

Department of State



Department Description

The mission of the Secretary of State's office is to serve the public by meeting its legal responsibilities of collecting, securing and communicating information that enhances commerce, ensures the integrity of Louisiana's elections and preserves, presents and makes accessible government information essential to Louisiana's operations and its recorded history.

The goals for the Secretary of State are the following:

- I. To provide the Department with the leadership and management necessary to meet its Program's objectives while performing the constitutional and statutory responsibilities of the Secretary of State and the Department of State.
- II. To maintain an efficient and accurate election system and provide essential, comprehensive information that instills public confidence in the State's electoral process.
- III. To provide the services, information and facilities necessary to promote and support the State's governmental records management programs and identify, preserve and make available governmental records and other archival materials of interest to the citizens of Louisiana.
- IV. To provide an effective presentation of history through the provision of a comprehensive system of thematic museums that enhances the public's understanding of the various influences and aspects of Louisiana's culture that have impacted its development.
- V. To ensure compliance with the commercial filing laws at the lowest possible cost to taxpayers by maximizing the efficiency of document processing and information services.



Department Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$72,759,152	\$71,976,245	\$75,082,234	\$93,024,552	\$92,514,631	\$17,432,397
State General Fund by:						
Interagency Transfers	154,381	700,100	845,100	851,415	857,600	12,500
Fees & Self-generated	33,282,937	36,610,163	37,532,306	36,837,994	37,091,484	(440,822)
Statutory Dedications	56,241	113,078	113,078	113,078	113,078	0
Federal Funds	0	0	0	457,489	457,489	0
Total Means of Financing	\$106,252,711	\$109,399,586	\$113,572,718	\$131,284,528	\$131,034,282	\$17,461,564
Expenditures and Request:						
Secretary of State	\$106,252,711	\$109,399,586	\$113,572,718	\$131,284,528	\$131,034,282	\$17,461,564
Total Expenditures	\$106,252,711	\$109,399,586	\$113,572,718	\$131,284,528	\$131,034,282	\$17,461,564
Authorized Positions						
Classified	346	345	345	346	346	1
Unclassified	18	20	20	20	20	0
Total Authorized Positions	364	365	365	366	366	1
Authorized Other Charges Positions	0	0	0	0	0	0



04-139-Secretary of State

Agency Description

The mission of the Secretary of State's office is to serve the public by meeting its legal responsibilities of collecting, securing and communicating information that enhances commerce, ensures the integrity of Louisiana's elections and preserves, presents and makes accessible government information essential to Louisiana's operations and its recorded history.

The goals for the Secretary of State are the following:

- I. To provide the Department with the leadership and management necessary to meet its Program's objectives while performing the constitutional and statutory responsibilities of the Secretary of State and the Department of State.
- II. To maintain an efficient and accurate election system and provide essential, comprehensive information that instills public confidence in the State's electoral process.
- III. To provide the services, information and facilities necessary to promote and support the State's governmental records management programs and identify, preserve and make available governmental records and other archival materials of interest to the citizens of Louisiana.
- IV. To provide an effective presentation of history through the provision of a comprehensive system of thematic museums that enhances the public's understanding of the various influences and aspects of Louisiana's culture that have impacted its development.
- V. To ensure compliance with the commercial filing laws at the lowest possible cost to taxpayers by maximizing the efficiency of document processing and information services.

Although the agency does not permit the continual presence of children in the workplace in lieu of other childcare arrangements, agency policy allows drop-in visits by children to their parent's office or bringing a child to the office while awaiting doctor's visits, appointments, etc. for a short period of time. Agency policy also permits work schedules that enhance employee morale and efficiency and maximizes the potential for recruiting and retaining quality employees. To accomplish these goals, employees may, with supervisory approval, deviate from the traditional work schedule as long as doing so does not adversely impact agency operations. The agency will continue to assess the needs of women and families in the development of human resource policies.

Agency Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$72,759,152	\$71,976,245	\$75,082,234	\$93,024,552	\$92,514,631	\$17,432,397
State General Fund by:						
Interagency Transfers	154,381	700,100	845,100	851,415	857,600	12,500
Fees & Self-generated	33,282,937	36,610,163	37,532,306	36,837,994	37,091,484	(440,822)
Statutory Dedications	56,241	113,078	113,078	113,078	113,078	0
Federal Funds	0	0	0	457,489	457,489	457,489
Total Means of Finance	\$106,252,711	\$109,399,586	\$113,572,718	\$131,284,528	\$131,034,282	\$17,461,564
Expenditures and Request:						
Administrative	\$15,543,584	\$16,771,665	\$18,452,841	\$17,287,011	\$17,685,514	(\$767,327)
Elections	70,773,421	71,056,467	72,167,091	91,314,258	90,829,019	18,661,928
Archives and Records	4,716,724	5,946,019	6,154,708	5,539,949	5,528,645	(626,063)
Museum and Other Operations	4,378,443	4,557,767	5,198,132	5,954,462	5,926,090	727,958



Agency Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Commercial	10,840,539	11,067,668	11,599,946	11,188,848	11,065,014	(534,932)
Total Expenditures	\$106,252,711	\$109,399,586	\$113,572,718	\$131,284,528	\$131,034,282	\$17,461,564
Authorized Positions						
Classified	346	345	345	346	346	1
Unclassified	18	20	20	20	20	0
Total Authorized Positions	364	365	365	366	366	1
Authorized Other Charges Positions	0	0	0	0	0	0



1391-Administrative

Program Authorization

Louisiana Constitution Art. IV, 1, 3, 7, 13, 14, and 16; Louisiana Constitution Art. XIII, fl1; La. R.S. 9:2342-2343 and 2446-2447; La. R.S. 11:293, 1001, 1161-1163, and 2091-2092; La. R.S. 14:329.6; La. R.S. 17:71.3; La. R.S. 18:23-27, 44-45, 1284-1285, and 1299.1; La. R.S. 23:1371-1372; La. R.S. 24:152-153, 173.1, 254, 256, and 971-972; La. R.S. 25:125 and 126; La. R.S. 26:587; La. R.S. 36:4, 8-8.2, 741-746; La. R.S. 39:13-14 and 1401; La. R.S. 40:1151.1-1151.3; La. R.S. 42:162, 189, and 1162; La. R.S. 43:19, 24, 150, and 174; La. R.S. 47:1525 and 1904; La. R.S. 49:151, 206, 211, 221.1-229, and 966; La. R.S. 51:213, 1256-1257, and 2375; and LAC 4:1.Chapter 4.

Program Description

The mission of the Administrative Program is two-fold:

- I. Assist the Secretary of State in carrying out the duties of his office by providing the legal, financial and management control services for the department and its various programs; and
- II. as Keeper of the Great Seal, attest to the Governor's signatures on Executive Orders and pardons, issue commissions for elected and appointed officials in the State; record and maintain information relative to individual wills, and produce various publications as required by Louisiana law.

The Administrative Program's goal is to provide the Department with the leadership and management necessary to meet its Program's objectives while performing the constitutional and statutory responsibilities of the Secretary of State and the Department of State.

Program Activities include the following:

- Executive Services includes the elected official, Secretary of State, and his executive administrative staff, Public Information, and Publications. The leadership and management functions of this activity ensure duties and responsibilities of the department are carried out in an efficient and effective manner.
- Primary Support Services includes Accounting/Purchasing and Human Resources Divisions. These functions provide primary services to agency personnel. Accounting/Purchasing conducts budget and fiscal functions as well as accounting duties including, but not limited to, processing cash and check deposits, credit card payments and charges, vendor payments, travel expenses, election cost distribution and election worker payroll. The Purchasing function provides direct support in the acquisition of supplies, equipment, and services for the agency. Human Resources provide personnel support to managers, supervises payroll time accounting, and provides liaison with State Civil Service.
- Legal Support Services includes the Legal Division and Commissions Division. The Legal Division reviews and approves all ballot propositions, including bond, debt and tax propositions; wet/dry propositions; stock law propositions; home rule charter propositions; recall elections; and constitutional amendments prior to the propositions being placed on all ballots. The Legal Division drafts and reviews Department of State contracts and submits the contracts and supporting documents to the Department of State Civil Service and Office of Contractual Review for approval. The Legal Division processes, prepares and responds to public records requests and extraditions/requisitions. The Legal Division also represents the Department of State in federal court, including actions under the National Voter Registration Act of 1993; on a statewide basis in election contests, objections to candidacy and various other cases, including actions at the trial court and appellate court levels. The Commissions Division provides advice and interpretation of multiple statutes. The Commissions Division authenticates certificates, for both walk-in customers and mailed requests that authenticate the signature of State Registrars, Judges, Sheriffs, Clerks of Court and their Deputies, Notaries Public, and other officials. The Commissions Division receives and processes notifications of resignation and retirement from elected officials and determines compliance with applicable statutes in Title 18 (The Election Code). The Commissions Division



prepares and mails commission certificates, oaths of office forms, laminated identification cards, and mailing labels for every elected candidate.

- Information Technology Support Services is the Information Technology Division. The Information Technology Division assists in the planning, implementation, and upgrades for critical applications and is responsible for preventive maintenance and repair of hardware and software required for the day to day operations of the agency.

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$745,979	\$314,706	\$1,814,706	\$315,509	\$314,706	(\$1,500,000)
State General Fund by:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	14,797,605	16,456,959	16,638,135	16,971,502	17,370,808	732,673
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	\$15,543,584	\$16,771,665	\$18,452,841	\$17,287,011	\$17,685,514	(\$767,327)
Expenditures and Request:						
Personnel Services	\$10,772,805	\$11,063,013	\$11,063,013	\$11,578,605	\$11,495,296	\$432,283
Operating Expenses	2,201,785	2,961,054	2,968,123	3,024,422	3,058,054	89,931
Professional Services	0	0	0	0	0	0
Other Charges	2,109,806	2,185,098	3,752,488	2,151,484	2,599,664	(1,152,824)
Acquisitions & Major Repairs	459,188	562,500	669,217	532,500	532,500	(136,717)
Total Expenditures & Request	\$15,543,584	\$16,771,665	\$18,452,841	\$17,287,011	\$17,685,514	(\$767,327)
Authorized Positions						
Classified	75	74	74	75	75	1
Unclassified	8	10	10	10	10	0
Total Authorized Positions	83	84	84	85	85	1
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with the following:

- State General Fund (Direct)
- Fees and Self-generated Revenues derived from:
 - \$75 filing fee relative to domestic corporations
 - \$100 filing fee relative to domestic limited liability companies
 - \$125 filing fee relative to foreign corporations
 - \$100 filing fee relative to domestic partnerships
 - \$150 filing fee relative to foreign limited liability companies
 - \$100 filing fee relative to foreign partnerships
 - \$30 filing fee for annual reports relative to domestic and foreign businesses

- \$75 filing fee for providing registration of tradenames, trademarks and service marks
- Fees for providing certificates of good standing
- Fees for apostilles and authentications of documents
- Fees for Service of Process
- Fees for providing certified copies of any requested documents

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$1,814,706	\$18,452,841	84	Existing Operating Budget as of 12/01/2024
Statewide Adjustments			
\$0	\$532,500	0	Acquisitions & Major Repairs
\$0	(\$207,407)	0	Attrition Adjustment
\$0	\$17,400	0	Civil Service Fees
\$0	\$30,193	0	Civil Service Training Series
\$0	\$27,830	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$39,821	0	Group Insurance Rate Adjustment for Retirees
\$0	(\$587)	0	Legislative Auditor Fees
\$0	\$216,655	0	Market Rate Classified
\$0	(\$562,500)	0	Non-Recurring Acquisitions & Major Repairs
(\$1,500,000)	(\$1,681,176)	0	Non-recurring Carryforwards
\$0	(\$20,930)	0	Office of State Procurement
\$0	\$30,780	0	Office of Technology Services (OTS)
\$0	\$119,854	0	Related Benefits Base Adjustment
\$0	(\$105,738)	0	Retirement Rate Adjustment
\$0	(\$11,730)	0	Risk Management
\$0	\$186,977	0	Salary Base Adjustment
\$0	\$1,590	0	State Treasury Fees
\$0	(\$1,957)	0	UPS Fees
(\$1,500,000)	(\$1,388,425)	0	Total Statewide
Non-Statewide Adjustments			
\$0	\$124,098	1	Funding for one (1) authorized position in the Administration program in the Information Technology (I.T.) Support Services section as a result of changes to the election system.
\$0	\$75,000	0	Funding for recurring maintenance and support for the hardware technology refresh of core routers in the data centers and main office.
\$0	\$172,000	0	Funding to upgrade the Secretary of State’s website due to changes to the election system.
\$0	\$250,000	0	Increase in funding for a contract with a professional services vendor to make application changes to GeauxBiz, the Commercial On-line Registration Application and the Election & Registration Information Network.
\$0	\$621,098	1	Total Non-Statewide
\$314,706	\$17,685,514	85	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2023-2024	Enacted FY 2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	\$14,797,605	\$16,456,959	\$16,638,135	\$16,971,502	\$17,370,808	\$732,673



Professional Services

Amount	Description
	Professional Services: This program does not have funding for Professional Services.

Other Charges

Amount	Description
	Other Charges:
\$917,000	Information Technology (I.T.) ongoing costs for Elections and Commercial support, including additional I.T. related administrative overhead costs to support the Archives and Museums Programs.
\$50,000	Professional and personal services contracts to provide legal representation and graphic design services.
\$400,000	Additional I.T. services costs commensurate with workload increases. As a result of new federal rules that revised Title II of the Americans with Disabilities Act, additional services will be procured to implement, monitor and test websites and mobile apps, including nine major applications. This will ensure compliance with new technical standards (CAG 2.1 Level AA), and provide funding to close-out the website upgrade project. In addition, quality assurance funding for operating costs to address Legislative changes that impact I.T. application development and associated testing to ensure business needs are met.
\$1,367,000	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$180,789	Civil Service Fees
\$48,949	State Treasury Fees
\$37,292	Uniform Payroll System (UPS) Fees
\$37,015	Office of State Procurement (OSP) Fees
\$43,891	Legislative Auditor Fees
\$417,619	Office of Technology Services (OTS)
\$240,177	Office of Risk Management (ORM) Premiums
\$140,000	Office of Technology Services - Telecommunications Services
\$86,932	Office of Technology Services/Production Support Services - Printing and Postage
\$1,232,664	SUB-TOTAL INTERAGENCY TRANSFERS
\$2,599,664	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	Acquisitions and Major Repairs:
\$532,500	Replacement of I.T. equipment that has reached end of life (EOL) in accordance with the asset lifecycle replacement schedule. Includes approximately 306 outdated computers, core routers, and other outdated information technology equipment.
\$532,500	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Objective: 1391-01 To ensure that at least 80% of all agency objectives are met.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of objectives met	93	80	80	80	80



Objective: 1391-02 To achieve no repeat audit findings on accounting procedures.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of repeat audit findings	0	0	0	0	0

Objective: 1391-03 The program will complete Election Day payrolls within 30 days following an election.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of parish election payrolls completed within 30 days of the election date	100	90	90	90	90
[S] Percentage of Clerks of Court returning completed payroll information to program within one week of election date	96	90	90	90	90

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Average cost of commissioners, janitors, and deputy custodians paid per precinct	991.27	700.8	331.81	894.11	969.45
Amount of election costs invoiced	1,314,846	7,154,321	6,496,931	4,092,270	4,464,104
Amount of election costs received	1,314,053	6,700,343	6,317,517	4,014,051	4,312,812
Percentage of revenue collected prior to close of fiscal year	99.9	93.6	71.7	98.1	96.6
Number of parish payrolls processed	128	272	183	192	239
Average number of days for clerks of court to transmit completed election payrolls	2.2	1.8	2.2	1.6	1.8

Objective: 1391-04 To provide for the timely recovery of election expenses from local governing authorities, the program will invoice 90% of the local governing entity share of election expenses within 60 days of an election.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[S] Percentage of election cost reimbursement invoiced	100	100	100	100	100
[K] Percentage of local election expenses invoiced within 60 days of an election	100	90	90	90	90
[S] Average number of days from election to invoice	57.2	60	60	60	60



Objective: 1391-05 To prepare and mail 95% of commission oaths, oath of office forms, and laminated identification cards to all elected officials no later than two weeks prior to officials taking office.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of commission documents mailed to elected officials two weeks prior to official taking office	79	95	95	95	95

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of commission packages prepared and mailed to elected officials	1,135	3,045	260	1,737	3,310
Number of commission packages prepared and mailed two weeks prior to official taking office	1,135	3,045	260	1,737	2,627

Objective: 1391-06 Information Technology will employ proactive maintenance of the network and all associated hardware and software necessary to support these critical business functions. Unplanned downtime of three business days or more will not exceed two events.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of mission critical equipment or application failures with greater than three business days of unplanned downtime	0	2	2	2	2
[S] Number of mission critical pieces of equipment	142	142	142	142	142



1392-Elections

Program Authorization

Louisiana Constitution, Art. I, 10; Louisiana Constitution, Art. IV, 12; Louisiana Constitution Art. XI; La. R.S. 18:18-21, 31, 49.1, 54-55, 59-59.2, 65, 104, 109, 114-117, 135.1, 151-152.1, 171.1, 173, 175, 192-193, 401.1-401.4, 421-436, 441, 461-466, 470-470.1, 501-503.1, 513, 521, 523-524, 532-536, 551-553, 562-564, 566-566.2, 567.2-567.3, 571-576, 583, 591, 601-602, 604, 621, 652-654, 1253-1256, 1259, 1261, 1263, 1265, 1277-1279, 1280.22, 1284-1285, 1292-1293, 1299.1, 1300-1319, 1333, 1351-1376, 1382, 1400.1-1400.21, 1402, 1410, 1453, 1472, 1941-1942, and 1945; La. R.S. 33:1; La. R.S. 36:741 and 744; La. R.S. 38:1782 and 1861; La. R.S. 42:1357 and 1407; La. R.S. 47:338.32; Voting Rights Act of 1965, 52 U.S.C. 10301-10508; Voting Accessibility for the Elderly and Handicapped Act, 52 U.S.C. 20101-20107; LAC 4:I.Chapter 4; LAC 4:VII.1151.A; LAC 4:XIX; and LAC Title 31.

Program Description

The mission of the Elections Program is to ensure the integrity of the electoral and election management process in Louisiana for its voters, citizens and for other interested parties in Louisiana and the United States, and in general to encourage public participation in the election process by educating voters and potential voters about the elections process through effective outreach programs.

The goals of the Elections Program are:

- I. To provide and keep, at a high level of readiness at all times, the best available equipment that accurately and confidentially records and counts the votes cast by Louisiana voters.
- II. To prepare election ballots that accurately reflect the candidates and issues for each precinct holding an election.
- III. To administer the laws governing voter registration; to develop programs for the statewide voter registration system to better assist the parish registrars of voters and serve the general public; and to ensure the accuracy and integrity of the information contained in the statewide voter registration system.
- IV. To promote voter registration through education and public awareness programs.
- V. To provide a mechanism for the public to report voter fraud and other illegal election activity; to investigate reports of improper election activity.
- VI. To coordinate with local law enforcement and prosecutorial agencies to address voter fraud and illegal election activity.

Program Activities include the following:

- The Administrative Services activity includes elections administration, registration administration, elections compliance, and outreach functions. This activity processes candidates for state office and prepares ballots for all elections. This activity directs, assists, and prescribes rules, regulations, forms, and instructions to be applied uniformly by each registrar of voters in the state. This activity is responsible for encouraging qualified Louisiana citizens to register and vote by developing and promoting a program of education for school-aged children and adults on the registration and voting process. This activity is also responsible for providing investigative support to every program and providing an outlet for citizens to report fraudulent or illegal activity, investigating such reports, and coordinating with local law enforcement agencies and district attorneys for the prosecution of such illegal conduct.
- The Registrar of Voters activity is the parish level offices that register all persons interested in becoming voters and updates voter registration data. In accordance with statutory requirements, the Secretary of State is required to pay the state's share of the salaries for registrars of voters and their employees, as well as, a prorated portion of the annual canvass cost. The canvass examines the validity of the addresses of record for the registered voters in Louisiana.



- The Election Support Services activity includes Technical Operations, Field Operations, and Operations Administration functions. This activity is responsible for the day to day maintenance and repair of voting machines, emergency repair or replacement of voting machines on election days, and programming electronic voting machines with election ballots.

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$67,804,053	\$67,301,812	\$68,412,436	\$87,102,114	\$86,616,875	\$18,204,439
State General Fund by:						
Interagency Transfers	0	530,000	530,000	530,000	530,000	0
Fees & Self-generated	2,969,367	3,224,655	3,224,655	3,224,655	3,224,655	0
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	457,489	457,489	457,489
Total Means of Finance	\$70,773,421	\$71,056,467	\$72,167,091	\$91,314,258	\$90,829,019	\$18,661,928
Expenditures and Request:						
Personnel Services	\$13,743,567	\$14,933,111	\$14,933,111	\$15,106,737	\$14,828,037	(\$105,074)
Operating Expenses	8,186,873	9,651,347	9,800,145	10,387,886	10,181,347	381,202
Professional Services	0	0	0	0	0	0
Other Charges	48,369,928	46,366,972	46,818,346	52,924,635	52,924,635	6,106,289
Acquisitions & Major Repairs	473,053	105,037	615,489	12,895,000	12,895,000	12,279,511
Total Expenditures & Request	\$70,773,421	\$71,056,467	\$72,167,091	\$91,314,258	\$90,829,019	\$18,661,928
Authorized Positions						
Classified	148	149	149	149	149	0
Unclassified	3	2	2	2	2	0
Total Authorized Positions	151	151	151	151	151	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with the following:

- State General Fund (Direct)
- Interagency Transfers derived from:
 - Federal grants received via the Governor's Office of Homeland Security (GOHSEP)
- Fees and Self-generated Revenues derived from:
 - Reimbursement of election expenses from municipalities and governing authorities that call elections
 - Candidate qualifying fees
 - Fees for commercial requests for voting lists
- Federal Funds derived from:
 - Electronic Absentee System for Elections (EASE) grant provided by the U.S. Department of Defense as part of the Federal Voting Assistance Program (FVAP)



Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$68,412,436	\$72,167,091	151	Existing Operating Budget as of 12/01/2024
Statewide Adjustments			
\$135,000	\$135,000	0	Acquisitions & Major Repairs
(\$278,700)	(\$278,700)	0	Attrition Adjustment
\$95,288	\$95,288	0	Civil Service Training Series
\$48,995	\$48,995	0	Group Insurance Rate Adjustment for Active Employees
\$23,000	\$23,000	0	Group Insurance Rate Adjustment for Retirees
\$330,338	\$330,338	0	Market Rate Classified
(\$105,037)	(\$105,037)	0	Non-Recurring Acquisitions & Major Repairs
(\$1,110,624)	(\$1,110,624)	0	Non-recurring Carryforwards
(\$190,936)	(\$190,936)	0	Related Benefits Base Adjustment
(\$134,460)	(\$134,460)	0	Retirement Rate Adjustment
(\$85,839)	(\$85,839)	0	Risk Management
\$1,401	\$1,401	0	Salary Base Adjustment
(\$1,271,574)	(\$1,271,574)	0	Total Statewide
Non-Statewide Adjustments			
\$1,484,680	\$1,484,680	0	Aligns projected election expenses with anticipated need. The FY 2024-2025 existing operating budget for Election Costs is \$20,895,320 and the FY 2025-2026 estimate is \$22,380,000.
\$0	\$457,489	0	Increase due to a grant awarded by the Department of Defense / Federal Voting Assistance Program. The Electronic Absentee Systems for Elections (EASE) grant ensures military service members, their eligible family members, and overseas citizens are aware of their right to vote and have the tools and resources to successfully do so from anywhere in the world. The Federal Funds will help implement a new software solution for these particular voters to digitally receive a ballot, digitally mark the ballot, print the ballot, and provide a tracking number for mailing.
\$811,909	\$811,909	0	Provides funding for Registrar of Voters, market rate adjustments, step increases, Certified Elections Registration Administrator certifications and corresponding benefits.
\$17,179,424	\$17,179,424	0	The Secretary of State is required to hold a new statewide election in FY 2025-2026, in accordance with Act 1 of the 2024 First Extraordinary Session and Act 640 of the 2024 Regular Legislative Session. This change in the election process will require: (\$12,760,000) to purchase electronic poll books to allow for the unaffiliated voters selection of a party to be recorded and audited; (\$300,000) for implementation costs and trainings for Parish Board of Elections Supervisors, Clerk of Court and staff, Registrar of Voters and staff, elections employees, and Commissioners; (\$619,424) for postage and printing of a mailer that the agency will send to all no-party affiliated voters to select which party they would like to vote with during the statewide election; and (\$3,500,000) for outreach costs to undertake a massive voter education program including a letter explaining the change to every voter, as well as traditional and digital media outreach.
\$19,476,013	\$19,933,502	0	Total Non-Statewide
\$86,616,875	\$90,829,019	151	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	\$2,969,367	\$3,224,655	\$3,224,655	\$3,224,655	\$3,224,655	\$0

Professional Services

Amount	Description
Professional Services:	
	This program does not have funding for Professional Services.



Other Charges

Amount	Description
	Other Charges:
\$31,746,112	Election costs in accordance with the Election Code, including publication of polling place locations, precinct rent, voting machine drayage, machine set-up, ballots and election material, transmitting election returns, commissioners and deputy parish custodians, Registrar of Voters, Clerk of Court, and Parish Board of Election Supervisors.
\$18,360,688	Registrar of Voters payroll costs
\$50,106,800	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$1,023,911	Office of Risk Management (ORM) Premiums
\$829,500	Office of Technology Services - Telecommunications Services
\$960,424	Office of Technology Services/Production Support Services - Printing and Postage
\$4,000	Louisiana Property Assistance Agency - LPAA
\$2,817,835	SUB-TOTAL INTERAGENCY TRANSFERS
\$52,924,635	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	Acquisitions and Major Repairs:
\$12,760,000	electronic poll (E-Poll) books for all parish precincts statewide
\$60,000	Replacing aging furniture in the elections warehouse
\$75,000	Conference tables, chairs, desks, filing cabinets, and cubicles for the Division of Elections Integrity and Division of Elections Operations
\$12,895,000	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Objective: 1392-01 The Elections program will produce efficient and accurate elections by averaging no more than three machine and absentee ballot reprints per election due to program staff errors.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of reprints due to program staff error	3	12	12	12	12
[S] Number of elections held	5	4	4	4	4
[K] Average number of ballot reprints per election due to program error	0.6	3	3	3	3

Objective: 1392-02 To encourage participation in the electoral process, the program will sponsor or participate in a voter outreach event in 90% of the parishes each year.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of parishes with at least one voter education outreach event held within the current fiscal year	100	90	90	90	90
[S] Number of events held or sponsored	289	175	175	175	175



Objective: 1392-03 To ensure integrity of the election process, the program will investigate 100% of alleged incidences of voter fraud or election offenses.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of voter fraud and election offenses investigated by program	100	100	100	100	100

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Total number of non-election related incidents reported to Election Integrity Division.	124	84	17	45	54
Total number of election related incidents reported to Election Integrity Division.	220	232	113	119	103
Total number of election related incidents - fraud	82	56	19	52	34
Total number of election related incidents - campaign practices	82	84	26	21	28
Total number of election related incidents - election officials/workers	24	34	4	3	12
Total number of incidents non-election related resolved	124	84	17	45	54
Total number of election related incidents resolved	210	226	108	114	74
Total number of incidents referred to prosecutorial authorities	10	6	5	5	7
Number of incidences reported	158	130	220	164	157

Objective: 1392-04 To ensure the State's compliance with the National Voter Registration Act, the program will evaluate each registrar annually and train state voter registration agencies annually.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of registrars evaluated annually	100	100	100	100	100
[K] Percentage of state voter registration agencies trained annually	100	100	100	100	100

Objective: 1392-05 The program will continue to work at improving the database's accuracy, as required and allowed by law by conducting a statewide canvass each year.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Statewide canvass conducted	2	1	1	1	1



General Performance Indicators

Performance Indicator Name	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals
	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
Number of active registered voters (highest number during fiscal year)	2,884,838	2,985,254	2,899,655	2,847,641	2,742,287
Number of inactive registered voters (highest number during fiscal year)	149,075	133,767	181,994	199,527	288,302
Total number of new voter registrations	128,819	198,237	52,252	91,718	90,530
Number of new voter registrations from all other sources	79,019	153,418	19,990	54,272	53,139
Number of new voter registrations using the state LRI Form	9,941	45,168	3,834	6,723	6,853
Number of new voter registrations using the federal postcard	156	715	14	23	66
Number of new voter registrations from NVRA sources	49,800	44,819	32,262	37,446	37,391
Number of new voter registrations from public assistance including social services	4,223	2,267	1,630	1,773	2,097
Number of new voter registrations from motor vehicles offices	18,742	26,137	19,828	23,323	22,764
Number of new voter registrations from mail form	25,489	30,702	10,361	11,559	12,013
Number of new voter registrations from optional registration site	500	152	217	495	214
Number of new voter registrations from disability office	689	191	211	272	234
Number of new voter registrations from military form	1	6	1	1	3
Percentage of new voter registration applications received from all other sources	122.6	77.39	38.3	59.2	58.7
Percentage of new voter registration applications received from NVRA sources	38.66	22.61	61.7	40.8	41.3
Number of new voter registrations from online registration	138,156	142,126	16,156	47,549	46,286
Total number of registered voters	2,993,429	3,104,240	3,027,401	3,026,463	2,980,973

Objective: 1392-06 The program will provide the necessary technical assistance to hold in a state of readiness 90% of voting machines and computerized absentee ballot counting equipment needed to hold all elections in the State of Louisiana.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals	Initially Appropriated	Existing Standard	Continuation Budget	Executive Budget
	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 25-26
[S] Number of Statewide Elections	3	2	2	2	2
[K] Total number of voting machines (all types)	10,124	10,124	10,124	10,124	10,124
[K] Percentage of voting machines available on Election Day	100	90	90	90	90

General Performance Indicators

Performance Indicator Name	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals
	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
Number of precincts in the state (highest number in FY)	3,934	3,934	3,714	3,974	3,929
Number of voting machines used at the precincts on Election Day (total for FY)	17,784	40,098	18,792	23,944	30,183
Total number of precincts holding elections	7,868	18,697	8,010	11,124	13,767
Average number of voting machines utilized per precinct	2.26	2.14	2.35	2.15	2.19
Average annual cost per machine to store machines statewide	236.57	232.71	367.74	258.76	258.92
Average cost per machine to deliver machine to precinct	52.79	52.94	50.63	57.71	56.29



Objective: 1392-07 The program will provide preventive, necessary and emergency maintenance as required on all electronic voting machines. To ensure the proper maintenance is administered, the program will certify at least 90% of its full-time technicians on the machines they service within 12 months of assignment.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[S] Percentage of voting machines receiving required semi-annual preventative maintenance	100	100	100	100	100
[K] Percentage of technicians certified within 12 months of assignment	100	90	90	90	90
[S] Number of certified technicians	263	228	228	228	228

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of service calls received on election day that require a technician (total for FY)	1,064	2,715	663	1,135	1,638
Number of service calls received on election day that are due to technician error (total for FY)	9	16	2	5	6
Number of voting machines replaced on election day	7	9	3	10	5
Number of service calls received on election day (total for FY)	1,446	3,290	1,000	1,677	2,314

Objective: 1392-08 The program will enable absentee returns to be more accurately and quickly tabulated by providing support for parish board of election supervisors in tabulating votes through the preparation and distribution of test materials prior to election day for all parishes having an election.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of parishes having an election for which test materials were prepared and distributed at least 10 days prior to the election	100	100	100	100	100

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of people voting by absentee ballot and early voting	888,955	1,549,692	289,886	580,284	925,517



1393-Archives and Records

Program Authorization

La. R.S. 13:917, 1221, 1903-1904, 2562.26; La. R.S. 25:127, 373, 379.1, 521, and 1284; R.S. 36:744; La. R.S. 40:36 and 39.1; La. R.S. 43:22; La. R.S. 44:5, 36, 39-40, 116, 183, 401-427, and 501-503; La. R.S. 49:228; LAC 4:I.Chapter 4; and LAC 4:XVII.

Program Description

The mission of Louisiana State Archives is to collect, preserve, display, and make available those records essential to the reconstruction of Louisiana's colorful history and heritage. Its Records Program ensures the government and public continued access to essential information created by the State through a viable and responsive records management program and a comprehensive preservation effort, making the archival materials acquired and maintained by the program readily available for researchers and educational programs.

The goal of the Archives and Records Program is to provide the services, information and facilities necessary to promote and support the State's governmental records management programs and identify, preserve and make available governmental records and other archival materials of interest to the citizens of Louisiana.

Program Activities include the following:

- The Archives Administrative Services activity operates under a mandate to identify, collect, preserve, maintain, and make available those records and artifacts that enhance our endeavors to understand the dynamics and nuances of Louisiana's remarkable history. The Archives Administrative Services activity provides a comprehensive preservation effort for documents of historical relevance and interest. Archival materials acquired and maintained by the activity are readily available for researchers and educational programs. Conservation Services designs, develops, and promotes exhibits that utilize historic documents and materials to highlight the archives and the history of the state of Louisiana.
- The Records Services activity provides the services, information, and facilities necessary to promote and support the State's governmental records management program. Records Services provides storage for business records for state agencies and retains them according to approved retention schedules. This activity trains Record Management Liaisons for statewide agencies and reviews retention schedules submitted by these agencies. Imaging and Preservation Services serves as the centralized document conversion center for the state by supporting agencies that lack document conversion systems of their own.

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	126,260	170,100	170,100	173,740	182,600	12,500
Fees & Self-generated	4,590,464	5,775,919	5,984,608	5,366,209	5,346,045	(638,563)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	\$4,716,724	\$5,946,019	\$6,154,708	\$5,539,949	\$5,528,645	(\$626,063)
Expenditures and Request:						
Personnel Services	\$3,013,047	\$3,538,894	\$3,538,894	\$3,484,020	\$3,484,020	(\$54,874)
Operating Expenses	1,019,247	1,112,326	1,172,026	1,136,130	1,124,826	(47,200)
Professional Services	0	0	0	0	0	0

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Other Charges	646,470	919,799	1,008,107	919,799	919,799	(88,308)
Acquisitions & Major Repairs	37,961	375,000	435,681	0	0	(435,681)
Total Expenditures & Request	\$4,716,724	\$5,946,019	\$6,154,708	\$5,539,949	\$5,528,645	(\$626,063)

Authorized Positions

Classified	36	36	36	36	36	0
Unclassified	2	2	2	2	2	0
Total Authorized Positions	38	38	38	38	38	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with the following:

- Interagency Transfers derived from:
 - Various state agencies for Imaging and Preservation services, including conversion of documents to Microfilm format and conversion of documents to digital format
 - Various state agencies for sale of storage boxes and intake/disposal fees charged by the Records Center
- Fees and Self-generated Revenues derived from:
 - Fees for reproduction and researching historical records
 - Fees for audiovisual processing
 - Fees for Archives event rentals

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$0	\$6,154,708	38	Existing Operating Budget as of 12/01/2024

Statewide Adjustments

\$0	\$20,791	0	Civil Service Training Series
\$0	\$10,939	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$74,157	0	Market Rate Classified
\$0	(\$375,000)	0	Non-Recurring Acquisitions & Major Repairs
\$0	(\$208,689)	0	Non-recurring Carryforwards
\$0	(\$95,262)	0	Related Benefits Base Adjustment
\$0	(\$32,386)	0	Retirement Rate Adjustment
\$0	(\$33,113)	0	Salary Base Adjustment
\$0	(\$638,563)	0	Total Statewide

Non-Statewide Adjustments

\$0	\$12,500	0	Increase in contracts with various state agencies for microfilm services.
\$0	\$12,500	0	Total Non-Statewide
\$0	\$5,528,645	38	Total Recommended



Fees & Self-generated

Fund	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	\$4,590,464	\$5,775,919	\$5,984,608	\$5,366,209	\$5,346,045	(\$638,563)

Professional Services

Amount	Description
Professional Services:	
This program does not have funding for Professional Services.	

Other Charges

Amount	Description
Other Charges:	
\$166,249	Contracts for the microfilming of documents
\$50,000	Preservation costs for various audiovisual collections film and cassettes that are in danger of deterioration to digital format.
\$700,000	Digital Repository
\$916,249	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$3,550	Office of Technology Services - Telecommunications Services
\$3,550	SUB-TOTAL INTERAGENCY TRANSFERS
\$919,799	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
Acquisitions and Major Repairs:	
This program does not have funding for Acquisitions and Major Repairs	

Objective: 1393-01 Through FY 2028, Records Services will strive to increase the number of state, parish and municipal government agencies in compliance with La. R.S. Title 44 by increasing outreach efforts by 10%

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of agencies without a valid retention schedule on file with the division who have been contacted regarding their obligation to comply with La. R.S. Title 44, Chapter 5	Not Applicable	60	60	10	10



Objective: 1393-02 The Imaging and Preservation Services Program will act as the centralized document conversion center for the state by supporting agencies that lack document conversion systems of their own.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of images converted to digital and / or microfilm format	3,526,958	1,500,000	1,500,000	1,500,000	1,500,000

Objective: 1393-03 Through FY 2028, Collections Management will increase the accessibility of the state's historic records by processing accessions within 14 days of receipt.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of accessions received and processed within 14 working days of receipt during the fiscal year	100	90	90	90	90

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of accessions processed within 14 working days of receipt	92	103	100	89	144

Objective: 1393-04 Through FY 2028, Reference Services will provide timely access to the permanent and genealogical collections by processing research requests and requests for archival holdings within 30 minutes.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of requests for archival holdings received and processed within 30 minutes	Not Applicable	90	90	90	90

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of visitors to the Research Room	1,633	0	1,337	3,178	1,452



Objective: 1393-05 Through FY 2028, Conservation Services will expand promotional efforts utilizing social media, press releases and speaking engagements to increase outreach to the public through the effective design, development and promotion of exhibits that utilize historic documents and materials to highlight the archives and the history of the state of Louisiana.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of social media posts, press releases, and speaking engagements employed to promoted current and upcoming exhibits and events	Not Applicable	36	36	36	36

Objective: 1393-07 Through FY 2028, the Administrative Services Program will ensure that at least 80% of program objectives are met.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of objectives met.	0	Not Applicable	Not Applicable	80	80



1394-Museum and Other Operations

Program Authorization

La. R.S. 25:371-380.6; 380.21-380.26, 380.51-380.57, 380.91-380.97, and La. R.S. 36:744, and La. R.S. 47:302.2.

Program Description

The mission of the Museums Program is to present exhibits, educational and other programs to the public to emphasize the political, social and economic influences, personalities, institutions, and events that have shaped the landscape of Louisiana's colorful history and culture and its place in the world. To further this mission the Museums Program will acquire, refurbish and preserve artifacts and other historic relics representative of the past and attract exhibits of interest to the communities they serve.

The goal of the Museum and Other Operations Program is to provide an effective presentation of history through the provision of a comprehensive system of thematic museums that enhances the public's understanding of the various influences and aspects of Louisiana's culture that have impacted its development.

This program has only one activity, Museum Services.

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/((Under) EOB
Means of Finance:						
State General Fund (Direct)	\$4,209,119	\$4,359,727	\$4,855,092	\$5,606,929	\$5,583,050	\$727,958
State General Fund by:						
Interagency Transfers	28,121	0	145,000	147,675	145,000	0
Fees & Self-generated	84,962	84,962	84,962	86,780	84,962	0
Statutory Dedications	56,241	113,078	113,078	113,078	113,078	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	\$4,378,443	\$4,557,767	\$5,198,132	\$5,954,462	\$5,926,090	\$727,958
Expenditures and Request:						
Personnel Services	\$2,820,960	\$3,047,606	\$3,047,606	\$3,087,929	\$3,087,929	\$40,323
Operating Expenses	1,066,519	1,200,848	1,722,568	1,354,220	1,325,848	(396,720)
Professional Services	0	0	0	0	0	0
Other Charges	450,630	188,313	306,958	183,313	183,313	(123,645)
Acquisitions & Major Repairs	40,334	121,000	121,000	1,329,000	1,329,000	1,208,000
Total Expenditures & Request	\$4,378,443	\$4,557,767	\$5,198,132	\$5,954,462	\$5,926,090	\$727,958
Authorized Positions						
Classified	33	33	33	33	33	0
Unclassified	4	4	4	4	4	0
Total Authorized Positions	37	37	37	37	37	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with the following:

- State General Fund (Direct)
- Interagency Transfers derived from:



- Act 4 and Act 776 of the 2024 Regular Legislative Session - Under schedule 20-901 Sales Tax Dedications, Act 4 provides for an allocation of \$100,000 to the Louisiana State Exhibit Museum and \$25,000 to the Louisiana State Oil and Gas Museum from the sales tax dedications out of the Shreveport Riverfront and Convention Center and Independence Stadium Fund. Under schedule 20-945 State Aid to Local Government Entities, Act 776 appropriated \$20,000 of State General Fund (Direct) for repairs to exhibits at the State Cotton Museum.
- Fees and Self-generated Revenues derived from:
 - Fees for museum event rentals
- Statutory Dedications from the following:
 - Shreveport Riverfront and Convention Center Fund and Independence Stadium Fund for use at the Louisiana State Exhibit Museum in Shreveport (Per R.S. 47:302.2)

Per R.S. 39:36B(8), see table below for a listing of each statutorily dedicated fund.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$4,855,092	\$5,198,132	37	Existing Operating Budget as of 12/01/2024
Statewide Adjustments			
\$1,329,000	\$1,329,000	0	Acquisitions & Major Repairs
\$14,867	\$14,867	0	Civil Service Training Series
\$10,191	\$10,191	0	Group Insurance Rate Adjustment for Active Employees
\$63,389	\$63,389	0	Market Rate Classified
(\$121,000)	(\$121,000)	0	Non-Recurring Acquisitions & Major Repairs
(\$495,365)	(\$495,365)	0	Non-recurring Carryforwards
(\$19,554)	(\$19,554)	0	Related Benefits Base Adjustment
(\$28,530)	(\$28,530)	0	Retirement Rate Adjustment
(\$40)	(\$40)	0	Salary Base Adjustment
\$752,958	\$752,958	0	Total Statewide
Non-Statewide Adjustments			
(\$25,000)	(\$25,000)	0	Non-recur one-time funding for professional training for museum employees.
(\$25,000)	(\$25,000)	0	Total Non-Statewide
\$5,583,050	\$5,926,090	37	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	\$84,962	\$84,962	\$84,962	\$86,780	\$84,962	\$0

Statutory Dedications

Fund	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Shrev. Riverfr Conv. Ctr. & Indep. Stadium Fund	\$56,241	\$113,078	\$113,078	\$113,078	\$113,078	\$0



Professional Services

Amount	Description
Professional Services:	
This program does not have funding for Professional Services.	

Other Charges

Amount	Description
Other Charges:	
\$113,078	Shreveport Riverfront Convention Center and Independence Stadium Funds for the Louisiana State Exhibit Museum (LSEM)
\$20,000	Maintenance and repairs costs to restore and preserve the Louisiana State Cotton Museum
\$133,078	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$13,625	Office of Technology Services - Telecommunications Services
\$36,423	Old Governor's Mansion Expenses - Department of Administration / Office of State Buildings
\$187	Office of Technology Services / Production Support Services - Printing
\$50,235	SUB-TOTAL INTERAGENCY TRANSFERS
\$183,313	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
Acquisitions and Major Repairs	
\$500,000	Upgrade for a large commercial generator to preserve dioramas and exhibits requiring climate control at the Nationally Registered Historic Site located at LSEM.
\$829,000	Restoration of an iron metal fence and rotunda renovations at LSEM, repair of a brick wall at the Mansfield Female College Museum, exterior lighting at the Old State Capital, interior painting at the Old Governor's Mansion (OGM), and grounds maintenance at OGM and LSEM.
\$1,329,000	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Objective: 1394-01 The total cost per visitor for operating program museums will not exceed \$42.50.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[S] Number of visitors to Program museums	90,382	120,000	120,000	120,000	120,000
[K] Cost per visitor to operating Program museums	43.26	42.5	42.5	42.5	42.5
[S] Total number of museums (in Program)	9	9	9	9	9
[S] Percentage of Program museums in operation	100	100	100	100	100

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Old Governor's Mansion: Number of Visitors	Not Applicable	Not Applicable	2,738	7,146	8,984
Old Governor's Mansion: Cost per Visitor	Not Applicable	Not Applicable	103.57	61.98	33.82
Delta Music: Number of visitors	4,482	2,090	4,562	3,361	3,531
Delta Music: Cost per visitor	8.37	16.54	31.67	26.01	25.38
Mansfield College: Number of visitors	3,237	4,577	9,087	6,299	4,315



General Performance Indicators

Performance Indicator Name	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals	Prior Year Actuals
	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
Mansfield College: Cost per visitor	8.16	4.89	4.31	8.3	11.86
Eddie G. Robinson: Number of visitors	4,653	1,316	3,955	5,263	4,227
Eddie G. Robinson: Cost per visitor	4.14	10.96	10.29	7.97	11.78
Germantown Colony: Number of visitors	644	528	1,010	3,005	1,954
Germantown Colony: Cost per visitor	32.33	38.84	62.18	29.3	33.93
Louisiana State Exhibit: Number of visitors	67,377	22,863	50,668	47,096	28,310
Cotton: Number of visitors	4,083	54	1,598	2,688	1,129
La. Oil and Gas: Number of visitors	1,084	134	169	1,696	1,590
Old State Capitol: Number of visitors	35,955	23,763	41,688	42,926	36,342
Louisiana State Exhibit: Cost per visitor	12.49	34.83	25.69	27.43	41.77
Cotton: Cost per visitor	\$0	\$0	\$0	22.78	42.27
La. Oil and Gas: Cost per visitor	43.48	374.34	588.73	68.7	59.16
Old State Capitol: Cost per visitor	40.7	62.91	71.99	45.52	55.72

Objective: 1394-02 To improve the quality of the management of the Program's collection holdings, the program will inspect 100% of its museums annually.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals	Initially Appropriated	Existing Standard	Continuation Budget	Executive Budget
	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 25-26
[K] Percentage of museums inspected annually	100	100	100	100	100
[K] Percentage of museums with attendance over 25,000 and American Association of Museums (AAM) accreditation	50	50	50	50	50
[S] Number of Museums with attendance over 25,000	2	2	2	2	2

1395-Commercial

Program Authorization

La. R.S. 3:76-77, 84-85, 216, 1204-1206, 1215, 1403, 1447, 3207, and 3651-3658; La. R.S. 4:275; La. R.S. 9:2242, 2713.1-2713.2, 3401-3410, 3421-3428, 3431-3435, 3441-3447, 3534.1, 3561.2, and 5164; La. R.S. 10:9-501 - 9-527; La. R.S. 12:1-101 - 1-140, 1-201 - 1-203, 1-401 - 1-403, 1-501 - 1-504, 1-602, 1-920 - 1-956, 1-1006 - 1-1009, 1-1101 - 1-1108, 1-1403 - 1-1404, 1-1433, 1-1440 - 1-1444, 1-1621 - 1-1622, 1-1705, 201-269, 301-321, 401-419, 448-449, 469, 491-492, 499.5, 510, 802, 814, 902-903, 952, 958, 962, 981-982.1, 1011-1012, 1051-1052, 1071-1072, 1086-1088, 1110-1111, 1130-1132, 1151-1153, 1171-1172, 1190-1192, 1304-1310, 1335.1, 1339-1340, 1342, 1345-1355, 1360, 1363-1364, 1400-1402, 1604, 1701-1704, and 1802; La. R.S. 13:3471-3472, 3474-3475, 3479-3482, 3485, 5074, 5107, and 5551; La. R.S. 14:106 and 325; La. R.S. 17:2160, 2805-2807, 2813-2820, and 3219; La. R.S. 22:166-168, 177, 182, 214, 232.2, 243, 269, 290-291, 309, 314, 332, 335, 340-341, 442, 821, 1907, and 1945; La. R.S. 30:112 and 411; La. R.S. 35:12, 16, 71, 75-76, 131-132, 191-192, 201-202, 391-392, 395, 412, 603, 624, 625.1, and 629; La. R.S. 36:745-746; La. R.S. 37:78, 1222, and 1922; La. R.S. 38:1788; La. R.S. 39:1111, 1118, 1365, 1437, and 1464; La. R.S. 44:51-57, (Address Confidentiality Program); La. R.S. 45:164, 200.8, 201.13, 386, 388, and 1363-1365; La. R.S. 46:236.16 and 1602; La. R.S. 47:338.42 and 338.73; La. R.S. 49:227-229 and 974.8; La. R.S. 51:196-219, 288, 294-295, 334-335, 911.33, 1164, 2111-2116, 3143, and 3163; La. C.C.P. Art. 85, 1262, 1267, 1913, 2636, 4903, and 4920; LAC 4:I.Chapter 4; LAC 4:XIX; and LAC 19:V.

Program Description

The mission of the Commercial Program is to provide the business, financial and legal communities timely and efficient service in the certification and registration of documents relating to securing, retaining business entities and assets; the processing of legal services documents and communication of business licensing information as required by law and to make such information concerning these business entities available to the public; and to ensure the quality of the notary database.

The goal of the Commercial Program is to ensure compliance with the commercial filing laws at the lowest possible cost to taxpayers by maximizing the efficiency of document processing and information services

Program Activities include the following:

- The Administrative Services activity functions in three areas. 1) The activity provides the business community timely and efficient service in business registration. This activity collects fees and tracks annual reports for businesses operating in Louisiana. 2) The activity also serves as the service of process agent for the state on some foreign filings, corporations and all foreign insurance companies, and for out-of-state motorists involved in suits resulting from automobile accidents on Louisiana highways. The activity receives legal processes in such cases from State and Federal courts, and forwards it to the person designated to receive same. This activity also serves as the agent for service of process for taxicab owners, business opportunity, mineral leases, and political subdivisions. 3) The activity is the home of the Uniform Commercial Code (UCC) notification system. Users can file the UCC finance documents with any of the 64 parish filing offices and the information will be incorporated in the statewide database.
- geauxBIZ.com is a starting point for customers to obtain information regarding which state and local agencies need to be contacted for a variety of registration documents. [geauxBIZ](http://geauxBIZ.com) staff will prepare a customized business license checklist tailored to any specific business licensing need. geauxBIZ.com offers a wide array of free and helpful services for the new business owner. The web site offers frequent updates about regulation changes, tips and ideas from business owners, including testimonials of business owners who have used geauxBIZ.com.
- The Notary Services activity maintains a database on notary publics in Louisiana and processes annual reports. The activity takes orders for and ships Fundamentals in Louisiana Law and Practice Study Guide to individuals wanting to prepare for the state notary exam. The activity processes applications for the state notary exam.

Program Budget Summary

	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	10,840,539	11,067,668	11,599,946	11,188,848	11,065,014	(534,932)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	\$10,840,539	\$11,067,668	\$11,599,946	\$11,188,848	\$11,065,014	(\$534,932)
Expenditures and Request:						
Personnel Services	\$4,553,865	\$4,884,532	\$4,884,532	\$4,979,691	\$4,881,878	(\$2,654)
Operating Expenses	1,179,450	1,215,948	1,215,948	1,241,969	1,215,948	0
Professional Services	0	0	0	0	0	0
Other Charges	5,107,223	4,967,188	5,499,466	4,967,188	4,967,188	(532,278)
Acquisitions & Major Repairs	0	0	0	0	0	0
Total Expenditures & Request	\$10,840,539	\$11,067,668	\$11,599,946	\$11,188,848	\$11,065,014	(\$534,932)
Authorized Positions						
Classified	54	53	53	53	53	0
Unclassified	1	2	2	2	2	0
Total Authorized Positions	55	55	55	55	55	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with the following:

- Fees and Self-generated Revenues derived from:
 - \$75 filing fee relative to domestic corporations
 - \$100 filing fee relative to domestic limited liability companies
 - \$100 filing fee relative to domestic partnerships
 - \$125 filing fee relative to foreign corporations
 - \$150 filing fee relative to foreign limited liability companies
 - \$100 filing fee relative to foreign partnerships
 - \$30 filing fee for annual reports relative to domestic and foreign businesses
 - \$75 filing fee for providing registration of tradenames, trademarks and service marks
 - Fees for providing certificates of good standing
 - Fees for providing copies (including certified copies) of any requested document
 - Fees for qualifying and registering applicants for the state notary exam
 - Uniform Commercial Code fees

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$0	\$11,599,946	55	Existing Operating Budget as of 12/01/2024
Statewide Adjustments			
\$0	(\$97,813)	0	Attrition Adjustment
\$0	\$29,289	0	Civil Service Training Series
\$0	\$15,849	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$126,973	0	Market Rate Classified
\$0	(\$532,278)	0	Non-recurring Carryforwards
\$0	(\$4,501)	0	Related Benefits Base Adjustment
\$0	(\$49,713)	0	Retirement Rate Adjustment
\$0	(\$22,738)	0	Salary Base Adjustment
\$0	(\$534,932)	0	Total Statewide
\$0	\$0	0	Total Non-Statewide
\$0	\$11,065,014	55	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2023-2024	Enacted FY2024-2025	Existing Operating Budget (EOB) as of 12/01/24	Continuation FY 2025-2026	Recommended FY 2025-2026	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	\$10,840,539	\$11,067,668	\$11,599,946	\$11,188,848	\$11,065,014	(\$534,932)

Professional Services

Amount	Description
Professional Services:	
This program does not have funding for Professional Services.	

Other Charges

Amount	Description
Other Charges:	
\$3,000,000	GeauxBiz one-stop portal for registering new businesses in Louisiana, applying for a Louisiana tax account number and unemployment insurance account number.
\$900,000	Commercial On-Line Registration Application (CORA) Filings
\$500,000	Central Electronic Repository
\$234,188	Commercial Miscellaneous Operating Expenses
\$4,634,188	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$9,500	Office of Technology Services - Telecommunications Services
\$323,500	Office of Technology Services/Production Support Services - Printing and Postage
\$333,000	SUB-TOTAL INTERAGENCY TRANSFERS
\$4,967,188	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
Acquisitions and Major Repairs:	
This program does not have funding for Acquisitions and Major Repairs	



Objective: 1395-01 To maintain an efficient filing process the program will continue to maintain or reduce the document rejection rate annually so that it does not exceed 15% of total documents filed.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[S] Number of filing documents on-line rejected	36,267	30,000	30,000	30,000	30,000
[K] Percentage of documents returned	1.11	7	7	7	7
[S] Number of filing documents returned	4,868	15,000	15,000	15,000	15,000

Objective: 1395-02 To continue to ensure that Uniform Commercial Code (UCC) document and farm product filing processing is reliable and efficient by maintaining at least a 98% data entry accuracy rate annually for UCC filings.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage accuracy in data entry of UCC and Farm Product filings	99.8	98	98	98	98
[S] Number of UCC and Farm Product filings	177,940	190,000	190,000	190,000	190,000

Objective: 1395-03 To process 100% of all service of process suits received within 24 hours of being served to the program.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[S] Service of process filings (lawsuits filed)	41,024	30,000	30,000	30,000	30,000
[K] Percentage of suits processed within 24 hours of receipt	100	100	100	100	100

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of filing documents received on-line	Not Applicable	1,128,714	539,269	508,132	541,868

Objective: 1395-04 To ensure the quality of the data used to generate reports for geauxBiz customers, the program will request updated regulatory requirements from regulatory entities in the State on an annual basis.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Completed annual request for information	1	1	1	1	1
[K] Completed update of contact information in program database	1	1	1	1	1

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2019-2020	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024
Number of regulatory agencies in program database	1,134	567	567	567	567

Objective: 1395-05 To expand geauxBIZ by submitting additional filing types to existing agencies and by exploring potential partnerships with other state agencies to offer enhanced assistance to the business community.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Number of additional filing types or business types sent to existing agencies (subject to budget and staffing constraints of partnering agencies)	25	2	2	2	2
[S] Biannual steering committee meetings (meetings with existing partners) to measure progress towards adding additional partners	1	1	1	1	1

Objective: 1395-06 To ensure the preservation of Notary documents, the program will image at least 35,000 annual reports which were filed between 2004 and 2010 and were not previously imaged into the system.

Children's Budget Link N/A

HR Policies Beneficial to Women and Families Link N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) N/A

Performance Indicator Name	Actuals FY 23-24	Initially Appropriated FY 24-25	Existing Standard FY 24-25	Continuation Budget FY 25-26	Executive Budget FY 25-26
[K] Percentage of imaging goal obtained	150	100	100	100	100
[S] Number of annual report documents imaged	6,007	4,000	4,000	4,000	4,000

