

Secretary of State Budgets

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Secretary of State

Mission Statement

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

Description

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

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

Financial Summary

Object Category	FY 2022	FY 2023	FY 2024	FY 2024
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Resources				
State Appropriations	5,140,916	5,140,916	3,740,916	3,734,694
Receipts from Other Entities	1,028,500	1,031,000	1,031,000	1,031,000
Interest, Dividends, Bonds & Loans	40,494	21,501	13,701	13,701
Fees, Licenses & Permits	2,590,147	468,751	448,751	448,751
Refunds & Reimbursements	533,558	310,001	310,001	310,001
Miscellaneous	326,511	142,693	142,693	142,693
Beginning Balance and Adjustments	15,503,544	16,786,025	13,107,614	13,667,702
Total Resources	25,163,669	23,900,887	18,794,676	19,348,542
Expenditures				
Personal Services	2,944,271	3,244,582	3,223,297	3,223,297
Travel & Subsistence	41,111	121,358	106,125	106,125
Supplies & Materials	631,992	383,939	483,458	483,458
Contractual Services and Transfers	3,488,336	4,527,249	8,189,014	7,944,256
Equipment & Repairs	324,110	392,612	385,312	385,312
Claims & Miscellaneous	186,710	122,239	110,739	110,739
Licenses, Permits, Refunds & Other	19,088	755,100	13,600	13,600
State Aid & Credits	498,694	490,706	750,706	750,706
Appropriations	195,400	195,400	195,400	195,400
Reversions	47,932	0	0	0
Balance Carry Forward	16,786,025	13,667,702	5,337,025	6,135,649
Total Expenditures	25,163,669	23,900,887	18,794,676	19,348,542
Full Time Equivalents	30	42	40	40

Appropriations from General Fund

Appropriations	FY 2022	FY 2023	FY 2024	FY 2024
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Elections/Voter Reg	2,124,870	2,124,870	2,124,870	2,121,759
Secretary of State-Business Services	1,420,646	1,420,646	1,420,646	1,417,535
Total Secretary of State	3,545,516	3,545,516	3,545,516	3,539,294

Appropriations from Other Funds

Appropriations	FY 2022	FY 2023	FY 2024	FY 2024
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Updating of Voter Registration System	1,400,000	1,400,000	0	0
Address Confidentiality Program	195,400	195,400	195,400	195,400
Total Secretary of State	1,595,400	1,595,400	195,400	195,400

Appropriations Detail

Elections/Voter Reg

General Fund

Appropriation Description

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

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

Elections/Voter Reg Financial Summary

Object Class	FY 2022 Actuals	FY 2023 Current Year Budget Estimate	FY 2024 Total Department Request	FY 2024 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	894	1,184	0	0
Appropriation	2,124,870	2,124,870	2,124,870	2,121,759
Refunds & Reimbursements	0	1	1	1
Other	158,851	0	0	0
Total Resources	2,284,615	2,126,055	2,124,871	2,121,760
Expenditures				
Personal Services-Salaries	1,355,313	1,398,016	1,383,681	1,383,681
Personal Travel In State	12,826	5,000	13,000	13,000
Personal Travel Out of State	1,767	15,000	15,000	15,000
Office Supplies	23,067	25,000	23,000	23,000
Equipment Maintenance Supplies	0	305	305	305
Professional & Scientific Supplies	0	1,000	1,000	1,000
Other Supplies	1,214	1,000	1,200	1,200
Printing & Binding	13,424	10,000	10,000	10,000
Postage	116,442	20,000	98,720	98,720
Communications	78,442	67,996	80,000	80,000
Rentals	0	1,000	1,000	1,000
Professional & Scientific Services	3,929	5,000	5,000	5,000
Outside Services	65,773	55,000	55,000	55,000
Advertising & Publicity	286,319	145,000	130,000	130,000
Outside Repairs/Service	0	1,000	1,000	1,000
Reimbursement to Other Agencies	58,735	56,184	55,000	55,000
ITS Reimbursements	26,786	24,115	24,115	21,004
IT Outside Services	205,659	251,589	205,000	205,000
Gov Fund Type Transfers - Auditor of State Services	846	750	750	750
Equipment	631	100	100	100
Office Equipment	13,956	5,000	5,000	5,000
Equipment - Non-Inventory	0	1,000	1,000	1,000
IT Equipment	16,222	36,000	15,000	15,000
Other Expense & Obligations	253	1,000	1,000	1,000
Refunds-Other	120	0	0	0
Balance Carry Forward (Approps)	1,184	0	0	0
Reversions	1,710	0	0	0
Total Expenditures	2,284,615	2,126,055	2,124,871	2,121,760

Secretary of State-Business Services

General Fund

Appropriation Description

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

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

Secretary of State-Business Services Financial Summary

Object Class	FY 2022 Actuals	FY 2023 Current Year Budget Estimate	FY 2024 Total Department Request	FY 2024 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	3,200	3,412	0	3,200
Appropriation	1,420,646	1,420,646	1,420,646	1,417,535
Gov Fund Type Transfers - Other Agencies	0	1,000	1,000	1,000
Fees, Licenses & Permits	0	1,000	1,000	1,000
Refunds & Reimbursements	533,538	310,000	310,000	310,000
Total Resources	1,957,384	1,736,058	1,732,646	1,732,735
Expenditures				
Personal Services-Salaries	1,207,688	1,212,929	1,237,175	1,237,175
Personal Travel In State	4,063	4,000	4,000	4,000
Personal Travel Out of State	4,839	8,000	8,000	8,000
Office Supplies	19,075	15,000	15,000	15,000
Equipment Maintenance Supplies	0	100	100	100
Professional & Scientific Supplies	129	500	500	500
Other Supplies	652	1,000	1,000	1,000
Printing & Binding	11,065	10,000	10,000	10,000
Postage	175,253	63,017	63,017	63,017
Communications	32,970	28,000	28,000	28,000
Rentals	0	1,000	1,000	1,000
Professional & Scientific Services	8,145	500	500	500
Outside Services	137,547	140,000	115,754	115,754
Advertising & Publicity	14,176	11,800	11,800	11,800
Outside Repairs/Service	0	100	100	100
Reimbursement to Other Agencies	62,368	68,412	65,000	65,000
ITS Reimbursements	45,014	40,000	40,000	36,889
IT Outside Services	12,874	6,000	6,000	6,000
Gov Fund Type Transfers - Other Agencies Services	0	100	100	100
Equipment	631	300	300	300
Office Equipment	11,775	5,000	5,000	5,000
Equipment - Non-Inventory	0	500	500	500
IT Equipment	17,955	16,500	16,500	16,500
Other Expense & Obligations	184,341	100,000	100,000	100,000
Refunds-Other	0	100	100	100
Balance Carry Forward (Approps)	3,412	3,200	3,200	6,400
Reversions	3,412	0	0	0
Total Expenditures	1,957,384	1,736,058	1,732,646	1,732,735

Address Confidentiality Program

Address Confidentiality Program Revolving Fund

Appropriation Description

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

Address Confidentiality Program Financial Summary

Object Class	FY 2022	FY 2023	FY 2024	FY 2024
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Resources				
Appropriation	195,400	195,400	195,400	195,400
Gov Fund Type Transfers - Other Agencies	28,500	30,000	30,000	30,000
Refunds & Reimbursements	11	0	0	0
Total Resources	223,911	225,400	225,400	225,400
Expenditures				
Personal Services-Salaries	92,472	128,781	128,781	128,781
Personal Travel In State	1,347	10,000	10,000	10,000
Personal Travel Out of State	0	3,000	3,000	3,000
Office Supplies	3,495	2,000	2,000	2,000
Printing & Binding	5,883	3,000	3,000	3,000
Postage	21,084	17,401	22,000	22,000
Communications	1,641	4,000	4,000	4,000
Rentals	474	1,000	1,000	1,000
Professional & Scientific Services	10,326	0	12,000	12,000
Outside Services	19,097	16,000	20,000	20,000
Advertising & Publicity	18,008	34,818	14,219	14,219
Reimbursement to Other Agencies	2,301	1,000	1,000	1,000
ITS Reimbursements	2,004	1,000	1,000	1,000
IT Outside Services	0	1,075	1,075	1,075
Office Equipment	0	1,000	1,000	1,000
Equipment - Non-Inventory	0	25	25	25
IT Equipment	2,200	1,000	1,000	1,000
Other Expense & Obligations	770	300	300	300
Reversions	42,810	0	0	0
Total Expenditures	223,911	225,400	225,400	225,400

Updating of Voter Registration System

Technology Reinvestment Fund

Appropriation Description

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

Updating of Voter Registration System Financial Summary

Object Class	FY 2022 Actuals	FY 2023 Current Year Budget Estimate	FY 2024 Total Department Request	FY 2024 Total Governor's Recommended
Resources				
Balance Brought Forward (Approps)	3,634,240	4,724,102	5,554,102	5,554,102
Appropriation	1,400,000	1,400,000	0	0
Total Resources	5,034,240	6,124,102	5,554,102	5,554,102
Expenditures				
Personal Travel Out of State	0	20,000	20,000	20,000
Outside Services	0	200,000	30,000	30,000
IT Outside Services	310,138	350,000	4,250,000	4,250,000
Balance Carry Forward (Approps)	4,724,102	5,554,102	1,254,102	1,254,102
Total Expenditures	5,034,240	6,124,102	5,554,102	5,554,102

Fund Detail

Secretary of State Fund Detail

Funds	FY 2022 Actuals	FY 2023 Current Year Budget Estimate	FY 2024 Total Department Request	FY 2024 Total Governor's Recommended
Secretary of State	15,663,519	13,689,272	9,157,657	9,714,545
Address Confidentiality Program Revolving Fund	526,147	473,440	626,030	420,733
Electronic Poll Book & Polling Place Modernization Rev Loan	278,689	279,489	189,637	189,637
Secretary of State Technology Modernization Fund	5,848,742	4,646,160	3,079,494	3,079,494
HAVA 2022	1,000,720	2,005,720	1,002,000	2,002,721
State Election Fund 2020 HAVA	5,222,187	5,233,188	3,430,536	3,430,536
State Election Fund Maintenance	655,572	563,002	575,364	575,363
HAVA CARES	11,888	1	0	1
State Election Fund	2,101,695	453,212	239,536	1,000
Secretary of State Fee Clearing	17,879	35,060	15,060	15,060

Secretary of State Technology Modernization Fund

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

Fund Description

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

Secretary of State Technology Modernization Fund Detail

Object Class	FY 2022	FY 2023	FY 2024	FY 2024
	Actuals	Current Year Budget Estimate	Total Department Request	Total Governor's Recommended
Resources				
Balance Brought Forward (Funds)	3,872,692	4,646,160	3,079,494	3,079,494
Fees, Licenses & Permits	1,976,045	0	0	0
Refunds & Reimbursements	4	0	0	0
Total Secretary of State Technology Modernization Fund	5,848,742	4,646,160	3,079,494	3,079,494
Expenditures				
Personal Services-Salaries	204,832	240,484	240,484	240,484
Personal Travel In State	552	1,000	1,000	1,000
Personal Travel Out of State	0	1,500	1,500	1,500
Office Supplies	0	1,000	1,000	1,000
Professional & Scientific Supplies	0	1,000	1,000	1,000
Printing & Binding	0	1,000	1,000	1,000
Communications	0	5,000	5,000	5,000
Professional & Scientific Services	16,752	43,182	25,000	25,000
Outside Services	725,643	950,000	795,000	795,000
Advertising & Publicity	0	5,000	5,000	5,000
Reimbursement to Other Agencies	48	5,000	5,000	5,000
ITS Reimbursements	0	7,500	7,500	7,500
Office Equipment	903	0	0	0
Equipment - Non-Inventory	0	5,000	5,000	5,000
Balance Carry Forward (Funds)	4,646,160	3,079,494	1,698,410	1,698,410
IT Outside Services	75,931	100,000	87,600	87,600
IT Equipment	177,920	200,000	200,000	200,000
Total Secretary of State Technology Modernization Fund	5,848,742	4,646,160	3,079,494	3,079,494