%
<b>KEY 2 Avg Cost Per Bus, Comm, and Public Filings Trans + Pub Info Request</b>	0.79	0.61	0.65	0.65	0.65
<b>3 Average Cost Per Register and Administrative Code Published</b>	8,489.77	6,048.01	14,636.00	8,500.00	8,500.00
2 Maintain Uniformity & Integrity of Elections; Oversee Election Process <i>1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs</i>					
<b>1 Percent of Election Authorities Assisted or Advised</b>	100.00%	100.00%	100.00%	100.00%	100.00%
<b>2 Percent of Polling Places Having at Least One Accessible Voting Device</b>	99.52%	100.00%	100.00%	100.00%	100.00%
<b>KEY 3 Average Cost Per Election Authority Assisted or Advised</b>	7.34	7.38	7.50	7.50	7.50

**2.E. Summary of Exceptional Items Request**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME : 4:40:22PM

Agency code: 307

Agency name: Secretary of State

Priority	Item	2018			2019			Biennium		
		GR and GR/GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	
1	IT hardware and software		\$100,000		\$100,000				\$200,000	
2	UB Authority Doc/Filing		\$600,000		\$0				\$600,000	
3	BEST Software Maintenance	\$150,000	\$150,000		\$150,000	\$150,000		\$300,000	\$300,000	
4	BEST Legacy Remediation	\$485,000	\$485,000		\$470,000	\$470,000		\$955,000	\$955,000	
5	TEAM maintenance	\$0	\$0		\$500,000	\$500,000		\$500,000	\$500,000	
6	CAPPS	\$200,000	\$200,000	2.0	\$200,000	\$200,000	2.0	\$400,000	\$400,000	
7	Military Voting Pilot Project	\$250,000	\$250,000		\$0	\$0		\$250,000	\$250,000	
8	Public Information Reports	\$60,000	\$60,000		\$60,000	\$60,000		\$120,000	\$120,000	
<b>Total, Exceptional Items Request</b>		<b>\$1,145,000</b>	<b>\$1,845,000</b>	<b>2.0</b>	<b>\$1,380,000</b>	<b>\$1,480,000</b>	<b>2.0</b>	<b>\$2,525,000</b>	<b>\$3,325,000</b>	
<b>Method of Financing</b>										
	General Revenue	\$1,145,000	\$1,145,000		\$1,380,000	\$1,380,000		\$2,525,000	\$2,525,000	
	General Revenue - Dedicated									
	Federal Funds									
	Other Funds		700,000			100,000			800,000	
		<b>\$1,145,000</b>	<b>\$1,845,000</b>		<b>\$1,380,000</b>	<b>\$1,480,000</b>		<b>\$2,525,000</b>	<b>\$3,325,000</b>	
<b>Full Time Equivalent Positions</b>				<b>2.0</b>				<b>2.0</b>		
<b>Number of 100% Federally Funded FTEs</b>				<b>0.0</b>				<b>0.0</b>		

**2.F. Summary of Total Request by Strategy**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/29/2016

TIME : 4:40:23PM

Agency code: 307 Agency name: Secretary of State

<b>Goal/Objective/STRATEGY</b>	<b>Base 2018</b>	<b>Base 2019</b>	<b>Exceptional 2018</b>	<b>Exceptional 2019</b>	<b>Total Request 2018</b>	<b>Total Request 2019</b>
<b>1 Provide and Process Information Efficiently; Enforce Laws/Rules</b>						
<i>1 Process Documents &amp; Provide Accurate &amp; Reliable Info on a Timely</i>						
1 DOCUMENT FILING	\$6,365,454	\$6,538,872	\$1,295,000	\$680,000	\$7,660,454	\$7,218,872
<i>2 File &amp; Publish Admin Rules and Agency Public Notices</i>						
1 DOCUMENT PUBLISHING	474,020	473,820	0	0	474,020	473,820
<b>TOTAL, GOAL 1</b>	<b>\$6,839,474</b>	<b>\$7,012,692</b>	<b>\$1,295,000</b>	<b>\$680,000</b>	<b>\$8,134,474</b>	<b>\$7,692,692</b>
<b>2 Maintain Uniformity &amp; Integrity of Elections; Oversee Election Proce</b>						
<i>1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect</i>						
1 ELECTIONS ADMINISTRATION	6,087,181	2,615,932	250,000	500,000	6,337,181	3,115,932
2 PRIMARY FUNDING/VR POSTAGE	12,825,924	622,300	0	0	12,825,924	622,300
3 CONSTITUTIONAL AMENDMENTS	1,142,359	0	0	0	1,142,359	0
4 ELECTIONS IMPROVEMENT	1,848,708	1,100,859	0	0	1,848,708	1,100,859
5 FINANCING VOTER REGISTRATION	4,777,500	1,000,000	0	0	4,777,500	1,000,000
<b>TOTAL, GOAL 2</b>	<b>\$26,681,672</b>	<b>\$5,339,091</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$26,931,672</b>	<b>\$5,839,091</b>
<b>3 International Protocol</b>						
<i>1 Provide Protocol Services and Representation on Border Issues</i>						
1 PROTOCOL/BORDER AFFAIRS	280,606	284,085	0	0	280,606	284,085
2 COLONIAS INITIATIVES	429,856	429,235	0	0	429,856	429,235
<b>TOTAL, GOAL 3</b>	<b>\$710,462</b>	<b>\$713,320</b>	<b>\$0</b>	<b>\$0</b>	<b>\$710,462</b>	<b>\$713,320</b>

**2.F. Summary of Total Request by Strategy**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/29/2016

TIME : 4:40:23PM

Agency code: 307 Agency name: Secretary of State

<b>Goal/Objective/STRATEGY</b>	<b>Base 2018</b>	<b>Base 2019</b>	<b>Exceptional 2018</b>	<b>Exceptional 2019</b>	<b>Total Request 2018</b>	<b>Total Request 2019</b>
4 Indirect Administration						
1 Indirect Administration						
1 INDIRECT ADMINISTRATION	\$6,266,886	\$6,434,732	\$300,000	\$300,000	\$6,566,886	\$6,734,732
<b>TOTAL, GOAL 4</b>	<b>\$6,266,886</b>	<b>\$6,434,732</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$6,566,886</b>	<b>\$6,734,732</b>
<b>TOTAL, AGENCY STRATEGY REQUEST</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>	<b>\$1,845,000</b>	<b>\$1,480,000</b>	<b>\$42,343,494</b>	<b>\$20,979,835</b>
<b>TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST</b>						
<b>GRAND TOTAL, AGENCY REQUEST</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>	<b>\$1,845,000</b>	<b>\$1,480,000</b>	<b>\$42,343,494</b>	<b>\$20,979,835</b>

**2.F. Summary of Total Request by Strategy**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/29/2016

TIME : 4:40:23PM

Agency code: 307 Agency name: Secretary of State

<b>Goal/Objective/STRATEGY</b>	<b>Base 2018</b>	<b>Base 2019</b>	<b>Exceptional 2018</b>	<b>Exceptional 2019</b>	<b>Total Request 2018</b>	<b>Total Request 2019</b>
<b>General Revenue Funds:</b>						
1 General Revenue Fund	\$31,649,786	\$10,948,976	\$1,145,000	\$1,380,000	\$32,794,786	\$12,328,976
	<b>\$31,649,786</b>	<b>\$10,948,976</b>	<b>\$1,145,000</b>	<b>\$1,380,000</b>	<b>\$32,794,786</b>	<b>\$12,328,976</b>
<b>General Revenue Dedicated Funds:</b>						
5095 Election Improvement Fund	8,140	3,140	0	0	8,140	3,140
	<b>\$8,140</b>	<b>\$3,140</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,140</b>	<b>\$3,140</b>
<b>Federal Funds:</b>						
555 Federal Funds	1,840,568	1,097,719	0	0	1,840,568	1,097,719
	<b>\$1,840,568</b>	<b>\$1,097,719</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>Other Funds:</b>						
997 Other Funds	7,000,000	7,450,000	700,000	100,000	7,700,000	7,550,000
	<b>\$7,000,000</b>	<b>\$7,450,000</b>	<b>\$700,000</b>	<b>\$100,000</b>	<b>\$7,700,000</b>	<b>\$7,550,000</b>
<b>TOTAL, METHOD OF FINANCING</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>	<b>\$1,845,000</b>	<b>\$1,480,000</b>	<b>\$42,343,494</b>	<b>\$20,979,835</b>
<b>FULL TIME EQUIVALENT POSITIONS</b>	<b>203.0</b>	<b>203.0</b>	<b>2.0</b>	<b>2.0</b>	<b>205.0</b>	<b>205.0</b>

**2.G. Summary of Total Request Objective Outcomes**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation system of Texas (ABEST)

Date : 8/29/2016  
 Time: 4:40:23PM

Agency code: 307

Agency name: Secretary of State

Goal/ Objective / Outcome

		BL 2018	BL 2019	Excp 2018	Excp 2019	Total Request 2018	Total Request 2019
1	Provide and Process Information Efficiently; Enforce Laws/Rules						
1	<i>Process Documents &amp; Provide Accurate &amp; Reliable Info on a Timely Basis</i>						
<b>KEY</b>	<b>1 % of Bus, Comm, and Public Filings &amp; Info Requests Completed in 3 Days</b>						
		97.00%	97.00%			97.00%	97.00%
<b>KEY</b>	<b>2 Avg Cost Per Bus, Comm, and Public Filings Trans + Pub Info Request</b>						
		0.65	0.65			0.65	0.65
	<b>3 Average Cost Per Register and Administrative Code Published</b>						
		8,500.00	8,500.00			8,500.00	8,500.00
2	Maintain Uniformity & Integrity of Elections; Oversee Election Process						
1	<i>Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs</i>						
	<b>1 Percent of Election Authorities Assisted or Advised</b>						
		100.00%	100.00%			100.00%	100.00%
	<b>2 Percent of Polling Places Having at Least One Accessible Voting Device</b>						
		100.00%	100.00%			100.00%	100.00%
<b>KEY</b>	<b>3 Average Cost Per Election Authority Assisted or Advised</b>						
		7.50	7.50			7.50	7.50

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 1 Process Documents & Provide Accurate & Reliable Info on a Timely Basis Service Categories:  
 STRATEGY: 1 File/Reject Statutory Filings Service: 17 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Output Measures:</b>						
KEY 1	Number of Business, Comm, and Public Filings Transactions Processed	2,483,245.00	2,034,127.00	2,300,000.00	2,300,000.00	2,300,000.00
KEY 2	Number of Requests for Information and Filings Processed	5,449,701.00	5,851,651.00	5,250,000.00	5,600,000.00	5,600,000.00
<b>Explanatory/Input Measures:</b>						
1	Number of Registrants	5,636.00	6,000.00	4,000.00	6,000.00	6,000.00
2	Number of Notary Commissions Issued	105,578.00	111,800.00	90,000.00	111,000.00	111,000.00
3	Business, Commercial, and Public Filings Revenue	91,554,749.00	98,502,957.00	80,000,000.00	98,000,000.00	98,000,000.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$3,825,127	\$4,012,100	\$4,341,397	\$4,259,605	\$4,333,116
1002	OTHER PERSONNEL COSTS	\$464,772	\$197,475	\$502,845	\$300,844	\$330,500
2001	PROFESSIONAL FEES AND SERVICES	\$1,756,789	\$668,196	\$482,727	\$347,700	\$347,700
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$47,434	\$67,088	\$78,000	\$75,000	\$87,000
2004	UTILITIES	\$0	\$1,631	\$1,800	\$2,000	\$2,000
2005	TRAVEL	\$1,483	\$1,812	\$1,960	\$2,155	\$2,120
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$27,082	\$27,816	\$34,500	\$31,500	\$31,500

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 1 Process Documents & Provide Accurate & Reliable Info on a Timely Basis  
 STRATEGY: 1 File/Reject Statutory Filings

Service Categories:  
 Service: 17      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2009	OTHER OPERATING EXPENSE	\$1,049,101	\$1,536,975	\$3,368,025	\$1,346,650	\$1,404,936
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$432,791	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$7,604,579</b>	<b>\$6,513,093</b>	<b>\$8,811,254</b>	<b>\$6,365,454</b>	<b>\$6,538,872</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$734,550	\$1,513,093	\$1,311,254	\$965,454	\$988,872
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$734,550</b>	<b>\$1,513,093</b>	<b>\$1,311,254</b>	<b>\$965,454</b>	<b>\$988,872</b>
<b>Method of Financing:</b>						
997	Other Funds	\$6,870,029	\$5,000,000	\$7,500,000	\$5,400,000	\$5,550,000
<b>SUBTOTAL, MOF (OTHER FUNDS)</b>		<b>\$6,870,029</b>	<b>\$5,000,000</b>	<b>\$7,500,000</b>	<b>\$5,400,000</b>	<b>\$5,550,000</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$6,365,454</b>	<b>\$6,538,872</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$7,604,579</b>	<b>\$6,513,093</b>	<b>\$8,811,254</b>	<b>\$6,365,454</b>	<b>\$6,538,872</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>92.0</b>	<b>91.0</b>	<b>101.0</b>	<b>101.0</b>	<b>101.0</b>

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 1 Process Documents & Provide Accurate & Reliable Info on a Timely Basis Service Categories:  
 STRATEGY: 1 File/Reject Statutory Filings Service: 17 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**STRATEGY DESCRIPTION AND JUSTIFICATION:**

To file documents creating and updating business entities. To record assumed names and register trademarks under the Business & Commerce Code. To provide a central filing location for lien notices pursuant to the Uniform Commercial Code; the Uniform Federal Lien Registration Act; and lien notices under other statutes. To appoint statewide notaries public upon application, ensure that notary public applications secure a \$10,000 surety bond, and issue commissions for four-year terms; to issue official notary public certifications; to enforce the Notary Public Act through rules; and act on notary public complaints. To forward process to defendants when Secretary of State is statutory agent for service of process. To register entities (e.g. health spas, credit service organizations, automobile clubs, athlete agents) and take administrative action when authorized. To commission appointed and elected officials and file the constitutional statements of officer. To file all legislative bills passed by the legislature. To file proclamations and miscellaneous filings (various statutes).

To respond to requests for information, copies, and certificates from the resulting records.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 1 Process Documents & Provide Accurate & Reliable Info on a Timely Basis Service Categories:  
 STRATEGY: 1 File/Reject Statutory Filings Service: 17 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The strategy workload is significantly impacted by national and state economic factors, business growth, and private sector borrowing. As the economy expands, the filings increase and requests for information regarding these filings increase. In addition, workload may be impacted by changes in state business law and state or federal taxation issues.

The efficiency with which filings and information requests are processed is dependent upon the employment of current technology and the ability to attract and retain a competent workforce.

Beginning at the end of FY 2008, the number of notary searches on the Internet began increasing as a result of automated searches conducted by 3rd parties data mining for name and address information from the notary records. These automated searches quickly escalated the number of information requests reported by the strategy in FY 2009 - FY 2011. In October 2012, the Information Technology Division, for security reasons, installed a filtering mechanism to discourage this type of data mining. Consequently, the number of notary searches on the Internet dropped by 90% starting in October and continuing throughout the year. With this drop in Internet searching, we continue to downwardly adjust the expected outcome of requests, for FY2016 and FY2017 to more accurately reflect the current workload.

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$15,324,347	\$12,904,326	\$(2,420,021)	\$(2,420,021)	Due to the close of base reconciliation, we could not UB the remaining balance from FY 17 to FY 18. That result in the negative balance in the Biennial Change.
			<b>\$(2,420,021)</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 2 File & Publish Admin Rules and Agency Public Notices  
 STRATEGY: 1 Publish the Texas Register and the Texas Administrative Code

Service Categories:

Service: 05      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Explanatory/Input Measures:</b>						
1	Number of Rules and Notices Filed in the Texas Register	21,770.00	23,567.00	20,000.00	23,600.00	22,000.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$336,387	\$321,283	\$360,000	\$360,000	\$360,000
1002	OTHER PERSONNEL COSTS	\$46,815	\$13,072	\$56,000	\$30,500	\$30,500
2001	PROFESSIONAL FEES AND SERVICES	\$12,512	\$0	\$17,120	\$13,120	\$13,120
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$1,863	\$5,913	\$6,000	\$4,000	\$4,000
2004	UTILITIES	\$0	\$0	\$0	\$0	\$0
2005	TRAVEL	\$0	\$0	\$0	\$0	\$0
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$630	\$631	\$750	\$750	\$750
2009	OTHER OPERATING EXPENSE	\$41,327	\$62,445	\$65,000	\$65,650	\$65,450
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$439,534</b>	<b>\$403,344</b>	<b>\$504,870</b>	<b>\$474,020</b>	<b>\$473,820</b>

**Method of Financing:**

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 2 File & Publish Admin Rules and Agency Public Notices  
 STRATEGY: 1 Publish the Texas Register and the Texas Administrative Code

Service Categories:  
 Service: 05      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1	General Revenue Fund	\$370,234	\$350,000	\$436,870	\$414,020	\$423,820
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$370,234</b>	<b>\$350,000</b>	<b>\$436,870</b>	<b>\$414,020</b>	<b>\$423,820</b>
<b>Method of Financing:</b>						
997	Other Funds	\$69,300	\$53,344	\$68,000	\$60,000	\$50,000
<b>SUBTOTAL, MOF (OTHER FUNDS)</b>		<b>\$69,300</b>	<b>\$53,344</b>	<b>\$68,000</b>	<b>\$60,000</b>	<b>\$50,000</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$474,020</b>	<b>\$473,820</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$439,534</b>	<b>\$403,344</b>	<b>\$504,870</b>	<b>\$474,020</b>	<b>\$473,820</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>8.0</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 2 File & Publish Admin Rules and Agency Public Notices Service Categories:  
 STRATEGY: 1 Publish the Texas Register and the Texas Administrative Code Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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Following each session of the legislature, the Secretary of State publishes and maintains electronically the bills and resolutions enacted at that session. The electronic publication is indexed by bill number. Chapter numbers are assigned to each bill. The electronic publication is accessible on the Internet. The signed paper original bills and resolutions are bound and delivered to the State Archives.

The Secretary of State publishes all state agency rule notices in the weekly issues of the Texas Register. Rules also are posted daily on a searchable Internet database. The compilation of adopted rules is published in the Texas Administrative Code, which is updated each day on the searchable Internet database.

The Texas Register contains the text of pending rule changes and other state agency notices required to be published by the following statutes: Texas Govt. Code, Chapters 2001, 2002, 551, 2254, and other applicable laws.

The Texas Administrative Code contains the compiled text of all state agency rules that are in effect, as well as superseded versions of rules from 1999 forward. The Texas Register and the Texas Administrative Code are available on the Secretary of State Internet site and in print from commercial legal publishers.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

The Secretary of State is required to publish the Texas Register and compile adopted rules in the Texas Administrative Code. This office has no control over the number of rules and other documents filed by state agencies for publication in the Texas Register and Texas Administrative Code. Both the Texas Register and the Texas Administrative Code are made available to the public at no charge on the internet. Commercial legal publishers offer print subscription services for the Texas Register and Texas Administrative Code.

**307 Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules  
 OBJECTIVE: 2 File & Publish Admin Rules and Agency Public Notices Service Categories:  
 STRATEGY: 1 Publish the Texas Register and the Texas Administrative Code Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		BIENNIAL	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$908,214	\$947,840	\$39,626	\$39,626	Increase in salary expense and other operating expense due to filling up open positions.
			<b>\$39,626</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 1 Provide Statewide Elections Administration

Service Categories:

Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Output Measures:</b>						
KEY 1	Number of Election Officials Assisted or Advised	151,184.00	234,892.00	145,000.00	235,000.00	151,500.00
2	Number of Public Customers Advised, Trained or Assisted	144,000.00	177,825.00	250,000.00	178,000.00	144,500.00
<b>Explanatory/Input Measures:</b>						
1	Number of Registered Voters	14,025,441.00	14,238,436.00	14,240,000.00	14,245,000.00	14,250,000.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$1,352,048	\$1,329,517	\$1,382,509	\$1,385,000	\$1,387,505
1002	OTHER PERSONNEL COSTS	\$132,272	\$67,552	\$163,600	\$72,088	\$50,100
2001	PROFESSIONAL FEES AND SERVICES	\$62,436	\$54,501	\$84,500	\$40,000	\$40,000
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$9,592	\$13,229	\$15,000	\$13,000	\$13,000
2004	UTILITIES	\$2,501	\$2,480	\$3,500	\$3,000	\$3,000
2005	TRAVEL	\$84,040	\$69,799	\$77,800	\$79,593	\$81,339
2006	RENT - BUILDING	\$908	\$0	\$600	\$300	\$300
2007	RENT - MACHINE AND OTHER	\$29,218	\$23,111	\$25,000	\$26,000	\$26,000
2009	OTHER OPERATING EXPENSE	\$468,571	\$4,737,371	\$828,709	\$4,468,200	\$1,014,688
4000	GRANTS	\$12,161	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 1 Provide Statewide Elections Administration

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$2,153,747</b>	<b>\$6,297,560</b>	<b>\$2,581,218</b>	<b>\$6,087,181</b>	<b>\$2,615,932</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$1,800,947	\$5,947,560	\$2,181,218	\$5,737,181	\$2,265,932
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$1,800,947</b>	<b>\$5,947,560</b>	<b>\$2,181,218</b>	<b>\$5,737,181</b>	<b>\$2,265,932</b>
<b>Method of Financing:</b>						
997	Other Funds	\$352,800	\$350,000	\$400,000	\$350,000	\$350,000
<b>SUBTOTAL, MOF (OTHER FUNDS)</b>		<b>\$352,800</b>	<b>\$350,000</b>	<b>\$400,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$6,087,181</b>	<b>\$2,615,932</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$2,153,747</b>	<b>\$6,297,560</b>	<b>\$2,581,218</b>	<b>\$6,087,181</b>	<b>\$2,615,932</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>5.0</b>	<b>23.0</b>	<b>26.0</b>	<b>26.0</b>	<b>26.0</b>
<b>STRATEGY DESCRIPTION AND JUSTIFICATION:</b>						

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 1 Provide Statewide Elections Administration Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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As chief election officer for the state, the Secretary of State is required to assist and advise election authorities to ensure the fair and uniform application, operation and interpretation of election laws. (Texas Election Code, Sections 31.001- 31.008) The Secretary of State’s Elections Division answers day to day inquiries of election officials received on several toll-free numbers, and also prepares detailed directives and advisory memoranda concerning proper election procedures. In addition, other central election duties include: training programs for election officials; prescription of official election forms, including postage paid voter registration applications that are provided to the public free of charge; certification of special and general election ballots; collection of election night returns, administration of the state election inspector program; administration of the constitutional amendment elections, certification of voting systems; and submission of election-related legislation to the U.S. Department of Justice for pre-clearance.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

The key external factor affecting this strategy is the statutory election cycle. The primary elections and general election for state and county officers are held in even-numbered years. Consequently, more assistance and advice is provided to election officials in even-numbered years. Another significant external factor is the number of registered voters. Registration rates appear to be consistently between 70 and 80% of the voting age population. Another factor impacting this strategy is a standard now being enforced by the US Postal Service (USPS) that requires pre-addressed voter registration cards, which the state is to provide in “reasonable” quantities. Since 1987, the USPS had granted the Agency a special exception in which it has been allowed to use a business reply permit without pre-addressing the application. The new standard being enforced that requires the cards to have the county address with the zip code plus four and the USPS approved bar code has affected the Secretary of State twofold. First, the cost of printing the cards has increased because the Agency must order 254 different versions of pre-addressed cards plus a version with the Agency address in both English and Spanish. Secondly, because supplies of pre-addressed cards to the counties are distributed in precise quantities, many of the voter registration cards that get distributed are the version with the Secretary of State’s address, which has resulted in significant hours of staff time spent sorting and distributing the cards to the appropriate county.

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 1 Provide Statewide Elections Administration Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		BIENNIAL	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$8,878,778	\$8,703,113	\$(175,665)	\$(175,665)	This is due to the 4% budget reduction.
			<u>\$(175,665)</u>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 2 Primary Election Financing; VR Postal Payment to Postal Services Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Efficiency Measures:</b>						
1	Program Mgmt Cost Per Dollar of Primary Election Funds Distributed	0.00	0.01	0.00	0.01	0.00
2	Program Mgmt Cost Per Dollar of Voter Registration Postage Reimbursed	0.15	0.15	0.10	0.15	0.15
<b>Explanatory/Input Measures:</b>						
1	Amount of Primary Election Funds Distributed to Political Parties	0.00	13,200,000.00	0.00	13,200,000.00	0.00
2	Amount of Voter Registration Postage Reimbursed to Counties	252,215.00	357,970.00	400,000.00	370,000.00	255,000.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$148,794	\$169,731	\$170,000	\$176,000	\$176,000
1002	OTHER PERSONNEL COSTS	\$12,316	\$3,418	\$13,000	\$8,500	\$8,500
2001	PROFESSIONAL FEES AND SERVICES	\$18,085	\$0	\$1,000	\$30,000	\$30,000
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$0	\$0	\$0	\$100	\$100
2004	UTILITIES	\$0	\$0	\$0	\$0	\$0
2005	TRAVEL	\$0	\$0	\$0	\$0	\$0

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 2 Primary Election Financing; VR Postal Payment to Postal Services

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$322,515	\$386,626	\$501,500	\$338,525	\$377,700
4000	GRANTS	\$0	\$13,162,709	\$100,000	\$12,272,799	\$30,000
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$501,710</b>	<b>\$13,722,484</b>	<b>\$785,500</b>	<b>\$12,825,924</b>	<b>\$622,300</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$501,710	\$13,722,484	\$785,500	\$12,825,924	\$622,300
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$501,710</b>	<b>\$13,722,484</b>	<b>\$785,500</b>	<b>\$12,825,924</b>	<b>\$622,300</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$12,825,924</b>	<b>\$622,300</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$501,710</b>	<b>\$13,722,484</b>	<b>\$785,500</b>	<b>\$12,825,924</b>	<b>\$622,300</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>25.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 2 Primary Election Financing; VR Postal Payment to Postal Services Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The Secretary of State is required to administer and disburse two state-funded election cost reimbursement funds. Section 173.001 of the Texas Election Code requires the Secretary of State to administer the Primary Election Financing Program, in which the state and county political chairs are reimbursed for the reasonable and necessary costs of conducting the primary elections. In addition, Section 13.121 of the Texas Election Code requires that the official voter registration application prescribed by the Secretary of State be printed with pre-paid postage. The voter registration postage is administered through separate postage accounts for each county.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

One of the key external variables affecting this strategy is the statutory election cycle. The majority of primary election funds are reimbursed in even-numbered years, and the number of voter registration applications mailed is also higher in even-numbered election years due to the primary and general election cycle. Other external factors include whether there will be two statewide primary runoffs, voter turnout and interest in a particular election, as well as legislation and (or) litigation that may affect the conduct of the election as it did for the 2012 Primary Election when both legislation and litigation increased the time period between when applications to be on the ballot could be accepted and when the primary and runoff dates occurred. Another external requirement is Federal Legislation, specifically, the Help America Vote Act of 2002. HAVA along with state law requires Texas Counties to use voting systems that are fully accessible to disabled persons such that they can vote independently. These accessible voting systems necessitate programming and maintenance costs that continue to escalate thereby increasing the costs of elections including primary and primary runoff elections.

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 2 Primary Election Financing; VR Postal Payment to Postal Services Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$14,507,984	\$13,448,224	\$ (1,059,760)	\$ (1,059,760)	The financing of this strategy is ever changing due to the type of election that is being held.
			<u>\$ (1,059,760)</u>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 3 Publish and Interpret Constitutional Amendments

Service Categories:  
 Service: 05      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Output Measures:</b>						
KEY 1	Number of Constitutional Amendment Translations Mailed	1,773,026.00	1,803,248.00	0.00	1,880,000.00	0.00
<b>Efficiency Measures:</b>						
1	Average Cost Per Amendment Published	591,163.00	164,507.00	0.00	168,000.00	0.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0
1002	OTHER PERSONNEL COSTS	\$0	\$0	\$0	\$0	\$0
2001	PROFESSIONAL FEES AND SERVICES	\$0	\$0	\$0	\$0	\$0
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$0	\$0	\$0	\$0	\$0
2004	UTILITIES	\$0	\$0	\$0	\$0	\$0
2005	TRAVEL	\$0	\$0	\$0	\$0	\$0
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$594,265	\$1,151,551	\$4,500	\$1,142,359	\$0
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 3 Publish and Interpret Constitutional Amendments Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$594,265</b>	<b>\$1,151,551</b>	<b>\$4,500</b>	<b>\$1,142,359</b>	<b>\$0</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$594,265	\$1,151,551	\$4,500	\$1,142,359	\$0
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$594,265</b>	<b>\$1,151,551</b>	<b>\$4,500</b>	<b>\$1,142,359</b>	<b>\$0</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$1,142,359</b>	<b>\$0</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$594,265</b>	<b>\$1,151,551</b>	<b>\$4,500</b>	<b>\$1,142,359</b>	<b>\$0</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

Article 17 of the Texas Constitution and Chapter 274 of the Texas Election Code require the Secretary of State to prepare and publish a brief explanatory statement of each proposed constitutional amendment. Currently, each statement is published in English in approximately 504 newspapers of general circulation and in Spanish in approximately 42 Hispanic newspapers. In addition, each Spanish surnamed registered voter household receives a direct mailing of the translated explanatory statements.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 3 Publish and Interpret Constitutional Amendments Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The appropriation request for FY 2016- FY 2017 projects the cost of 10 amendments on the November 2015 ballot to be \$1,186,812, an average cost of \$118,681 per amendment. The key variable in this strategy is the cost of newspaper advertising. Total newspaper advertising cost is driven by the number of columnar inches required to print the explanatory statement of each amendment. Complex amendments may require more explanatory text and more space in the newspaper. Newspaper advertising rates typically increase by 3-5% every biennium. The increased advertising rate is partially offset by the gradual decline in the number of newspapers statewide.

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$1,156,051	\$1,142,359	\$(13,692)	\$(13,692)	This is due to the 4% budget reduction.
			<b>\$(13,692)</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 4 Administer the Federal Help America Vote Act (HAVA)

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Explanatory/Input Measures:</b>						
1	Number of Counties Using Voter Registration Online	215.00	215.00	214.00	215.00	215.00
2	Number of Federal HAVA Dollars Spent Per Voting Age Population	0.32	0.09	0.02	0.09	0.09
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$421,280	\$167,257	\$0	\$0	\$0
1002	OTHER PERSONNEL COSTS	\$175,539	\$68,571	\$0	\$0	\$0
2001	PROFESSIONAL FEES AND SERVICES	\$4,257,951	\$104,564	\$27,394	\$0	\$0
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$1,819	\$200	\$0	\$0	\$0
2004	UTILITIES	\$95,420	\$76,949	\$0	\$0	\$0
2005	TRAVEL	\$22,423	\$0	\$0	\$0	\$0
2006	RENT - BUILDING	\$18,405	\$5,455	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$2,235,074	\$2,247,594	\$1,772,606	\$1,848,708	\$1,100,859
4000	GRANTS	\$10,998	\$0	\$200,000	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 4 Administer the Federal Help America Vote Act (HAVA)

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$7,238,909</b>	<b>\$2,670,590</b>	<b>\$2,000,000</b>	<b>\$1,848,708</b>	<b>\$1,100,859</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$0	\$0	\$0	\$0	\$0
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Method of Financing:</b>						
5095	Election Improvement Fund	\$47,295	\$46,870	\$28,140	\$8,140	\$3,140
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS - DEDICATED)</b>		<b>\$47,295</b>	<b>\$46,870</b>	<b>\$28,140</b>	<b>\$8,140</b>	<b>\$3,140</b>
<b>Method of Financing:</b>						
555	Federal Funds					
	39.011.000 Election Reform Payments	\$7,191,614	\$2,623,720	\$1,971,860	\$1,840,568	\$1,097,719
CFDA Subtotal, Fund	555	\$7,191,614	\$2,623,720	\$1,971,860	\$1,840,568	\$1,097,719
<b>SUBTOTAL, MOF (FEDERAL FUNDS)</b>		<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 4 Administer the Federal Help America Vote Act (HAVA) Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$1,848,708</b>	<b>\$1,100,859</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$7,238,909</b>	<b>\$2,670,590</b>	<b>\$2,000,000</b>	<b>\$1,848,708</b>	<b>\$1,100,859</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>			<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

Pursuant to sections 31.003 and 31.0101 of the Texas Election Code, the Secretary of State is required to maintain and obtain uniformity in the application, operation, and interpretation of all election laws, including the federal Help America Vote Act of 2002 (“HAVA”). Federal funding is available under HAVA, and the Secretary of State is authorized to draw down federal funding to:

- (1) improve the administration of federal elections;
- (2) make grants to counties to comply with HAVA mandates, including improving or replacing voting systems;
- (3) create a uniform, official, centralized, interactive, computerized statewide voter registration list;
- (4) educate voters, election officials, and election workers regarding HAVA, including its impact on state and federal laws.
- (5) comply with other HAVA mandates.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 4 Administer the Federal Help America Vote Act (HAVA) Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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An external factor affecting this strategy is the degree to which counties obtain and maintain compliant voting systems. Counties' ability to purchase and maintain compliant voting systems depends on the availability of funds and the counties' commitment to complying with HAVA mandates. The funding designated in the Texas HAVA State Plan for counties to acquire HAVA-compliant voting systems has been fully utilized and expended. Counties will need to look to other funding sources to absorb future costs related to maintaining a HAVA-compliant voting system, such as annual license and maintenance costs, equipment upgrades, equipment replacement, and other operating costs needed for HAVA-compliance. Moreover, the Secretary of State has used HAVA funds to pay for the statewide voter registration list database expense since 2007. However, the HAVA funding dedicated for maintenance of that system is likely to be depleted by the end of the FY2016-FY2017 biennium, which will result in the need for state funding as a revenue source. In addition, the equipment being used for the database is nearing end of life and a hardware refresh will be needed in the FY2014-FY2015 biennium. The federal law requiring the state to maintain the database will remain in place.

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$4,670,590	\$2,949,567	\$(1,721,023)	\$(1,721,023)	The Help America Vote Act project is front end loaded from a start date of 2003 and decreasing every biennia since the start of the program. The program will reach \$0 before the end of 2019.
			<b>\$(1,721,023)</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs  
 STRATEGY: 5 Payments to Counties for Voter Registration Activity. Estimated.

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0
1002	OTHER PERSONNEL COSTS	\$0	\$0	\$0	\$0	\$0
2001	PROFESSIONAL FEES AND SERVICES	\$0	\$0	\$0	\$0	\$0
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$0	\$0	\$0	\$0	\$0
2004	UTILITIES	\$0	\$0	\$0	\$0	\$0
2005	TRAVEL	\$0	\$0	\$0	\$0	\$0
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$0	\$0	\$0	\$0	\$0
4000	GRANTS	\$1,000,000	\$5,083,870	\$1,000,000	\$4,777,500	\$1,000,000
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$1,000,000</b>	<b>\$5,083,870</b>	<b>\$1,000,000</b>	<b>\$4,777,500</b>	<b>\$1,000,000</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$1,000,000	\$5,083,870	\$1,000,000	\$4,777,500	\$1,000,000
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$1,000,000</b>	<b>\$5,083,870</b>	<b>\$1,000,000</b>	<b>\$4,777,500</b>	<b>\$1,000,000</b>

**307 Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process  
 OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs Service Categories:  
 STRATEGY: 5 Payments to Counties for Voter Registration Activity. Estimated. Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$4,777,500</b>	<b>\$1,000,000</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$1,000,000</b>	<b>\$5,083,870</b>	<b>\$1,000,000</b>	<b>\$4,777,500</b>	<b>\$1,000,000</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>			<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

This strategy provided funding to counties to defray the cost of voter registration. Funding is allocated to each county based on the number of initial registrations, canceled registrations and updated registrations of voters in the county as established by a certified statement submitted by the Voter Registrar to the Secretary of State, as required by Election Code, Section 19.002. This is an estimated appropriation.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

Payments to counties by this strategy are formula-driven by statute.

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$6,083,870	\$5,777,500	\$(306,370)	\$(306,370)	This is due to the 4% budget reduction.
			<u>\$(306,370)</u>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues  
 STRATEGY: 1 Provide Protocol Services and Representation on Border Issues

Service Categories:  
 Service: 02      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Output Measures:</b>						
1	# Meetings w/Intern'l Diplomatic Off/Foreign Gov Off/Bus Leaders	69.00	66.00	40.00	50.00	50.00
2	Number of Border Events Attended	27.00	50.00	20.00	30.00	30.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$149,293	\$247,779	\$267,806	\$263,156	\$266,635
1002	OTHER PERSONNEL COSTS	\$5,873	\$2,815	\$6,050	\$6,600	\$6,600
2001	PROFESSIONAL FEES AND SERVICES	\$0	\$0	\$0	\$0	\$0
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$0	\$27	\$0	\$200	\$200
2004	UTILITIES	\$0	\$0	\$0	\$0	\$0
2005	TRAVEL	\$3,432	\$12,032	\$5,100	\$8,650	\$8,650
2006	RENT - BUILDING	\$0	\$0	\$0	\$0	\$0
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$1,142	\$2,307	\$1,200	\$2,000	\$2,000
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$159,740</b>	<b>\$264,960</b>	<b>\$280,156</b>	<b>\$280,606</b>	<b>\$284,085</b>

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues Service Categories:  
 STRATEGY: 1 Provide Protocol Services and Representation on Border Issues Service: 02 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Method of Financing:</b>						
1	General Revenue Fund	\$159,740	\$264,960	\$280,156	\$280,606	\$284,085
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$159,740</b>	<b>\$264,960</b>	<b>\$280,156</b>	<b>\$280,606</b>	<b>\$284,085</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$280,606</b>	<b>\$284,085</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$159,740</b>	<b>\$264,960</b>	<b>\$280,156</b>	<b>\$280,606</b>	<b>\$284,085</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

The Secretary of State represents the Governor and the State of Texas at meetings and events with members of the international diplomatic corps. In addition, the Secretary is charged with coordinating and facilitating meetings between the Governor and international leaders. The Secretary also acts as a liaison to foreign government officials and business leaders by addressing concerns that have not been resolved through alternate channels.

The Secretary represents the Governor and the State of Texas at meetings and other events with Mexican officials, border leaders, appropriate federal, state, local, and other officials; facilitates and organizes meetings and other engagements between the Governor and Mexican and/or border leaders; and attends events related to Mexico and the border as appropriate or as requested. The Secretary of State also serves as the Border Commerce Coordinator.

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues Service Categories:  
 STRATEGY: 1 Provide Protocol Services and Representation on Border Issues Service: 02 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$545,116	\$564,691	\$19,575	\$19,575	We add a new FTE during FY 2018 and FY 2019. Travel is expected to be heavier during this period.
			<b>\$19,575</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues  
 STRATEGY: 2 Improve Physical Living Conditions in Colonias

Service Categories:  
 Service: 07      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Output Measures:</b>						
1	Number of Funded Colonia Projects Monitored	42.00	45.00	40.00	40.00	40.00
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$362,069	\$334,363	\$375,000	\$375,000	\$375,000
1002	OTHER PERSONNEL COSTS	\$27,980	\$33,302	\$28,000	\$18,856	\$18,135
2001	PROFESSIONAL FEES AND SERVICES	\$0	\$0	\$0	\$0	\$0
2002	FUELS AND LUBRICANTS	\$0	\$0	\$0	\$0	\$0
2003	CONSUMABLE SUPPLIES	\$875	\$1,420	\$1,500	\$1,500	\$1,500
2004	UTILITIES	\$4,380	\$5,805	\$5,250	\$7,100	\$7,200
2005	TRAVEL	\$22,433	\$20,538	\$18,000	\$17,400	\$17,400
2006	RENT - BUILDING	\$2,119	\$1,467	\$23,000	\$3,000	\$3,000
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$4,651	\$5,643	\$6,000	\$7,000	\$7,000
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$424,507</b>	<b>\$402,538</b>	<b>\$456,750</b>	<b>\$429,856</b>	<b>\$429,235</b>

**Method of Financing:**

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues Service Categories:  
 STRATEGY: 2 Improve Physical Living Conditions in Colonias Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1	General Revenue Fund	\$424,507	\$402,538	\$456,750	\$429,856	\$429,235
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$424,507</b>	<b>\$402,538</b>	<b>\$456,750</b>	<b>\$429,856</b>	<b>\$429,235</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$429,856</b>	<b>\$429,235</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$424,507</b>	<b>\$402,538</b>	<b>\$456,750</b>	<b>\$429,856</b>	<b>\$429,235</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>7.0</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

The primary duty of the Colonias Coordinator is to oversee and coordinate state agency efforts to improve physical living conditions through the provision of basic services such as water, wastewater, solid waste, and adequate housing to colonia residents. Functions include but are not limited to: collaborating and coordinating specific infrastructure project information and data; identifying project barriers to allow for immediate collective problem solving; expediting the delivery of basic services to colonia residents, and providing agencies' reports on progress in colonia initiatives and projects. Further, the Colonia Initiative works with the Office of the Attorney General to prevent proliferation of illegal colonia development. Additionally, the Secretary of State will set goals for the state colonia initiatives to achieve each fiscal year and will work to secure the necessary funding to implement the proposed goals. Finally, the Secretary of State's Colonia Ombudspersons advocate on behalf of colonia residents to address additional needs. The Colonia Ombudspersons are located in the seven border counties with the highest populations of colonia residents. Those counties are El Paso, Maverick, Webb, Starr, Hidalgo, Cameron, and Nueces.

**307 Secretary of State**

GOAL: 3 International Protocol  
 OBJECTIVE: 1 Provide Protocol Services and Representation on Border Issues Service Categories:  
 STRATEGY: 2 Improve Physical Living Conditions in Colonias Service: 07 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

As Colonias Coordinator, the Office of the Secretary of State takes a leadership role in coordinating and prioritizing state agency activities that will improve the physical living conditions in the colonias, primarily those related to water, wastewater, solid waste disposal, and adequate housing. The first external factor that impacts Secretary of State coordination efforts is that the agency does not have direct control over the state funding and regulatory agencies involved in colonia projects. Although those agencies are required to work with the Secretary of State in a coordinated fashion, quantifiable outcomes that demonstrate improvements in the colonias are the individual agency's responsibility. Another externality that impacts Secretary of State efforts is the ability of local border communities to oversee colonia projects and whether the communities consider colonia projects a local priority. The Colonia Ombudsperson will work with local officials on their colonia priorities and assist them to develop adequate capacity to oversee colonia projects, but the agency does not have the ability to force a border community to do a colonia project that they are not willing or capacitated to do.

**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$859,288	\$859,091	\$(197)	\$(197)	This is due to the 4% budget reduction.
			<b>\$(197)</b>	<b>Total of Explanation of Biennial Change</b>

**307 Secretary of State**

GOAL: 4 Indirect Administration  
 OBJECTIVE: 1 Indirect Administration  
 STRATEGY: 1 Indirect Administration

Service Categories:  
 Service: 09      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Objects of Expense:</b>						
1001	SALARIES AND WAGES	\$2,689,881	\$3,030,485	\$3,690,547	\$3,463,500	\$3,463,500
1002	OTHER PERSONNEL COSTS	\$267,445	\$140,266	\$225,600	\$142,250	\$141,250
2001	PROFESSIONAL FEES AND SERVICES	\$2,014,115	\$1,807,628	\$1,829,120	\$2,159,471	\$2,334,057
2002	FUELS AND LUBRICANTS	\$292	\$700	\$700	\$700	\$700
2003	CONSUMABLE SUPPLIES	\$21,110	\$14,488	\$18,000	\$15,000	\$14,000
2004	UTILITIES	\$18,404	\$37,856	\$51,500	\$42,000	\$42,000
2005	TRAVEL	\$64,821	\$35,087	\$44,070	\$33,350	\$33,211
2006	RENT - BUILDING	\$32,286	\$32,564	\$32,000	\$32,000	\$32,000
2007	RENT - MACHINE AND OTHER	\$15,436	\$19,677	\$21,800	\$19,051	\$18,500
2009	OTHER OPERATING EXPENSE	\$543,723	\$439,721	\$439,428	\$359,564	\$355,514
4000	GRANTS	\$0	\$0	\$0	\$0	\$0
5000	CAPITAL EXPENDITURES	\$416,113	\$0	\$0	\$0	\$0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$6,083,626</b>	<b>\$5,558,472</b>	<b>\$6,352,765</b>	<b>\$6,266,886</b>	<b>\$6,434,732</b>
<b>Method of Financing:</b>						
1	General Revenue Fund	\$4,330,966	\$4,264,505	\$5,153,641	\$5,076,886	\$4,934,732
<b>SUBTOTAL, MOF (GENERAL REVENUE FUNDS)</b>		<b>\$4,330,966</b>	<b>\$4,264,505</b>	<b>\$5,153,641</b>	<b>\$5,076,886</b>	<b>\$4,934,732</b>

**307 Secretary of State**

GOAL: 4 Indirect Administration  
 OBJECTIVE: 1 Indirect Administration  
 STRATEGY: 1 Indirect Administration

Service Categories:  
 Service: 09      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>Method of Financing:</b>						
997	Other Funds	\$1,752,660	\$1,293,967	\$1,199,124	\$1,190,000	\$1,500,000
<b>SUBTOTAL, MOF (OTHER FUNDS)</b>		<b>\$1,752,660</b>	<b>\$1,293,967</b>	<b>\$1,199,124</b>	<b>\$1,190,000</b>	<b>\$1,500,000</b>
<b>TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)</b>					<b>\$6,266,886</b>	<b>\$6,434,732</b>
<b>TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)</b>		<b>\$6,083,626</b>	<b>\$5,558,472</b>	<b>\$6,352,765</b>	<b>\$6,266,886</b>	<b>\$6,434,732</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>		<b>42.0</b>	<b>47.0</b>	<b>55.0</b>	<b>55.0</b>	<b>55.0</b>

**STRATEGY DESCRIPTION AND JUSTIFICATION:**

The Administrative Services Division provides financial, human resource, and procurement services to the Agency. The Financial Management section includes financial, budgetary, and property accounting and reporting, as well as payroll. The Human Resources section assists all divisions with personnel management, recruiting and selection, and employee benefits, as well as recordkeeping and reporting. The Operating Support section procures needed supplies, equipment, and services and coordinates space planning and allocation. In addition, Operating Support manages the Agency's centralized mail services.

**EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:**

Statewide management initiatives often require additional administrative reports and other exchanges of information with oversight agencies. When funding is stable or decreasing compliance becomes more challenging.

**307 Secretary of State**

GOAL: 4 Indirect Administration  
 OBJECTIVE: 1 Indirect Administration  
 STRATEGY: 1 Indirect Administration

Service Categories:  
 Service: 09      Income: A.2      Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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**EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):**

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$11,911,237	\$12,701,618	\$790,381	\$790,381	Increase in professional fee and services. HAVA funded employees were converted into GR funded employees.
			<b>\$790,381</b>	<b>Total of Explanation of Biennial Change</b>

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**SUMMARY TOTALS:**

<b>OBJECTS OF EXPENSE:</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>
<b>METHODS OF FINANCE (INCLUDING RIDERS):</b>				<b>\$40,498,494</b>	<b>\$19,499,835</b>
<b>METHODS OF FINANCE (EXCLUDING RIDERS):</b>	<b>\$26,200,617</b>	<b>\$42,068,462</b>	<b>\$22,777,013</b>	<b>\$40,498,494</b>	<b>\$19,499,835</b>
<b>FULL TIME EQUIVALENT POSITIONS:</b>	<b>185.0</b>	<b>180.0</b>	<b>203.0</b>	<b>203.0</b>	<b>203.0</b>

**3.A.1. PROGRAM-LEVEL REQUEST SCHEDULE**  
85th Regular Session, Agency Submission, Version 1

Agency Code: 307		Agency: Office of the Texas Secretary of State				Prepared By: Vincent Houston							
Date:						16-17	Requested	Requested	Biennial Total	Biennial Difference			
Goal	Goal Name	Strategy	Strategy Name	Program	Program Name	Base	2018	2019	18-19	\$	%		
1	Enforce Laws & Rules	1.1.1.	File/Reject Statutory Filings	1.1.1.	File/Reject Statutory Filings	\$15,324,347	\$6,365,454	\$6,538,872	\$12,904,326	(\$2,420,021)	-15.8%		
					Exceptional Item #2 -UB Authority Doc Filing	\$0	\$600,000	\$0	\$600,000	\$600,000			
					Exceptional Item #3 - Software Maintenance	\$0	\$150,000	\$150,000	\$300,000	\$300,000			
					Exceptional Item #4 - Legacy Remediation	\$0	\$485,000	\$470,000	\$955,000	\$955,000			
					Exceptional Item #8 - Public Information Reports	\$0	\$60,000	\$60,000	\$120,000	\$120,000			
		1.1.2.	File & Publish Admin Rules and Agency Public Notices	1.1.2.	File & Publish Admin Rules and Agency Public Notices	\$0	\$0	\$0	\$0	\$0	\$0		
					Publish the Texas Register and the Texas Administrative Code	\$908,214	\$474,020	\$473,820	\$947,840	\$39,626	4.4%		
		2	Maintain Uniformity & Integrity of Elections	2.1.1.	Provide Statewide Elections Admin	2.1.1.	Provide Statewide Elections Administration	\$8,878,778	\$6,087,181	\$2,615,932	\$8,703,113	(\$175,665)	-2.0%
							Exceptional Item #5 - TEAM Voter Registration System Maintenance		\$0	\$500,000	\$500,000	\$500,000	
							Exceptional Item #7 - Military Voting Pilot Project		\$250,000	\$0	\$250,000	\$250,000	
2.1.2.	Primary Election Financing; VR Postal Payment to Postal Services			2.1.2.	Primary Election Financing; VR Postal Payment to Postal Services	\$14,507,984	\$12,825,924	\$622,300	\$13,448,224	(\$1,059,760)	-7.3%		
					Publish & Interpret Constitutional Amendments	\$1,156,051	\$1,142,359	\$0	\$1,142,359	(\$13,692)	-1.2%		
2.1.4.	Administer the Federal Help America Vote Act (HAVA)			2.1.4.	Administer the Federal Help America Vote Act (HAVA)	\$4,670,590	\$1,876,102	\$1,100,859	\$2,976,961	(\$1,693,629)	-36.3%		
					Payments to Counties for Voter Registration Activity. Estimated.	\$6,083,870	\$4,777,500	\$1,000,000	\$5,777,500	(\$306,370)	-5.0%		
3	International Protocol	3.1.1.	Provide Protocol Services and Representation on Border Issues	3.1.1.	Provide Protocol Services and Representation on Border Issues	\$545,116	\$280,606	\$284,085	\$564,691	\$19,575	3.6%		
					Improve Physical Living Conditions in Colonias	\$859,288	\$429,856	\$429,235	\$859,091	(\$197)	0.0%		
4	Indirect Administration	4.1.1.	Indirect Administration	4.1.1.	Indirect Administration	\$11,911,237	\$6,266,886	\$6,434,732	\$12,701,618	\$790,381	6.6%		
					Exceptional Item #1 - IT Refresh		\$100,000	\$100,000	\$200,000	\$200,000			
					Exceptional Item #6 - CAPPs Project		\$200,000	\$200,000	\$400,000	\$400,000			

### 3.B. Rider Revisions and Additions Request

<b>Agency Code:</b>	<b>Agency Name:</b>	<b>Prepared By:</b>	<b>Date:</b>	<b>Request Level:</b>
307	Office of the Texas Secretary of State			

Current Rider Number	Page Number in 2016-17 GAA	Proposed Rider Language																																							
2	I-86	<p><b>Capital Budget.</b> None of the funds appropriated above may be expended for capital budget items except as listed below. The amounts shown below shall be expended only for the purposes shown and are not available for expenditure for other purposes.</p> <table style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: right;"><u>2016</u></th> <th style="width: 20%; text-align: right;"><u>2017</u></th> </tr> <tr> <th></th> <th style="text-align: right;"><u>2018</u></th> <th style="text-align: right;"><u>2019</u></th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>a. Data Center Consolidation</b></td> </tr> <tr> <td>(1) Data Center Consolidation</td> <td style="text-align: right;">\$ 1,993,471</td> <td style="text-align: right;">\$ 2,193,057</td> </tr> <tr> <td colspan="3"><b>b. Centralized Accounting and Payroll/Personnel System</b></td> </tr> <tr> <td>(1) CAPPS Project</td> <td style="text-align: right;">\$ 200,000</td> <td style="text-align: right;">\$ 200,000</td> </tr> <tr> <td colspan="3"><b>c. Acquisition of Information Technologies</b></td> </tr> <tr> <td>(1) Information Technology Hardware and Software</td> <td style="text-align: right;">\$ 100,000</td> <td style="text-align: right;">\$ 100,000</td> </tr> <tr> <td>(2) BEST Software Maintenance</td> <td style="text-align: right;">\$ 150,000</td> <td style="text-align: right;">\$ 150,000</td> </tr> <tr> <td>(3) BEST Legacy Remediation</td> <td style="text-align: right;">\$ 485,000</td> <td style="text-align: right;">\$ 470,000</td> </tr> <tr> <td><b>Total, Information Resource Technologies</b></td> <td style="text-align: right;"><b>\$ 735,000</b></td> <td style="text-align: right;"><b>\$ 720,000</b></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td><b>Total, Capital Budget</b></td> <td style="text-align: right;"><b><u>\$ 2,928,471</u></b></td> <td style="text-align: right;"><b><u>\$ 3,113,057</u></b></td> </tr> </tbody> </table>		<u>2016</u>	<u>2017</u>		<u>2018</u>	<u>2019</u>	<b>a. Data Center Consolidation</b>			(1) Data Center Consolidation	\$ 1,993,471	\$ 2,193,057	<b>b. Centralized Accounting and Payroll/Personnel System</b>			(1) CAPPS Project	\$ 200,000	\$ 200,000	<b>c. Acquisition of Information Technologies</b>			(1) Information Technology Hardware and Software	\$ 100,000	\$ 100,000	(2) BEST Software Maintenance	\$ 150,000	\$ 150,000	(3) BEST Legacy Remediation	\$ 485,000	\$ 470,000	<b>Total, Information Resource Technologies</b>	<b>\$ 735,000</b>	<b>\$ 720,000</b>	 			<b>Total, Capital Budget</b>	<b><u>\$ 2,928,471</u></b>	<b><u>\$ 3,113,057</u></b>
	<u>2016</u>	<u>2017</u>																																							
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**3.B. Rider Revisions and Additions Request  
(continued)**

		Method of Financing (Capital Budget):		
		General Revenue Fund	\$ 1,527,456	<del>\$ 1,287,120</del>
			\$ 2,828,471	\$ 3,013,057
		Appropriated Receipts	\$ 100,000	\$ 100,000
		Total, Method of Finance	\$ 2,928,471	\$ 3,113,057
		This rider needs to be continued with above noted changes		
3	I-87	<b>Contingency Appropriation for Constitutional Amendments.</b> The amounts appropriated above in Strategy B.1.3, Constitutional Amendments, are intended to cover the costs of fulfilling the requirements of Election Code, Chapter 274, Subchapter B, and Article 17 §1 of the Texas Constitution for 11 proposed constitutional amendments or referendum items. In the event that the number of proposed constitutional amendments or referendum items exceeds 11, or if the actual costs exceed the amounts appropriated herein, the Secretary of State is hereby appropriated from General Revenue the additional funds necessary to fulfill the aforementioned requirements.		
4	I-87	<b>Travel Expenditures.</b> The Secretary of State is hereby authorized to expend funds from the above appropriations to reimburse state inspectors for travel expenses pursuant to Election Code, §34.003.		
5	I-87	<b>Limitation, Primary Finance.</b> Of the funds appropriated in Strategy B.1.2, Election/Voter Registration Funds, not more than \$250,000 may be distributed to the executive committees of the state parties for the operation of the primary and runoff elections. Funds distributed to the executive committees shall be distributed to the respective parties in the ratio of the total number of primary and runoff voters in the <del>2016</del> 2018 elections.		
6	I-87	<b>Use of Excess Registration Fees Authorization.</b> Any registration fee collected by the Office of the Secretary of State to pay the expenses of a conference, seminar, or meeting in excess of the actual costs of such conference, seminar, or meeting may be used to pay the expenses of any other conference, seminar, or meeting for which no registration fees were collected or for which registration fees collected were insufficient to cover the total expenses.		
7	I-87	<b>General Revenue-Dedicated Election Improvement Fund No. 5095.</b> Included in amounts appropriated above are all balances remaining in the General Revenue-Dedicated Election Improvement Account No. 5095 as of August 31, <del>2015</del> 2017 for the biennium beginning September 1, <del>2015</del> 2017, to carry out provisions of the Help America Vote Act (HAVA) as codified in Election Code §31.011 in the following strategies and accounts: as follows:		

**3.B. Rider Revisions and Additions Request  
(continued)**

		<p>Strategy B.1.4, Elections Improvement: any unexpended balances out of Federal Funds (estimated to be \$2,913,484 <b>\$1,876,102</b> in fiscal year 2016 <b>2018</b> and \$1,510,876 <b>\$1,458,859</b> in fiscal year 2017 <b>2019</b>) and any interest earnings out of General Revenue-Dedicated Election Improvement Account No. 5095 (estimated to be \$7,222 <b>\$8,140</b> in fiscal year 2016 <b>2018</b> and \$3,014 <b>\$3,140</b> in fiscal year 2017 <b>2019</b>); and</p> <p>Strategy D.1.1, Indirect Administration: any unexpended balances out of Federal Funds (estimated to be \$250,000 <b>\$206,127</b> in fiscal year 2016 and \$250,000 <b>\$0</b> in fiscal year 2017).</p> <p><b>This rider needs to be continued with above noted changes.</b></p>
<p align="center"><b>8</b></p>	<p align="center"><b>I-88</b></p>	<p><b>Limitation of Reimbursement for Non-Joint Primary Elections.</b> Funds appropriated above in Strategy B.1.2, Election/Voter Registration Funds may not be used to reimburse counties for amounts that exceed the costs to conduct a joint primary election.</p>
<p align="center"><b>9</b></p>	<p align="center"><b>I-88</b></p>	<p><del><b>Contingency Appropriation for TEAM System Upgrade.</b> Included in amounts appropriated above in Strategy B.1.4, Elections Improvement, contingent on the availability of additional unexpended balances out of Federal Funds related to the Help America Vote Act (HAVA) in Strategy B.1.4, Elections Improvement, above the estimated amount of \$1,981,316 in each fiscal year of the 2014-15 fiscal biennium as stated in Rider 7, General Revenue-Dedicated Election Improvement Fund No. 5095, and with approval from the Governor and the Legislative Budget Board, the Secretary of State may expend an amount estimated to be \$400,000 each fiscal year on a capital budget project to upgrade the Texas Election Administration Management (TEAM) System in the 2014-15 biennium.</del></p> <p><del><b>Appropriation of Receipts, Voting Systems.</b> Funds received by the Secretary of State for examination of voting systems and voting systems equipment to be adopted for use in the State of Texas may be deposited in the State Treasury and expended in accordance with the provisions of V.T.C.A., Election Code, chapter 122, and such funds are hereby appropriated for that purpose.</del></p> <p><b>Contingency Appropriation for Voter Education: Related to Voter Identification.</b> Contingent on the effectiveness of Senate Bill 14 by the Eighty-second Legislature, Regular Session, 2011, relating to requiring a voter to present certain proof of identification, it is the intent of the Legislature that the Secretary of State, out of funds appropriated above, shall use \$4,000,000 in General Revenue in fiscal year 2018 in Strategy B.1.1, Elections Administration, to educate the public, including students, regarding the required documents for voting and the general voting process.</p>

**3.B. Rider Revisions and Additions Request  
(continued)**

		<p>Any unexpected balances remaining as of August 31, 2018, out of the appropriating made herein are appropriated to the Secretary of State for the fiscal year beginning September 1, 2018, for the same purpose.</p> <p>This riders needs to be continued with above noted changes.</p>
<b>12-10</b>		<p><b>Unexpended Balances Between Biennia For Document Filing.</b> Included in the amounts appropriated above in Strategy A.1.1, Document Filing, are unexpended and unobligated balances as August 31, 2017 ( not to exceed \$600,000 in Appropriated Receipts ) for operating expenses related to business and legislative filings, entity and trademark registration, notary services, public official commissions, providing copies of public information and other document filing activates during the 2018-19 biennium.</p> <p>New Rider needs to be added.</p>
<del>13-11</del>	<b>I-88</b>	<p><b>Unexpended Balances Between and within Biennia for Election and Voter Registration Funds.</b> Included in amounts appropriated above in Strategy B.1.2, Election/Voter Registration Funds, are unexpended and unobligated balances as of August 31, <del>2015</del> 2017 (estimated to be \$0 in General Revenue) for reimbursements to counties for costs related to primary elections during the <del>2016-17</del> 2018-19 biennium.</p>
<b>12</b>	<b>I-88</b>	<p><b>Voter Registration Transfer Limit.</b> Notwithstanding Article IX, Section 14.01, Appropriation Transfers or similar provisions of the Act, the estimated amount appropriated above in Strategy B.1.5, Financing Voter Registration, is for the sole purpose of providing funding to counties to defray the cost of voter registration as provided in accordance with Election Code, §19.002.</p>
<b>13</b>	<b>I-88</b>	<p><b>Notary Fees.</b> Included in the amounts appropriated above in Strategy A.1.1, Document Filing is \$120,000 in Appropriated Receipts in each fiscal year of the 2018-19 biennium from revenue received pursuant to Government Code, §406.007(a)(2) for costs associated with notary education and enforcement.</p>
<b>14</b>	<b>I-88</b>	<p><b>Voting Systems Examination.</b> Included in the amounts appropriated above in Strategy B.1.1,</p>

**3.B. Rider Revisions and Additions Request  
(continued)**

		Election Administration is an amount estimated to be \$20,000 in Appropriated Receipts from revenue received pursuant to Election Code, Chapter 122 in each fiscal year of the 2018-19 biennium for the examination of voting systems.
<b>15</b>		<p><b>Military Voting Pilot Project.</b> Included in the amounts appropriated above in Strategy B.1.1, Election Administration is \$250,000 in General Revenue Funds for fiscal year 2018. The 83<sup>rd</sup> Legislature instituted a pilot program for electronic return of voted ballots from military voters in hostile pay zones.</p> <p>New rider needs to be added.</p>
<b>16</b>		<p><b>Public Information Reports.</b> Included in the amounts appropriated above in Strategy A.1.1 is \$60,000 in General Revenue Funds in each fiscal year of the 2018-19 biennium. Processing of Public Information Reports filed under Chapter 171 of the Tax Code.</p> <p>New rider needs to be added.</p>
<b>17</b>		<p><b>Team Voter Registration System Maintenance.</b> Included in the amounts appropriated above in Strategy B.1.1, Elections Administration, is \$500,000 in General Revenue Funds for fiscal year 2019 related to maintenance expenses for the Team Voter Registration System. The Federal Funds which currently fund the maintenance of this system will be exhausted during 2019 fiscal year.</p> <p>New Rider needs to be added.</p>

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307** Agency name: **Secretary of State**

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> Information Technology hardware and software <b>Item Priority:</b> 1 <b>IT Component:</b> Yes <b>Anticipated Out-year Costs:</b> No <b>Involve Contracts &gt; \$50,000:</b> No <b>Includes Funding for the Following Strategy or Strategies:</b> 04-01-01 Indirect Administration		

**OBJECTS OF EXPENSE:**

5000	CAPITAL EXPENDITURES	100,000	100,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$100,000</b>	<b>\$100,000</b>

**METHOD OF FINANCING:**

997	Other Funds	100,000	100,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$100,000</b>	<b>\$100,000</b>

**DESCRIPTION / JUSTIFICATION:**

The purpose of this project is to replace and/or upgrade technology infrastructure used within the agency. Upgrades are necessary due to obsolescence, growth and changes in our technical environment. This project will provide agency staff with current workstations to fully utilize the automated systems and software that support the agency's mission and functions and to enable users to access and share information efficiently both internally and externally. With the implementation of more sophisticated applications, workstations have expanded beyond simply a personal computer and printer to include scanners, bar code readers and various types of printers.

**EXTERNAL/INTERNAL FACTORS:**

If this infrastructure is not kept current and stable the agency cannot continue to provide the current level of service to our customers or expand to provide more services. The agency's ability to continue to realize revenue from business and public filings is heavily dependent on maintaining a stable technology infrastructure.

**DESCRIPTION OF IT COMPONENT INCLUDED IN EXCEPTIONAL ITEM:**

Technology Refresh capital project

**IS THIS IT COMPONENT RELATED TO A NEW OR CURRENT PROJECT?**

NEW

**PROPOSED SOFTWARE EXAMPLES (Client-side, server-side, Midrange and Mainframe)**

Security Event Information Management System

**PROPOSED HARDWARE EXAMPLES (Desktop, Laptop, Tablets, Servers, Mainframes, Printers and Monitors )**

50 small printers

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**

Agency name:  
**Secretary of State**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>				
	5 large printers						
	50 PC's						
	100 Scanners						
<b>DEVELOPMENT COST AND OTHER COSTS</b>							
	50 small printers @200 = \$10,000						
	5 large printers @\$2,500=\$12,500						
	50 PC's @ \$1,000 = \$50,000						
	100 Scanners @ \$500=\$50,000						
	Security Event Information Management System = \$50,000						
	Total = approx. \$200,000 (\$100K in FY '18 and \$100K in FY '19)						
<b>TYPE OF PROJECT</b>							
Acquisition and Refresh of Hardware and Software							
<b>ALTERNATIVE ANALYSIS</b>							
N/A							
<b>ESTIMATED IT COST</b>							
<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Total Over Life of Project</b>
\$0	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$200,000

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:27PM

Agency code: 307 Agency name: Secretary of State

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> UB Authority Doc/Filing <b>Item Priority:</b> 2 <b>IT Component:</b> No <b>Anticipated Out-year Costs:</b> Yes <b>Involve Contracts &gt; \$50,000:</b> No <b>Includes Funding for the Following Strategy or Strategies:</b> 01-01-01 File/Reject Statutory Filings		

**OBJECTS OF EXPENSE:**

2009	OTHER OPERATING EXPENSE	600,000	0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$600,000</b>	<b>\$0</b>

**METHOD OF FINANCING:**

997	Other Funds	600,000	0
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$600,000</b>	<b>\$0</b>

**DESCRIPTION / JUSTIFICATION:**

Provide Unexpended Balances transfer between Biennia for Document Filing. Appropriated Receipts for operating expenses related to business and legislative filings, entity and trademark registration, notary services, public official commissions, providing copies of public information, and other document filing activities during the 2018-19

**EXTERNAL/INTERNAL FACTORS:**

Provides agency additional funding. Included in amounts appropriated above in Strategy A.1.1, Document Filing, are unexpended and unobligated balances as of August 31, 2015- 2017 (not to exceed \$600,000 in Appropriated Receipts) for operating expenses related to business and legislative filings, entity and trademark registration, notary services, public official commissions, providing copies of public information, and other document filing activities during the 2018-19

**DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :**

Provide Unexpended Balances transfer between Biennia for Document Filing. Appropriated Receipts for operating expenses related to business and legislative filing, entity and trademark registration, notary services, public official commission, providing copies of public information, and other document filing activities during the 2018-19.

**ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:**

2020	2021	2022
\$600,000	\$0	\$600,000



**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**

Agency name:  
**Secretary of State**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
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**PROPOSED SOFTWARE EXAMPLES (Client-side, server-side, Midrange and Mainframe)**

BEST (Business Entity Secured Transaction) System Application maintenance costs.

**PROPOSED HARDWARE EXAMPLES (Desktop, Laptop, Tablets, Servers, Mainframes, Printers and Monitors )**

n/a

**DEVELOPMENT COST AND OTHER COSTS**

\$150,000 for FY 2018

\$150,000 for FY 2019

**TYPE OF PROJECT**

Daily Operations

**ALTERNATIVE ANALYSIS**

n/a

**ESTIMATED IT COST**

<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Total Over Life of Project</b>
\$0	\$0	\$150,000	\$150,000	\$0	\$0	\$0	\$300,000

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307** Agency name: **Secretary of State**

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> BEST Legacy Remediation <b>Item Priority:</b> 4 <b>IT Component:</b> Yes <b>Anticipated Out-year Costs:</b> No <b>Involve Contracts &gt; \$50,000:</b> No <b>Includes Funding for the Following Strategy or Strategies:</b> 01-01-01 File/Reject Statutory Filings		

**OBJECTS OF EXPENSE:**

5000	CAPITAL EXPENDITURES	485,000	470,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$485,000</b>	<b>\$470,000</b>

**METHOD OF FINANCING:**

1	General Revenue Fund	485,000	470,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$485,000</b>	<b>\$470,000</b>

**DESCRIPTION / JUSTIFICATION:**

Contract resources will assist IT staff in upgrading the commercial off the shelf software associated with the BEST System and other agency technology infrastructure to currently supported versions.

**EXTERNAL/INTERNAL FACTORS:**

If software is not maintained at or near current versions, the software vendors will charge more for support or discontinue support for older versions. Without vendor software support, the security and reliability of the system may be compromised. More current versions of software are also required to consolidate servers. The agency's ability to continue to realize revenue from business and public filings is heavily dependent on maintaining a stable technology infrastructure.

**DESCRIPTION OF IT COMPONENT INCLUDED IN EXCEPTIONAL ITEM:**

Legacy Application Remediation capital project

**IS THIS IT COMPONENT RELATED TO A NEW OR CURRENT PROJECT?**

NEW

**PROPOSED SOFTWARE EXAMPLES (Client-side, server-side, Midrange and Mainframe)**

- Replace inbound fax in BEST
- Upgrade document management/workflow engine
- Upgrade and modernize agency client application
- Migrate agency Access databases to Oracle

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**

Agency name:  
**Secretary of State**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
-------------	--------------------	------------------	------------------

**PROPOSED HARDWARE EXAMPLES (Desktop, Laptop, Tablets, Servers, Mainframes, Printers and Monitors )**

n/a

**DEVELOPMENT COST AND OTHER COSTS**

Replace inbound fax in BEST = \$15,000  
 Upgrade document management/workflow engine = \$445,000  
 Upgrade and modernize agency client application = \$380,000  
 Migrate agency Access databases to Oracle = \$115,000  
 Total = approx.. \$955,000 (\$485K FY '18 and \$470K FY '19)

**TYPE OF PROJECT**

Acquisition and Refresh of Hardware and Software

**ALTERNATIVE ANALYSIS**

n/a

**ESTIMATED IT COST**

<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Total Over Life of Project</b>
\$0	\$0	\$485,000	\$470,000	\$0	\$0	\$0	\$955,000

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:27PM

Agency code: 307 Agency name: Secretary of State

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> TEAM maintenance <b>Item Priority:</b> 5 <b>IT Component:</b> No <b>Anticipated Out-year Costs:</b> Yes <b>Involve Contracts &gt; \$50,000:</b> Yes <b>Includes Funding for the Following Strategy or Strategies:</b> 02-01-01 Provide Statewide Elections Administration		

**OBJECTS OF EXPENSE:**

2009	OTHER OPERATING EXPENSE	0	500,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$0</b>	<b>\$500,000</b>

**METHOD OF FINANCING:**

1	General Revenue Fund	0	500,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$0</b>	<b>\$500,000</b>

**DESCRIPTION / JUSTIFICATION:**

The federal Help America Vote Act of 2002 (HAVA) required each state to develop and maintain an electronic voter registration database. The Congress also appropriated funds for that purpose and granted those to the states. Texas has developed a HAVA compliant electronic voter registration database and continues to maintain it. Both the development and maintenance of this federally required system have been funded by federal funds thus far. Our office has been frugal with the federal money and we have enough funds left to maintain the HAVA voter registration database through most of the next biennium

**EXTERNAL/INTERNAL FACTORS:**

The Office has a contract with an outside vendor, PCC Technology Group, for just under 1.5 million a year for maintenance expenses. The \$500,000 the Office is requesting in this exceptional item is to complete the maintenance expenses through FY 2019.

If funding is not obtained maintenance expenses toward the end of FY 2019 will be jeopardized.

**DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :**

Request funding for TEAM (Texas Election Administration Management) in the amount of \$500,000.00 for FY 2019.

The federal HELP American Vote Act of 2002 (HAVA) required each state to develop and maintain an electronic voter registration database. The Congress also appropriated funds for the purpose and granted those to the states. Texas has developed a HAVA compliant electronic voter registration database and continues to maintain it. Both the development and maintenance of this federally required system have been funded by federal funds thus far. Our office has been frugal with the federal money and we have enough funds left to maintain the HAVA voter registration database through most of the next biennium. The Office has a contact with an outside vendor, PCC Technology Group, for just under 1.5 million a year for maintenance expenses. The \$500,000 the Office is requested in this exceptional item is to complete the maintenance expenses through FY 2019. Thereafter, the ongoing expense will be 3 million dollars each biennium. Our contract with PCC Technology was for seven years with a three

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**

Agency name:  
**Secretary of State**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
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year option. It began in calendar year 2015. These maintenance expenses will be stable through calendar year 2025 assuming our Office exercises each of its three annual options.

**ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:**

<b>2020</b>	<b>2021</b>	<b>2022</b>
<hr/>	<hr/>	<hr/>
\$0	\$0	\$0

**APPROXIMATE PERCENTAGE OF EXCEPTIONAL ITEM :** 100.00%

**CONTRACT DESCRIPTION :**

This is a maintenance contract with PCC Corporation to maintain the Texas Election Administration Management System to fulfill the Federal Mandate.

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:27PM

Agency code: 307 Agency name: Secretary of State

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> Centralized Accounting and Payroll/Personnel System Accounting and Payroll/Personnel System Conversion <b>Item Priority:</b> 6 <b>IT Component:</b> Yes <b>Anticipated Out-year Costs:</b> No <b>Involve Contracts &gt; \$50,000:</b> No <b>Includes Funding for the Following Strategy or Strategies:</b> 04-01-01 Indirect Administration		

**OBJECTS OF EXPENSE:**

5000	CAPITAL EXPENDITURES	200,000	200,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$200,000</b>	<b>\$200,000</b>

**METHOD OF FINANCING:**

1	General Revenue Fund	200,000	200,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$200,000</b>	<b>\$200,000</b>

**FULL-TIME EQUIVALENT POSITIONS (FTE):**

2.00	2.00
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**DESCRIPTION / JUSTIFICATION:**

The Comptroller's Office selected SOS to convert from the Texas Uniform Statewide Accounting System and the Uniform Statewide Payroll/Personnel System legacy systems to the new Centralized Accounting and Payroll/Personnel System (CAPPS) in the 2018-19 biennium. The CAPPS project will support the Enterprise Resource Planning's mission for all state agencies to achieve transparency in state government operations and funding. Furthermore, CAPPS will replace the current manual, labor intensive budgeting process and provide decision makers seamless access to financial tools necessary to make informed decisions. While the Comptroller's Office will be submitting a consolidated request to fund the conversion and deployment costs for CAPPS, SOS will also need two temporary FTE's and contracted training classes to facilitate a successful deployment of the CAPPS system. SOS is requesting two temporary FTEs and \$200,000 for fiscal year 2018 and two temporary FTEs and \$200,000 for fiscal year 2019.

**EXTERNAL/INTERNAL FACTORS:**

The conversion to a new financial and human resource system will require significant investments of time from current personnel over the life of the project. These time commitments are beyond the current

**DESCRIPTION OF IT COMPONENT INCLUDED IN EXCEPTIONAL ITEM:**

CAPPS capital Project.

We are requesting 2 FTS's and \$200,000 for fiscal year 2018 and \$200,000 for fiscal year 2019. The conversion to a new financial and human resource system will require significant investment of time from current personnel over the life of the project. These time commitments are beyond the current staffing capacities needed to maintain current Financial Service and Human Resources processes.

One additional FTE for Financial and Human Resources each will allow both divisions to continue to provide the same level of customer service and with little to no impact on performance measures. The CPA is requested funds for system implementation at SOS, so this exceptional item is to cover the Agency's internal cost for temporary staff

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**

Agency name:  
**Secretary of State**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
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for backfilling key subject matter expert (SME) positions involved in the planning and implementation, and training staff for agency employees at each state of system implementation at the agency.

**IS THIS IT COMPONENT RELATED TO A NEW OR CURRENT PROJECT?**

NEW

**PROPOSED SOFTWARE EXAMPLES (Client-side, server-side, Midrange and Mainframe)**

N/A

**PROPOSED HARDWARE EXAMPLES (Desktop, Laptop, Tablets, Servers, Mainframes, Printers and Monitors )**

N/A

**DEVELOPMENT COST AND OTHER COSTS**

\$200,000 for FY 2018

\$200,000 for FY 2019

**TYPE OF PROJECT**

CAPPS

**ALTERNATIVE ANALYSIS**

N/A

**ESTIMATED IT COST**

<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Total Over Life of Project</b>
\$0	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$400,000

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:27PM

Agency code: 307 Agency name: Secretary of State

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> Military Voting Pilot Project <b>Item Priority:</b> 7 <b>IT Component:</b> No <b>Anticipated Out-year Costs:</b> No <b>Involve Contracts &gt; \$50,000:</b> Yes <b>Includes Funding for the Following Strategy or Strategies:</b> 02-01-01 Provide Statewide Elections Administration		

**OBJECTS OF EXPENSE:**

2009	OTHER OPERATING EXPENSE	250,000	0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$250,000</b>	<b>\$0</b>

**METHOD OF FINANCING:**

1	General Revenue Fund	250,000	0
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$250,000</b>	<b>\$0</b>

**DESCRIPTION / JUSTIFICATION:**

The legislature instituted a pilot program for electronic return of voted ballots from military voters in hostile pay zones in the 83rd legislature. It was one count (Bexar) for election year 2014. Texas Election Code 101.004 requires the Secretary to institute a program that provides secure processing of the returned ballots. This could not be accomplished securely and efficiently utilizing Agency resources. Accordingly, a Request for Proposal was issued but resulted in cost quotes that were outside of the range of the Agency's existing budget, which did not include an appropriation for this program.

**EXTERNAL/INTERNAL FACTORS:**

The cost associated with obtaining a vendor with a secure server were not available in the agency's existing budget. No funds were appropriated. If funds are not obtained to secure vendor the agency would not be able to cover the expense of a pilot program in three selected counties for the 2018 election cycle.

**APPROXIMATE PERCENTAGE OF EXCEPTIONAL ITEM :** 100.00%

**CONTRACT DESCRIPTION :**

The legislature instituted a pilot program for electronic return of voted ballots from military voters in hostile pay zones in the 83rd legislature. It was one county (Bexar) for election year 2014. That pilot program used regular email return of ballots and mitigated the security risk by creating a new email in box at Bexar County election for single use in each election and gave the address only to military voters in the hostile pay zones. Unfortunately only a small number of voters used the correct email inbox and a slightly larger number used the general elections email address. Thus the program was not secure. In the 84th legislative session, the pilot program was extended through 2016.

**4.A. Exceptional Item Request Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307** Agency name: **Secretary of State**

CODE	DESCRIPTION	Excp 2018	Excp 2019
	<b>Item Name:</b> Public Information Reports <b>Item Priority:</b> 8 <b>IT Component:</b> No <b>Anticipated Out-year Costs:</b> No <b>Involve Contracts &gt; \$50,000:</b> Yes <b>Includes Funding for the Following Strategy or Strategies:</b> 01-01-01 File/Reject Statutory Filings		

**OBJECTS OF EXPENSE:**

2001	PROFESSIONAL FEES AND SERVICES	60,000	60,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$60,000</b>	<b>\$60,000</b>

**METHOD OF FINANCING:**

1	General Revenue Fund	60,000	60,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$60,000</b>	<b>\$60,000</b>

**DESCRIPTION / JUSTIFICATION:**

Agency is requesting \$60,000 in General Revenue funds in each fiscal year of the 2018-19 biennium to cover the increase in cost associated with processing of Public Information Reports filed under Chapter 171 of the Tax Code. The increase in cost is due to the increase in reports resulting from the enactment of HB 2891, effective January 1, 2016, by the 84th Legislature.

**EXTERNAL/INTERNAL FACTORS:**

The cost associated with processing of Public Information Reports filed under Chapter 171 of the Tax Code have increased. HB 2891 also expanded the types of business entities subject to filing the Public Information Report, which are indexed and processed by Business Filings.

**APPROXIMATE PERCENTAGE OF EXCEPTIONAL ITEM :** 100.00%

**CONTRACT DESCRIPTION :**

Agency is requesting \$60,000 in General Revenue in each fiscal year of the 2018-19 biennium to cover the increase in cost associated with processing of Public Information Reports filed under Chapter 171 of the Tax Code. The increase in cost is due to the increase in reports resulting from the enactment of HB 2891, effective January 1, 2016, by the 84th Legislature. HB 2891 expanded the types of business entities subject to filing the Public Information Report, which are indexed and processed by Business Filings.

**4.B. Exceptional Items Strategy Allocation Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**                      Agency name: **Secretary of State**

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> Information Technology hardware and software			
<b>Allocation to Strategy:</b> 4-1-1 Indirect Administration			
<b>OBJECTS OF EXPENSE:</b>			
5000	CAPITAL EXPENDITURES	100,000	100,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$100,000</b>	<b>\$100,000</b>
<b>METHOD OF FINANCING:</b>			
997	Other Funds	100,000	100,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$100,000</b>	<b>\$100,000</b>

**4.B. Exceptional Items Strategy Allocation Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**                      Agency name: **Secretary of State**

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> UB Authority Doc/Filing			
<b>Allocation to Strategy:</b> 1-1-1 File/Reject Statutory Filings			
<b>OBJECTS OF EXPENSE:</b>			
2009	OTHER OPERATING EXPENSE	600,000	0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$600,000</b>	<b>\$0</b>
<b>METHOD OF FINANCING:</b>			
997	Other Funds	600,000	0
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$600,000</b>	<b>\$0</b>

**4.B. Exceptional Items Strategy Allocation Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**                      Agency name: **Secretary of State**

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> BEST Software Maintenance			
<b>Allocation to Strategy:</b> 1-1-1 File/Reject Statutory Filings			
<b>OBJECTS OF EXPENSE:</b>			
2001	PROFESSIONAL FEES AND SERVICES	150,000	150,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$150,000</b>	<b>\$150,000</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	150,000	150,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$150,000</b>	<b>\$150,000</b>

**4.B. Exceptional Items Strategy Allocation Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307**                      Agency name: **Secretary of State**

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> BEST Legacy Remediation			
<b>Allocation to Strategy:</b> 1-1-1 File/Reject Statutory Filings			
<b>OBJECTS OF EXPENSE:</b>			
5000	CAPITAL EXPENDITURES	485,000	470,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$485,000</b>	<b>\$470,000</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	485,000	470,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$485,000</b>	<b>\$470,000</b>

Agency code: 307 Agency name: Secretary of State

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b>	TEAM maintenance		
<b>Allocation to Strategy:</b>	2-1-1 Provide Statewide Elections Administration		
<b>OBJECTS OF EXPENSE:</b>			
2009	OTHER OPERATING EXPENSE	0	500,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$0</b>	<b>\$500,000</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	0	500,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$0</b>	<b>\$500,000</b>

Agency code: 307 Agency name: Secretary of State

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> Centralized Accounting and Payroll/Personnel System Accounting and Payroll/Personnel System Conversion			
<b>Allocation to Strategy:</b> 4-1-1 Indirect Administration			
<b>OBJECTS OF EXPENSE:</b>			
5000	CAPITAL EXPENDITURES	200,000	200,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$200,000</b>	<b>\$200,000</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	200,000	200,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$200,000</b>	<b>\$200,000</b>
<b>FULL-TIME EQUIVALENT POSITIONS (FTE):</b>		2.0	2.0

Agency code: 307 Agency name: Secretary of State

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b> Military Voting Pilot Project			
<b>Allocation to Strategy:</b> 2-1-1 Provide Statewide Elections Administration			
<b>OBJECTS OF EXPENSE:</b>			
2009	OTHER OPERATING EXPENSE	250,000	0
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$250,000</b>	<b>\$0</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	250,000	0
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$250,000</b>	<b>\$0</b>

**4.B. Exceptional Items Strategy Allocation Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME: **4:40:27PM**

Agency code: **307** Agency name: **Secretary of State**

Code	Description	Excp 2018	Excp 2019
<b>Item Name:</b>	Public Information Reports		
<b>Allocation to Strategy:</b>	1-1-1 File/Reject Statutory Filings		
<b>OBJECTS OF EXPENSE:</b>			
2001	PROFESSIONAL FEES AND SERVICES	60,000	60,000
<b>TOTAL, OBJECT OF EXPENSE</b>		<b>\$60,000</b>	<b>\$60,000</b>
<b>METHOD OF FINANCING:</b>			
1	General Revenue Fund	60,000	60,000
<b>TOTAL, METHOD OF FINANCING</b>		<b>\$60,000</b>	<b>\$60,000</b>

**4.C. Exceptional Items Strategy Request**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

**DATE: 8/29/2016**  
**TIME: 4:40:28PM**

Agency Code: **307** Agency name: **Secretary of State**

GOAL: 1 Provide and Process Information Efficiently; Enforce Laws/Rules

OBJECTIVE: 1 Process Documents & Provide Accurate & Reliable Info on a Timely Basis

STRATEGY: 1 File/Reject Statutory Filings

Service Categories:

Service: 17 Income: A.2 Age: B.3

<b>CODE DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
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**OBJECTS OF EXPENSE:**

2001 PROFESSIONAL FEES AND SERVICES	210,000	210,000
2009 OTHER OPERATING EXPENSE	600,000	0
5000 CAPITAL EXPENDITURES	485,000	470,000
<b>Total, Objects of Expense</b>	<b>\$1,295,000</b>	<b>\$680,000</b>

**METHOD OF FINANCING:**

1 General Revenue Fund	695,000	680,000
997 Other Funds	600,000	0
<b>Total, Method of Finance</b>	<b>\$1,295,000</b>	<b>\$680,000</b>

**EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:**

UB Authority Doc/Filing  
 BEST Software Maintenance  
 BEST Legacy Remediation  
 Public Information Reports

**4.C. Exceptional Items Strategy Request**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

**DATE: 8/29/2016**  
**TIME: 4:40:28PM**

Agency Code: **307** Agency name: **Secretary of State**

GOAL: 2 Maintain Uniformity & Integrity of Elections; Oversee Election Process

OBJECTIVE: 1 Interpret Elect Laws/HAVA; Publish Const Amends; Reimburse Elect Costs

Service Categories:

STRATEGY: 1 Provide Statewide Elections Administration

Service: 07 Income: A.2 Age: B.3

<b>CODE DESCRIPTION</b>	<b>Excp 2018</b>	<b>Excp 2019</b>
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**OBJECTS OF EXPENSE:**

2009 OTHER OPERATING EXPENSE	250,000	500,000
<b>Total, Objects of Expense</b>	<b>\$250,000</b>	<b>\$500,000</b>

**METHOD OF FINANCING:**

1 General Revenue Fund	250,000	500,000
<b>Total, Method of Finance</b>	<b>\$250,000</b>	<b>\$500,000</b>

**EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:**

TEAM maintenance

Military Voting Pilot Project

**4.C. Exceptional Items Strategy Request**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

**DATE: 8/29/2016**  
**TIME: 4:40:28PM**

Agency Code: **307** Agency name: **Secretary of State**

GOAL: 4 Indirect Administration  
 OBJECTIVE: 1 Indirect Administration  
 STRATEGY: 1 Indirect Administration

Service Categories:  
 Service: 09 Income: A.2 Age: B.3

<b>CODE DESCRIPTION</b>	<b>Exp 2018</b>	<b>Exp 2019</b>
-------------------------	-----------------	-----------------

**OBJECTS OF EXPENSE:**

5000 CAPITAL EXPENDITURES	300,000	300,000
<b>Total, Objects of Expense</b>	<b>\$300,000</b>	<b>\$300,000</b>

**METHOD OF FINANCING:**

1 General Revenue Fund	200,000	200,000
997 Other Funds	100,000	100,000
<b>Total, Method of Finance</b>	<b>\$300,000</b>	<b>\$300,000</b>

**FULL-TIME EQUIVALENT POSITIONS (FTE):** 2.0 2.0

**EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:**

Information Technology hardware and software  
 Centralized Accounting and Payroll/Personnel System Accounting and Payroll/Personnel System Conversion

**5.A. Capital Budget Project Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME : **4:40:28PM**

Agency code: **307**

Agency name: **Secretary of State**

**Category Code / Category Name**

*Project Sequence/Project Id/ Name*

<b>OOE / TOF / MOF CODE</b>		<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
<b>5005 Acquisition of Information Resource Technologies</b>					
<i>1/1 Acquisition of Information Resource Technologies</i>					
<b>OBJECTS OF EXPENSE</b>					
<u>Capital</u>					
General	5000 CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0
	Capital Subtotal OOE, Project 1	\$0	\$0	\$0	\$0
	Subtotal OOE, Project 1	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TYPE OF FINANCING</b>					
<u>Capital</u>					
General	CA 997 Other Funds	\$0	\$0	\$0	\$0
	Capital Subtotal TOF, Project 1	\$0	\$0	\$0	\$0
	Subtotal TOF, Project 1	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>2/2 Data Center Consolidation</i>					
<b>OBJECTS OF EXPENSE</b>					
<u>Capital</u>					
General	2001 PROFESSIONAL FEES AND SERVICES	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
	Capital Subtotal OOE, Project 2	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
	Subtotal OOE, Project 2	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
<b>TYPE OF FINANCING</b>					
<u>Capital</u>					
General	CA 1 General Revenue Fund	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057

**5.A. Capital Budget Project Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME : **4:40:28PM**

Agency code: **307**

Agency name: **Secretary of State**

**Category Code / Category Name**

*Project Sequence/Project Id/ Name*

<b>OOE / TOF / MOF CODE</b>		<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
Capital Subtotal TOF, Project	2	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
Subtotal TOF, Project	2	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
<i>3/3 Legacy Application Remediation</i>					
<b>OBJECTS OF EXPENSE</b>					
<u>Capital</u>					
General	5000 CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0
Capital Subtotal OOE, Project	3	\$0	\$0	\$0	\$0
Subtotal OOE, Project	3	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TYPE OF FINANCING</b>					
<u>Capital</u>					
General	CA 1 General Revenue Fund	\$0	\$0	\$0	\$0
Capital Subtotal TOF, Project	3	\$0	\$0	\$0	\$0
Subtotal TOF, Project	3	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Capital Subtotal, Category	5005	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
Informational Subtotal, Category	5005				
<b>Total, Category</b>	<b>5005</b>	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
<b>AGENCY TOTAL -CAPITAL</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
<b>AGENCY TOTAL -INFORMATIONAL</b>					
<b>AGENCY TOTAL</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>

**5.A. Capital Budget Project Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **8/29/2016**  
 TIME : **4:40:28PM**

Agency code: **307**

Agency name: **Secretary of State**

**Category Code / Category Name**

*Project Sequence/Project Id/ Name*

<b>OOE / TOF / MOF CODE</b>		<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
<b>METHOD OF FINANCING:</b>					
<u>Capital</u>					
General	1 General Revenue Fund	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
General	997 Other Funds	\$0	\$0	\$0	\$0
Total, Method of Financing-Capital		\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
<b>Total, Method of Financing</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
<b>TYPE OF FINANCING:</b>					
<u>Capital</u>					
General	CA CURRENT APPROPRIATIONS	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
Total, Type of Financing-Capital		\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
<b>Total, Type of Financing</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>

**5.B. Capital Budget Project Information**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:29PM

Agency Code:	<b>307</b>	Agency name:	<b>Secretary of State</b>
Category Number:	<b>5005</b>	Category Name:	<b>ACQUISITN INFO RES TECH.</b>
Project number:	<b>1</b>	Project Name:	<b>Acquisition of Info. Resources Tech</b>

**PROJECT DESCRIPTION**

**General Information**

Printers, scanners, and PC's for the agency and a software application, security event information management system.

**Number of Units / Average Unit Cost** \$976.00 for hardware and \$50,000 for software

**Estimated Completion Date** 8/31/19

<b>Additional Capital Expenditure Amounts Required</b>	<b>2020</b>	<b>2021</b>
	0	0

**Type of Financing** CA CURRENT APPROPRIATIONS

**Projected Useful Life** % years

**Estimated/Actual Project Cost** \$200,000

**Length of Financing/ Lease Period** n/a

<b><u>ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS</u></b>					<b>Total over project life</b>
2018	2019	2020	2021		
0	0	0	0		0

<b><u>REVENUE GENERATION / COST SAVINGS</u></b>		
<b><u>REVENUE COST FLAG</u></b>	<b><u>MOF CODE</u></b>	<b><u>AVERAGE AMOUNT</u></b>

**Explanation:** 50 small printers, 5 large printers, 5 PC's, 100 scanners and software application package named Security Event Information Management System.

**Project Location:** Agency wide roll out.

**Beneficiaries:** To the agency

**Frequency of Use and External Factors Affecting Use:**

Daily use

**5.B. Capital Budget Project Information**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:29PM

Agency Code:	<b>307</b>	Agency name:	<b>Secretary of State</b>
Category Number:	<b>5005</b>	Category Name:	<b>ACQUISITN INFO RES TECH.</b>
Project number:	<b>2</b>	Project Name:	<b>Data Center Consolidation</b>

**PROJECT DESCRIPTION**

**General Information**

Data Center Consolidation Project

**Number of Units / Average Unit Cost** \$1,993,471 for FY 2018 and \$2,193,057 for FY 2019

**Estimated Completion Date** 8/31/19

<b>Additional Capital Expenditure Amounts Required</b>	<b>2020</b>	<b>2021</b>
	0	0

**Type of Financing** CA CURRENT APPROPRIATIONS

**Projected Useful Life** 2 years

**Estimated/Actual Project Cost** \$4,000,000

**Length of Financing/ Lease Period** n/a

**ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS**

<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total over project life</b>
0	0	0	0	0

<b><u>REVENUE GENERATION / COST SAVINGS</u></b>		
<b><u>REVENUE COST FLAG</u></b>	<b><u>MOF CODE</u></b>	<b><u>AVERAGE AMOUNT</u></b>

**Explanation:** General data computing service center.

**Project Location:** Department of Information Resources

**Beneficiaries:** To the agency

**Frequency of Use and External Factors Affecting Use:**

Daily

**5.B. Capital Budget Project Information**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/29/2016  
 TIME: 4:40:29PM

Agency Code:	<b>307</b>	Agency name:	<b>Secretary of State</b>
Category Number:	<b>5005</b>	Category Name:	<b>ACQUISITN INFO RES TECH.</b>
Project number:	<b>3</b>	Project Name:	<b>Legacy Application Remediation</b>

**PROJECT DESCRIPTION**

**General Information**

These are upgrades to the Business Entity Secured Transaction System (BEST) to record business transaction information.

**Number of Units / Average Unit Cost** \$485,000 for FY 18 and \$470,000 for FY 19

**Estimated Completion Date** 8/31/19

<b>Additional Capital Expenditure Amounts Required</b>	<b>2020</b>	<b>2021</b>
	0	0

**Type of Financing** CA CURRENT APPROPRIATIONS

**Projected Useful Life** 5 years

**Estimated/Actual Project Cost** \$955,000

**Length of Financing/ Lease Period** n/a

**ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS**

<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total over project life</b>
0	0	0	0	0

**REVENUE GENERATION / COST SAVINGS**

<b><u>REVENUE COST FLAG</u></b>	<b><u>MOF CODE</u></b>	<b><u>AVERAGE AMOUNT</u></b>
---------------------------------	------------------------	------------------------------

**Explanation:** To upgrade the inbound fax capacity and upgrade the document management system also upgrade the client application and migrate all access data systems to Oracle.

**Project Location:** Secretary of State - Austin, TX

**Beneficiaries:** To the Agency

**Frequency of Use and External Factors Affecting Use:**

Daily use

Agency code: 307 Agency name: Secretary of State

Category Code/Name

*Project Sequence/Project Id/Name*

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019	
<b>5005 Acquisition of Information Resource Technologies</b>						
<i>1/1 Acquisition of Info. Resources Tech</i>						
<b><u>GENERAL BUDGET</u></b>						
Capital	4-1-1	INDIRECT ADMINISTRATION	0	0	\$0	\$0
		TOTAL, PROJECT	\$0	\$0	\$0	\$0
<i>2/2 Data Center Consolidation</i>						
<b><u>GENERAL BUDGET</u></b>						
Capital	4-1-1	INDIRECT ADMINISTRATION	1,527,456	1,579,120	1,993,471	2,193,057
		TOTAL, PROJECT	\$1,527,456	\$1,579,120	\$1,993,471	\$2,193,057
<i>3/3 Legacy Application Remediation</i>						
<b><u>GENERAL BUDGET</u></b>						
Capital	1-1-1	DOCUMENT FILING	0	0	0	0
		TOTAL, PROJECT	\$0	\$0	\$0	\$0
		<b>TOTAL CAPITAL, ALL PROJECTS</b>	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>
		<b>TOTAL INFORMATIONAL, ALL PROJECTS</b>				
		<b>TOTAL, ALL PROJECTS</b>	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>\$1,993,471</b>	<b>\$2,193,057</b>

307 Secretary of State

Category Code/Name

Project Sequence/Name

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019
<b>5005 Acquisition of Information Resource Technologies</b>					
<i>1 Acquisition of Info. Resources Tech</i>					
<b>OOE</b>					
<b>Capital</b>					
<b>4-1-1 INDIRECT ADMINISTRATION</b>					
<u>General Budget</u>					
5000	CAPITAL EXPENDITURES	0	0	0	0
<b>TOTAL, OOE's</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>
<b>MOF</b>					
<b>OTHER FUNDS</b>					
<b>Capital</b>					
<b>4-1-1 INDIRECT ADMINISTRATION</b>					
<u>General Budget</u>					
997	Other Funds	0	0	0	0
<b>TOTAL, OTHER FUNDS</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>
<b>TOTAL, MOF's</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>

307 Secretary of State

Category Code/Name

Project Sequence/Name

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019
<b>2 Data Center Consolidation</b>					
<b>OOE</b>					
<b>Capital</b>					
<b>4-1-1 INDIRECT ADMINISTRATION</b>					
<b><u>General Budget</u></b>					
2001	PROFESSIONAL FEES AND SERVICES	1,527,456	1,579,120	1,993,471	2,193,057
<b>TOTAL, OOE's</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>1,993,471</b>	<b>2,193,057</b>
<b>MOF</b>					
<b>GENERAL REVENUE FUNDS</b>					
<b>Capital</b>					
<b>4-1-1 INDIRECT ADMINISTRATION</b>					
<b><u>General Budget</u></b>					
1	General Revenue Fund	1,527,456	1,579,120	1,993,471	2,193,057
<b>TOTAL, GENERAL REVENUE FUNDS</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>1,993,471</b>	<b>2,193,057</b>
<b>TOTAL, MOFs</b>		<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>1,993,471</b>	<b>2,193,057</b>

307 Secretary of State

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
<b>3 Legacy Application Remediation</b>					
<b>OOE</b>					
<b>Capital</b>					
<b>1-1-1 DOCUMENT FILING</b>					
<b><u>General Budget</u></b>					
5000	CAPITAL EXPENDITURES	0	0	0	0
<b>TOTAL, OOE's</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>
<b>MOF</b>					
<b>GENERAL REVENUE FUNDS</b>					
<b>Capital</b>					
<b>1-1-1 DOCUMENT FILING</b>					
<b><u>General Budget</u></b>					
1	General Revenue Fund	0	0	0	0
<b>TOTAL, GENERAL REVENUE FUNDS</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>
<b>TOTAL, MOF's</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>

**307 Secretary of State**

	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
<b>CAPITAL</b>				
<u><b>General Budget</b></u>				
GENERAL REVENUE FUNDS	\$1,527,456	\$1,579,120	1,993,471	2,193,057
OTHER FUNDS	\$0	\$0	0	0
<b>TOTAL, GENERAL BUDGET</b>	<b>1,527,456</b>	<b>1,579,120</b>	<b>1,993,471</b>	<b>2,193,057</b>
<b>TOTAL, ALL PROJECTS</b>	<b>\$1,527,456</b>	<b>\$1,579,120</b>	<b>1,993,471</b>	<b>2,193,057</b>

**6.A. Historically Underutilized Business Supporting Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

Date: **8/29/2016**  
 Time: **4:40:31PM**

Agency Code: **307**      Agency: **Secretary of State**

COMPARISON TO STATEWIDE HUB PROCUREMENT GOALS

**A. Fiscal Year 2014 - 2015 HUB Expenditure Information**

Statewide HUB Goals	Procurement Category	% Goal	HUB Expenditures FY 2014			Total Expenditures FY 2014		HUB Expenditures FY 2015			Total Expenditures FY 2015	
			% Actual	Diff	Actual \$	% Goal	% Actual	Diff	Actual \$	% Goal	Actual \$	
32.9%	Special Trade	32.9 %	0.0%	-32.9%	\$0	\$0	32.9 %	0.0%	-32.9%	\$0	\$0	
23.7%	Professional Services	23.7 %	0.0%	-23.7%	\$0	\$61,703	23.7 %	6,872.3%	848.6%	\$3,496,086	\$50,872	
26.0%	Other Services	26.0 %	43.3%	17.3%	\$1,727,117	\$3,992,579	26.0 %	4.0%	-22.0%	\$314,157	\$7,901,060	
21.1%	Commodities	21.1 %	45.8%	24.7%	\$247,868	\$541,157	21.1 %	700.2%	679.1%	\$3,810,243	\$544,138	
	<b>Total Expenditures</b>		<b>43.0%</b>		<b>\$1,974,985</b>	<b>\$4,595,439</b>		<b>89.7%</b>		<b>\$7,620,486</b>	<b>\$8,496,070</b>	

**B. Assessment of Fiscal Year 2014 - 2015 Efforts to Meet HUB Procurement Goals**

**Attainment:**

The agency was rated 3rd overall in 2015 for the top twenty-five agencies spending more than 5 million with the largest percentage spend with HUBS. The agency would have been close to the same in 2014 but did not qualify for list since we did spend 5 million.

**Applicability:**

The agency had no expenditures in FY 2014 or 2015 toward "construction" and no expenditures in "special trades" for FY 2014 or FY 2015

**Factors Affecting Attainment:**

In 2014, our agency entered into a 7 year contract for \$14,05,327.00 from this amount we're only receiving 33% for HUBS.

**"Good-Faith" Efforts:**

Continue to attend & be involved with HUB Fairs & events.

**6.C. Federal Funds Supporting Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

8/29/2016 4:40:31PM

		<b>307 Secretary of State</b>				
<b>CFDA NUMBER/ STRATEGY</b>		<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
<b>39.011.000</b>	Election Reform Payments					
2 - 1 - 4	ELECTIONS IMPROVEMENT	7,191,614	2,623,720	1,971,860	1,840,568	1,097,719
<b>TOTAL, ALL STRATEGIES</b>		<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>ADDL FED FNDS FOR EMPL BENEFITS</b>		0	0	0	0	0
<b>TOTAL, FEDERAL FUNDS</b>		<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>ADDL GR FOR EMPL BENEFITS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

CFDA NUMBER/ STRATEGY	307 Secretary of State Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b><u>SUMMARY LISTING OF FEDERAL PROGRAM AMOUNTS</u></b>					
39.011.000 Election Reform Payments	7,191,614	2,623,720	1,971,860	1,840,568	1,097,719
<b>TOTAL, ALL STRATEGIES</b>	<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>TOTAL , ADDL FED FUNDS FOR EMPL BENEFITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL, FEDERAL FUNDS</b>	<b>\$7,191,614</b>	<b>\$2,623,720</b>	<b>\$1,971,860</b>	<b>\$1,840,568</b>	<b>\$1,097,719</b>
<b>TOTAL, ADDL GR FOR EMPL BENEFITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**SUMMARY OF SPECIAL CONCERNS/ISSUES**

**Assumptions and Methodology:**

Federal Funds will be exhausted during fiscal year 2019.

**Potential Loss:**

The federal funding of this program will not be continued. Therefore the federally mandated Voter Registration System will need to be funded by General Revenue in the future years.

**6.D. Federal Funds Tracking Schedule**

DATE: 8/29/2016

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

TIME : 4:40:32PM

Agency code: 307

Agency name: Secretary of State

<b>Federal FY</b>	<b>Award Amount</b>	<b>Expended SFY 2013</b>	<b>Expended SFY 2014</b>	<b>Expended SFY 2015</b>	<b>Expended SFY 2016</b>	<b>Expended SFY 2017</b>	<b>Budgeted SFY 2018</b>	<b>Estimated SFY 2019</b>	<b>Total</b>	<b>Difference from Award</b>
<b>CFDA 39.011.000 Election Reform Payments</b>										
2003	\$23,476,116	\$15,147,915	\$743,002	\$1,383,935	\$1,851,264	\$1,450,000	\$1,450,000	\$1,450,000	\$23,476,116	\$0
<b>Total</b>	<b>\$23,476,116</b>	<b>\$15,147,915</b>	<b>\$743,002</b>	<b>\$1,383,935</b>	<b>\$1,851,264</b>	<b>\$1,450,000</b>	<b>\$1,450,000</b>	<b>\$1,450,000</b>	<b>\$23,476,116</b>	<b>\$0</b>
<hr/>										
<b>Empl. Benefit Payment</b>		\$0	\$0	\$0	\$440,189	\$0	\$0	\$0	\$440,189	

**6.E. Estimated Revenue Collections Supporting Schedule**  
 85th Regular Session, Agency Submission, Version 1  
 Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **307** Agency name: **Secretary of State**

<b>FUND/ACCOUNT</b>	<b>Act 2015</b>	<b>Exp 2016</b>	<b>Exp 2017</b>	<b>Bud 2018</b>	<b>Est 2019</b>
<b><u>666</u> Appropriated Receipts</b>					
Beginning Balance (Unencumbered):	\$1,480,000	\$1,208,000	\$1,300,000	\$1,400,000	\$1,400,000
Estimated Revenue:					
3719 Fees/Copies or Filing of Records	6,565,018	6,647,623	6,647,623	5,949,000	5,949,000
3722 Conf, Semin, & Train Regis Fees	204,687	215,619	215,619	250,000	250,000
3802 Reimbursements-Third Party	981	360	360	1,000	1,000
3879 Credit Card and Related Fees	1,297,940	1,351,080	1,351,080	1,500,000	1,500,000
3975 Unexpended Balance Forward	1,153,849	1,359,032	1,359,032	1,600,000	1,500,000
Subtotal: Actual/Estimated Revenue	9,222,475	9,573,714	9,573,714	9,300,000	9,200,000
<b>Total Available</b>	<b>\$10,702,475</b>	<b>\$10,781,714</b>	<b>\$10,873,714</b>	<b>\$10,700,000</b>	<b>\$10,600,000</b>
<b>DEDUCTIONS:</b>					
0	(9,044,789)	(6,697,311)	(9,167,124)	(9,000,000)	(9,000,000)
<b>Total, Deductions</b>	<b>\$(9,044,789)</b>	<b>\$(6,697,311)</b>	<b>\$(9,167,124)</b>	<b>\$(9,000,000)</b>	<b>\$(9,000,000)</b>
<b>Ending Fund/Account Balance</b>	<b>\$1,657,686</b>	<b>\$4,084,403</b>	<b>\$1,706,590</b>	<b>\$1,700,000</b>	<b>\$1,600,000</b>

**REVENUE ASSUMPTIONS:**

Appropriated receipts include collected fees primarily from copies of records requests. Collections are estimated to be relatively stable in the 2018 - 2019 biennium.

**CONTACT PERSON:**

Vincent Houston

**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: 307 Agency name: Secretary of State

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	

**1 Grants to Counties**

**Category:** Programs - Grant/Loan/Pass-through Reductions

**Item Comment:** This reduction in the grant payments made county voter registrars would require an amendment to the Texas Election Code Section 19.002. To achieve this budget reduction the statutory reimbursement rates would have to be reduced to approximately 90.0 percent of the current rates by the 85th Legislature.

Sec. 19.002. PAYMENTS. (a) Each registrar is entitled to receive the sum of the following amounts:

- (1) 25 cents multiplied by the number of initial registrations certified under Section 19.001(a)(1);
- (2) 40 cents multiplied by the number of canceled registrations certified under Section 19.001(a)(2);
- (3) 40 cents multiplied by the number of updated registrations under Section 19.001(a)(3); and
- (4) in each even-numbered year, 40 cents multiplied by the difference between the number of registered voters and the number of initial registrations certified for the two previous voting years.Strategy: 2-1-5 Payments to Counties for Voter egristration Activity. Estimated.

Strategy: 2-1-5 Payments to Counties for Voter Registration Activity. Estimated.

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$1,105,123	\$561,334	\$1,666,457
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,105,123</b>	<b>\$561,334</b>	<b>\$1,666,457</b>
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,105,123</b>	<b>\$561,334</b>	<b>\$1,666,457</b>

**FTE Reductions (From FY 2018 and FY 2019 Base Request)**

**2 Grants to County Political Parties**

**Category:** Programs - Grant/Loan/Pass-through Reductions

**Item Comment:** This reduction will require legislative action to amend the primary election financing provisions in Election Code Section 173. The Office may serve as a resource to the Legislature should this reduction be considered.

Strategy: 2-1-2 Primary Election Financing; VR Postal Payment to Postal Services

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$1,308,354		\$1,308,354
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**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: 307 Agency name: Secretary of State

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,308,354</b>		<b>\$1,308,354</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,308,354</b>		<b>\$1,308,354</b>	

**FTE Reductions (From FY 2018 and FY 2019 Base Request)**

**3 Publish Constitutional Amendments**

**Category:** Programs - Service Reductions (Other)

**Item Comment:** Publication of explanatory statements in the newspapers of the state is mandated by Article 17, Section 1 of the Texas Constitution. The agency will work cooperatively with the Office of the Attorney General to reduce the length of the explanatory statements to be printed in the newspapers of the state. More concise explanatory statements significantly reduce newspaper publication costs. In the longer run, alternative methods of informing Texas citizens about proposed amendments should be explored.

Strategy: 2-1-3 Publish and Interpret Constitutional Amendments

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$163,653		\$163,653	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,653</b>		<b>\$163,653</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,653</b>		<b>\$163,653</b>	

**FTE Reductions (From FY 2018 and FY 2019 Base Request)**

**4 Program Travel**

**Category:** Programs - Service Reductions (Contracted)

**Item Comment:** Reduction of Travel expenses diminishes the ability of the agency to serve customers including elections administrators, voter registrars, the business, financial, and legal communities, and colonia residents.

Strategy: 1-1-1 File/Reject Statutory Filings

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$1,000	\$1,000	\$2,000	
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**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: **307** Agency name: **Secretary of State**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$2,000</b>	
Strategy: 1-2-1 Publish the Texas Register and the Texas Administrative Code							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$2,200	\$2,200	\$4,400	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,200</b>	<b>\$2,200</b>	<b>\$4,400</b>	
Strategy: 2-1-1 Provide Statewide Elections Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$550	\$550	\$1,100	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$550</b>	<b>\$550</b>	<b>\$1,100</b>	
Strategy: 3-1-1 Provide Protocol Services and Representation on Border Issues							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$39,600	\$56,500	\$96,100	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$39,600</b>	<b>\$56,500</b>	<b>\$96,100</b>	
Strategy: 3-1-2 Improve Physical Living Conditions in Colonias							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$2,200	\$2,200	\$4,400	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,200</b>	<b>\$2,200</b>	<b>\$4,400</b>	
Strategy: 4-1-1 Indirect Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$15,500	\$15,500	\$31,000	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,500</b>	<b>\$15,500</b>	<b>\$31,000</b>	

**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: 307 Agency name: Secretary of State

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,050</b>	<b>\$77,950</b>	<b>\$139,000</b>	
<b>FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							
<b>5 State Agency Administration</b>							
<b>Category:</b> Administrative - FTEs / Layoffs							
<b>Item Comment:</b> The reduction of 6 FTEs in the agency's administrative and support operations results will cause insufficient administrative and financial control and accountability.							
Strategy: 4-1-1 Indirect Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$306,673	\$306,674	\$613,347	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$306,673</b>	<b>\$306,674</b>	<b>\$613,347</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$306,673</b>	<b>\$306,674</b>	<b>\$613,347</b>	
<b>FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							
<b>6 Improve Living Conditions Colonias</b>							
<b>Category:</b> Administrative - FTEs / Layoffs							
<b>Item Comment:</b> The reduction of 1 FTEs in the colonias initiative will reduce the effectiveness of the strategy by limiting the monitoring of funded projects and reducing the capacity to advocate on behalf of colonia residents.							
Strategy: 3-1-2 Improve Physical Living Conditions in Colonias							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$49,063	\$49,063	\$98,126	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,063</b>	<b>\$49,063</b>	<b>\$98,126</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,063</b>	<b>\$49,063</b>	<b>\$98,126</b>	

**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: 307 Agency name: Secretary of State

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<b>FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							
<b>7 Business and Public Filings</b>							
<b>Category:</b> Programs - Service Reductions (FTEs-Layoffs)							
<b>Item Comment:</b> This reduction will decrease the number of documents that can be filed, increase document turnaround time, impede the creation of new business entities, slow collection and deposits of revenue.							
Strategy: 1-1-1 File/Reject Statutory Filings							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$81,033	\$81,034	\$162,067	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$81,033</b>	<b>\$81,034</b>	<b>\$162,067</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$81,033</b>	<b>\$81,034</b>	<b>\$162,067</b>	
<b>FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							
<b>8 State Election Administration</b>							
<b>Category:</b> Programs - Service Reductions (Other)							
<b>Item Comment:</b> This reduction will promote the use of online services for Voter Registration.							
Strategy: 2-1-1 Provide Statewide Elections Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$55,000	\$55,000	\$110,000	
<b>General Revenue Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$110,000</b>	
<b>Item Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$110,000</b>	
<b>FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							
<b>AGENCY TOTALS</b>							

**6.I. Percent Biennial Base Reduction Options**

**10 % REDUCTION**

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/29/2016  
Time: 4:56:45PM

Agency code: **307** Agency name: **Secretary of State**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<b>General Revenue Total</b>				\$3,129,949	\$1,131,055	\$4,261,004	\$4,253,803
<b>GR Dedicated Total</b>							\$7,201
<b>Agency Grand Total</b>	\$0	\$0	\$0	\$3,129,949	\$1,131,055	\$4,261,004	
<b>Difference, Options Total Less Target</b>							
<b>Agency FTE Reductions (From FY 2018 and FY 2019 Base Request)</b>							

7.A. Indirect Administrative and Support Costs

8/29/2016 4:40:34PM

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>1-1-1</b>	<b>File/Reject Statutory Filings</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$1,588,390	\$ 583,280	\$ 2,254,421	\$ 801,107	\$ 1,902,167
1002	OTHER PERSONNEL COSTS	157,928	26,997	137,811	32,902	77,575
2001	PROFESSIONAL FEES AND SERVICES	1,189,346	347,915	1,117,344	499,486	1,281,874
2002	FUELS AND LUBRICANTS	172	135	428	162	384
2003	CONSUMABLE SUPPLIES	12,466	2,789	10,996	3,470	7,689
2004	UTILITIES	10,868	7,286	31,459	9,715	23,067
2005	TRAVEL	38,277	6,753	26,921	7,714	18,240
2006	RENT - BUILDING	19,065	6,268	19,548	7,402	17,575
2007	RENT - MACHINE AND OTHER	9,115	3,787	13,317	4,406	10,160
2009	OTHER OPERATING EXPENSE	321,071	84,633	268,431	83,167	195,250
5000	CAPITAL EXPENDITURES	245,717	0	0	69,390	164,761
<b>Total, Objects of Expense</b>		<b>\$3,592,415</b>	<b>\$1,069,843</b>	<b>\$3,880,676</b>	<b>\$1,518,921</b>	<b>\$3,698,742</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	2,586,539	823,779	3,143,348	1,230,326	2,848,031
666	Appropriated Receipts	1,005,876	246,064	737,328	288,595	850,711
<b>Total, Method of Financing</b>		<b>\$3,592,415</b>	<b>\$1,069,843</b>	<b>\$3,880,676</b>	<b>\$1,518,921</b>	<b>\$3,698,742</b>

Method of Allocation

**7.A. Indirect Administrative and Support Costs**

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Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
<b>1-1-1 File/Reject Statutory Filings</b>					

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

8/29/2016 4:40:34PM

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307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>1-2-1</b>	<b>Publish the Texas Register and the Texas Administrative Code</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$91,808	\$ 36,121	\$ 129,173	\$ 55,763	\$ 124,852
1002	OTHER PERSONNEL COSTS	9,128	1,672	7,896	2,290	5,092
2001	PROFESSIONAL FEES AND SERVICES	68,743	21,546	64,022	34,767	84,137
2002	FUELS AND LUBRICANTS	10	8	25	11	25
2003	CONSUMABLE SUPPLIES	720	173	630	242	505
2004	UTILITIES	628	451	1,803	676	1,514
2005	TRAVEL	2,212	418	1,543	537	1,197
2006	RENT - BUILDING	1,102	388	1,120	515	1,154
2007	RENT - MACHINE AND OTHER	527	235	763	307	667
2009	OTHER OPERATING EXPENSE	18,557	5,241	15,381	5,789	12,815
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	14,202	0	0	4,830	10,814
<b>Total, Objects of Expense</b>		<b>\$207,637</b>	<b>\$66,253</b>	<b>\$222,356</b>	<b>\$105,727</b>	<b>\$242,772</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	149,499	51,015	180,108	85,639	186,935
666	Appropriated Receipts	58,138	15,238	42,248	20,088	55,837
<b>Total, Method of Financing</b>		<b>\$207,637</b>	<b>\$66,253</b>	<b>\$222,356</b>	<b>\$105,727</b>	<b>\$242,772</b>

**7.A. Indirect Administrative and Support Costs**

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Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**1-2-1 Publish the Texas Register and the Texas Administrative Code**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

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307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>2-1-1</b>	<b>Provide Statewide Elections Administration</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$449,858	\$ 563,977	\$ 660,424	\$ 297,514	\$ 821,046
1002	OTHER PERSONNEL COSTS	44,728	26,104	40,371	12,219	33,484
2001	PROFESSIONAL FEES AND SERVICES	336,843	336,402	327,321	185,499	553,304
2002	FUELS AND LUBRICANTS	49	130	125	60	166
2003	CONSUMABLE SUPPLIES	3,530	2,696	3,221	1,289	3,319
2004	UTILITIES	3,078	7,045	9,216	3,608	9,956
2005	TRAVEL	10,841	6,530	7,886	2,865	7,873
2006	RENT - BUILDING	5,400	6,060	5,726	2,749	7,586
2007	RENT - MACHINE AND OTHER	2,582	3,662	3,901	1,636	4,386
2009	OTHER OPERATING EXPENSE	90,933	81,833	78,636	30,887	84,277
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	69,591	0	0	25,770	71,117
<b>Total, Objects of Expense</b>		<b>\$1,017,433</b>	<b>\$1,034,439</b>	<b>\$1,136,827</b>	<b>\$564,096</b>	<b>\$1,596,514</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	732,552	796,518	920,830	456,918	1,229,316
666	Appropriated Receipts	284,881	237,921	215,997	107,178	367,198
<b>Total, Method of Financing</b>		<b>\$1,017,433</b>	<b>\$1,034,439</b>	<b>\$1,136,827</b>	<b>\$564,096</b>	<b>\$1,596,514</b>

**7.A. Indirect Administrative and Support Costs**

8/29/2016 4:40:34PM

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**2-1-1 Provide Statewide Elections Administration**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

8/29/2016 4:40:34PM

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307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>2-1-2</b>	<b>Primary Election Financing; VR Postal Payment to Postal Services</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$104,795	\$ 1,228,917	\$ 200,976	\$ 1,478,221	\$ 163,978
1002	OTHER PERSONNEL COSTS	10,419	56,880	12,285	60,712	6,687
2001	PROFESSIONAL FEES AND SERVICES	78,467	733,026	99,608	921,662	110,503
2002	FUELS AND LUBRICANTS	11	284	38	299	33
2003	CONSUMABLE SUPPLIES	822	5,875	980	6,402	663
2004	UTILITIES	717	15,351	2,805	17,926	1,988
2005	TRAVEL	2,525	14,228	2,400	14,234	1,572
2006	RENT - BUILDING	1,258	13,205	1,743	13,658	1,515
2007	RENT - MACHINE AND OTHER	601	7,979	1,187	8,131	876
2009	OTHER OPERATING EXPENSE	21,183	178,315	23,930	153,462	16,831
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	16,211	0	0	128,040	14,203
<b>Total, Objects of Expense</b>		<b>\$237,009</b>	<b>\$2,254,060</b>	<b>\$345,952</b>	<b>\$2,802,747</b>	<b>\$318,849</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	170,647	1,735,626	280,221	2,270,225	245,514
666	Appropriated Receipts	66,362	518,434	65,731	532,522	73,335
<b>Total, Method of Financing</b>		<b>\$237,009</b>	<b>\$2,254,060</b>	<b>\$345,952</b>	<b>\$2,802,747</b>	<b>\$318,849</b>

**7.A. Indirect Administrative and Support Costs**

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Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**2-1-2 Primary Election Financing; VR Postal Payment to Postal Services**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

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307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>2-1-3</b>	<b>Publish and Interpret Constitutional Amendments</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$124,128	\$ 103,127	\$ 1,151	\$ 156,205	\$ 0
1002	OTHER PERSONNEL COSTS	12,341	4,773	70	6,415	0
2001	PROFESSIONAL FEES AND SERVICES	92,942	61,513	571	97,392	0
2002	FUELS AND LUBRICANTS	13	24	0	32	0
2003	CONSUMABLE SUPPLIES	974	493	6	677	0
2004	UTILITIES	849	1,288	16	1,894	0
2005	TRAVEL	2,991	1,194	14	1,504	0
2006	RENT - BUILDING	1,490	1,108	10	1,443	0
2007	RENT - MACHINE AND OTHER	712	670	7	859	0
2009	OTHER OPERATING EXPENSE	25,090	14,964	137	16,216	0
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	19,202	0	0	13,530	0
<b>Total, Objects of Expense</b>		<b>\$280,732</b>	<b>\$189,154</b>	<b>\$1,982</b>	<b>\$296,167</b>	<b>\$0</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	202,127	145,649	1,605	239,895	0
666	Appropriated Receipts	78,605	43,505	377	56,272	0
<b>Total, Method of Financing</b>		<b>\$280,732</b>	<b>\$189,154</b>	<b>\$1,982</b>	<b>\$296,167</b>	<b>\$0</b>

**7.A. Indirect Administrative and Support Costs**

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**2-1-3 Publish and Interpret Constitutional Amendments**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

8/29/2016 4:40:34PM

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307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>2-1-5</b>	<b>Payments to Counties for Voter Registration Activity. Estimated.</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$208,873	\$ 455,286	\$ 255,858	\$ 599,880	\$ 263,499
1002	OTHER PERSONNEL COSTS	20,767	21,073	15,640	24,638	10,746
2001	PROFESSIONAL FEES AND SERVICES	156,399	271,569	126,809	374,020	177,573
2002	FUELS AND LUBRICANTS	23	105	49	121	53
2003	CONSUMABLE SUPPLIES	1,639	2,177	1,248	2,598	1,065
2004	UTILITIES	1,429	5,687	3,570	7,274	3,195
2005	TRAVEL	5,033	5,271	3,055	5,776	2,527
2006	RENT - BUILDING	2,507	4,892	2,218	5,542	2,435
2007	RENT - MACHINE AND OTHER	1,199	2,956	1,511	3,300	1,407
2009	OTHER OPERATING EXPENSE	42,221	66,062	30,465	62,276	27,047
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	32,312	0	0	51,960	22,824
<b>Total, Objects of Expense</b>		<b>\$472,402</b>	<b>\$835,078</b>	<b>\$440,423</b>	<b>\$1,137,385</b>	<b>\$512,371</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	340,130	643,010	356,743	921,282	394,526
666	Appropriated Receipts	132,272	192,068	83,680	216,103	117,845
<b>Total, Method of Financing</b>		<b>\$472,402</b>	<b>\$835,078</b>	<b>\$440,423</b>	<b>\$1,137,385</b>	<b>\$512,371</b>

**7.A. Indirect Administrative and Support Costs**

8/29/2016 4:40:34PM

85th Regular Session, Agency Submission, Version 1  
Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**2-1-5 Payments to Counties for Voter Registration Activity. Estimated.**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

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Automated Budget and Evaluation System of Texas (ABEST)

307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>3-1-1</b>	<b>Provide Protocol Services and Representation on Border Issues</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$33,367	\$ 23,729	\$ 71,679	\$ 21,128	\$ 74,854
1002	OTHER PERSONNEL COSTS	3,317	1,098	4,382	868	3,053
2001	PROFESSIONAL FEES AND SERVICES	24,983	14,154	35,526	13,173	50,446
2002	FUELS AND LUBRICANTS	4	5	14	4	15
2003	CONSUMABLE SUPPLIES	262	113	350	92	303
2004	UTILITIES	228	296	1,000	256	908
2005	TRAVEL	804	275	856	203	718
2006	RENT - BUILDING	400	255	622	195	692
2007	RENT - MACHINE AND OTHER	191	154	423	116	400
2009	OTHER OPERATING EXPENSE	6,744	3,443	8,535	2,193	7,684
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	5,161	0	0	1,830	6,484
<b>Total, Objects of Expense</b>		<b>\$75,461</b>	<b>\$43,522</b>	<b>\$123,387</b>	<b>\$40,058</b>	<b>\$145,557</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	54,332	33,512	99,943	32,447	112,079
666	Appropriated Receipts	21,129	10,010	23,444	7,611	33,478
<b>Total, Method of Financing</b>		<b>\$75,461</b>	<b>\$43,522</b>	<b>\$123,387</b>	<b>\$40,058</b>	<b>\$145,557</b>

**7.A. Indirect Administrative and Support Costs**

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Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

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<b>Strategy</b>	<b>Exp 2015</b>	<b>Est 2016</b>	<b>Bud 2017</b>	<b>BL 2018</b>	<b>BL 2019</b>
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**3-1-1 Provide Protocol Services and Representation on Border Issues**

**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

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Automated Budget and Evaluation System of Texas (ABEST)

307 Secretary of State

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>3-1-2</b>	<b>Improve Physical Living Conditions in Colonias</b>					
<b>OBJECTS OF EXPENSE:</b>						
1001	SALARIES AND WAGES	\$88,720	\$ 36,050	\$ 116,863	\$ 53,684	\$ 113,102
1002	OTHER PERSONNEL COSTS	8,821	1,669	7,144	2,205	4,613
2001	PROFESSIONAL FEES AND SERVICES	66,430	21,503	57,920	33,472	76,220
2002	FUELS AND LUBRICANTS	10	8	22	11	23
2003	CONSUMABLE SUPPLIES	696	172	570	233	457
2004	UTILITIES	607	450	1,631	651	1,372
2005	TRAVEL	2,138	417	1,395	517	1,085
2006	RENT - BUILDING	1,065	387	1,013	496	1,045
2007	RENT - MACHINE AND OTHER	509	234	690	295	604
2009	OTHER OPERATING EXPENSE	17,933	5,231	13,915	5,573	11,610
4000	GRANTS	0	0	0	0	0
5000	CAPITAL EXPENDITURES	13,724	0	0	4,650	9,797
<b>Total, Objects of Expense</b>		<b>\$200,653</b>	<b>\$66,121</b>	<b>\$201,163</b>	<b>\$101,787</b>	<b>\$219,928</b>
<b>METHOD OF FINANCING:</b>						
1	General Revenue Fund	144,470	50,913	162,942	82,448	169,345
666	Appropriated Receipts	56,183	15,208	38,221	19,339	50,583
<b>Total, Method of Financing</b>		<b>\$200,653</b>	<b>\$66,121</b>	<b>\$201,163</b>	<b>\$101,787</b>	<b>\$219,928</b>

**7.A. Indirect Administrative and Support Costs**

8/29/2016 4:40:34PM

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Automated Budget and Evaluation System of Texas (ABEST)

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**307 Secretary of State**

**Exp 2015**

**Est 2016**

**Bud 2017**

**BL 2018**

**BL 2019**

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**Method of Allocation**

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In general, indirect and administrative costs are allocated proportionately based on budget size for each biennium. This method was selected as it recognizes budget size to administrative demands. Strategy 2.1.4 Election Improvement is excepted since administrative costs are included in the Federal Cost Recovery Rate.

7.A. Indirect Administrative and Support Costs

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Automated Budget and Evaluation System of Texas (ABEST)

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	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<b>GRAND TOTALS</b>					
<b>Objects of Expense</b>					
1001 SALARIES AND WAGES	\$2,689,939	\$3,030,487	\$3,690,545	\$3,463,502	\$3,463,498
1002 OTHER PERSONNEL COSTS	\$267,449	\$140,266	\$225,599	\$142,249	\$141,250
2001 PROFESSIONAL FEES AND SERVICES	\$2,014,153	\$1,807,628	\$1,829,121	\$2,159,471	\$2,334,057
2002 FUELS AND LUBRICANTS	\$292	\$699	\$701	\$700	\$699
2003 CONSUMABLE SUPPLIES	\$21,109	\$14,488	\$18,001	\$15,003	\$14,001
2004 UTILITIES	\$18,404	\$37,854	\$51,500	\$42,000	\$42,000
2005 TRAVEL	\$64,821	\$35,086	\$44,070	\$33,350	\$33,212
2006 RENT - BUILDING	\$32,287	\$32,563	\$32,000	\$32,000	\$32,002
2007 RENT - MACHINE AND OTHER	\$15,436	\$19,677	\$21,799	\$19,050	\$18,500
2009 OTHER OPERATING EXPENSE	\$543,732	\$439,722	\$439,430	\$359,563	\$355,514
4000 GRANTS	\$0	\$0	\$0	\$0	\$0
5000 CAPITAL EXPENDITURES	\$416,120	\$0	\$0	\$300,000	\$300,000
<b>Total, Objects of Expense</b>	<b>\$6,083,742</b>	<b>\$5,558,470</b>	<b>\$6,352,766</b>	<b>\$6,566,888</b>	<b>\$6,734,733</b>
<b>Method of Financing</b>					
1 General Revenue Fund	\$4,380,296	\$4,280,022	\$5,145,740	\$5,319,180	\$5,185,746
666 Appropriated Receipts	\$1,703,446	\$1,278,448	\$1,207,026	\$1,247,708	\$1,548,987
<b>Total, Method of Financing</b>	<b>\$6,083,742</b>	<b>\$5,558,470</b>	<b>\$6,352,766</b>	<b>\$6,566,888</b>	<b>\$6,734,733</b>
<b>Full-Time-Equivalent Positions (FTE)</b>					

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-1					

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File/Reject Statutory Filings

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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2-1-1 Provide Statewide Elections Administration

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-2					

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Primary Election Financing; VR Postal Payment to Postal Services

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-3					

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**Publish and Interpret Constitutional Amendments**

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-4					

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Administer the Federal Help America Vote Act (HAVA)

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-5	Payments to Counties for Voter Registration Activity. Estimated.				

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**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-1					

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Provide Protocol Services and Representation on Border Issues

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

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Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-2					

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Improve Physical Living Conditions in Colonias

**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

Exp 2015

Est 2016

Bud 2017

BL 2018

BL 2019

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**DESCRIPTION**

The agency does not report any direct administration costs for this strategy because all administrative costs are included in the Indirect Administration strategy.

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Agency code: 307

Agency name: Secretary of State

Exp 2015

Est 2016

Bud 2017

BL 2018

BL 2019

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**GRAND TOTALS**

**Full-Time-Equivalent Positions (FTE)**