

COMMITTEE ON LEGISLATIVE RESEARCH
OVERSIGHT DIVISION

FISCAL NOTE

LR No.: 2153-01
Bill No.: HB 718
Subject: Secretary of State: Catalog of Assistance Programs
Type: Original
Date: April 29, 2003

FISCAL SUMMARY

ESTIMATED NET EFFECT ON GENERAL REVENUE FUND			
FUND AFFECTED	FY 2004	FY 2005	FY 2006
General Revenue	(\$151,652 to Unknown)	(\$162,668 to Unknown)	(\$167,044 to Unknown)
Total Estimated Net Effect on General Revenue Fund	(\$151,652 to Unknown)	(\$162,668 to Unknown)	(\$167,044 to Unknown)

ESTIMATED NET EFFECT ON OTHER STATE FUNDS			
FUND AFFECTED	FY 2004	FY 2005	FY 2006
Highway	(Unknown)	(Unknown)	(Unknown)
Catalog of Assistance Programs Resource	\$0	\$0	\$0
Total Estimated Net Effect on Other State Funds	(Unknown)	(Unknown)	(Unknown)

Numbers within parentheses: () indicate costs or losses.
This fiscal note contains 8 pages.

ESTIMATED NET EFFECT ON FEDERAL FUNDS			
FUND AFFECTED	FY 2004	FY 2005	FY 2006
Total Estimated Net Effect on <u>All</u> Federal Funds	\$0	\$0	\$0

ESTIMATED NET EFFECT ON LOCAL FUNDS			
FUND AFFECTED	FY 2004	FY 2005	FY 2006
Local Government	\$0	\$0	\$0

FISCAL ANALYSIS

ASSUMPTION

The following list of state agencies, commissions, departments, and offices assume no fiscal impact:

State Tax Commission, Lt. Governor, Missouri Gaming Commission, Missouri State Employee's Retirement System, Missouri Ethics Commission, Public School Retirement Systems, Missouri State Senate, Department of Health, Department of Insurance, Office of State Treasurer, Missouri State Highway Patrol, Office of State Auditor, Missouri House of Representatives, Office of Attorney General, Department of Mental Health,

The following entities assume the cost for administering the catalog program would be assessed against each state agency based upon the percentage of total assistance funds included in the catalog. The costs are to be based upon actual costs for staff and operational expenses. Officials do not know the amount of administrative costs that could be assessed by the Secretary of State. Officials assume fiscal impact to be a negative unknown:

Missouri Department of Transportation assume unknown cost to the Highway Fund and General Revenue Fund, Missouri Department of Corrections assume unknown cost that would be less than \$100,000 annually,

ASSUMPTION (continued)

Department of Higher Education assume their financial assistance programs and grant programs would be in the catalog. Officials assume they would have administrative impact, and would share pro-rated costs to Secretary of State. Officials assume cost to be unknown.

Officials of the **Department of Secondary and Elementary Education** stated that they currently provide an internet site for grant applications. Officials assume this proposal would be duplicative of the time and money DESE has spent over the past 5 years to provide web based, on-line applications. Officials concluded that with budget cuts they would have no funds to contribute to this new project. Officials assume that their part of the allocated costs to the Secretary of State is unknown, and cannot be estimated at this time.

Officials of the **Office of State Court Administrator** assume that if the Judiciary would be included in "state agencies", their estimated costs would be less than \$5,000 annually.

Officials of the **Department of Natural Resources** assume that there would be costs to the DNR. Officials stated that the projected costs could be more or less depending upon the grants and loans included in the catalog in any given year. Officials could not estimate their allocated costs to the Secretary of State for the costs of operations. Officials assume cost would be less than \$121,586, however, officials assume costs to be unknown

Officials of the **Department of Economic Development** assume some funds within their department would need to be listed in the catalog. Officials assume that preparation of the information for the catalog may require additional resources or funding of an undetermined amount. An appropriation to cover the cost of preparation and the cost allocated by the Secretary of State would be requested once costs are determined. Officials assume cost to be unknown.

Officials of the **Department of Public Safety** and its divisions assume fiscal impact is unknown.

Officials of the **Office of Secretary of State** assume they would need (2.0 FTE). Officials assume they would need a Librarian to help collect the necessary information, and assist agencies. The other FTE would be a CIT III who would work with gathered information and would move that information into the Missouri Catalog for Domestic Assistance. Officials estimate FTE costs at \$59,747 for 10 months of FY 2004; \$71,697 in FY 2005; and \$73,489 in FY 2006.

ASSUMPTION (continued)

Fringe Benefit costs would total \$24,180 in FY 2004; \$29,016 in FY 2005; and \$29,741 in FY 2006. Equipment cost would be one-time in FY 2004 and is estimated to be \$7,575. Expense is estimated to be \$150 in FY 2004; \$155 in FY 2005; and \$160 in FY 2006. **Printing costs will be shown separate. Officials are uncertain at this time if printing costs would be necessary annually. This fiscal note will show printing cost annually.** Officials estimate printing cost in FY 2004 at \$60,000; \$61,800 in FY 2005; and \$63,654 in FY 2006.

Officials of the **Office of Administration** assume this proposal would have fiscal impact on the Office of Secretary of State and all agencies required to submit program information to the statewide system. Officials assume this proposal would have fiscal impact to the State's General Revenue Fund. Officials assume no fiscal impact to the Office of Administration.

Officials of the **Department of Labor and Industrial Relations** assume their department would have costs associated with compilation of information. Officials assume costs could not be taken from the Unemployment Compensation Trust Fund and would have to come from the State's General Revenue Fund. Officials assume costs are unknown and could exceed \$100,000 annually.

Officials of **Southwest Missouri State University** assume they would have insignificant costs of approximately \$1450. Officials are unsure if they would be required to submit information to the catalog system.

<u>FISCAL IMPACT - State Government</u>	FY 2004 (10 Mo.)	FY 2005	FY 2006
---	---------------------	---------	---------

HIGHWAY FUND

Cost to Department of Transportation allocation cost and staff time	<u>(Unknown)</u>	<u>(Unknown)</u>	<u>(Unknown)</u>
--	------------------	------------------	------------------

<u>ESTIMATED NET EFFECT TO HIGHWAY FUND</u>	<u>(Unknown)</u>	<u>(Unknown)</u>	<u>(Unknown)</u>
--	-------------------------	-------------------------	-------------------------

**MISSOURI CATALOG OF
 ASSISTANCE PROGRAMS
 RESOURCES FUND**

Income to Catalog Resources Fund
 from state agencies allocation costs

	\$151,652	\$162,668	\$167,044
--	-----------	-----------	-----------

Cost to Catalog Resources Fund
 administration of catalog preparation.

Personnel Costs (2.0 FTE)	(\$59,747)	(\$71,697)	(\$73,489)
Fringe Benefits	(\$24,180)	(\$29,016)	(\$29,741)
Equipment	(\$7,575)	\$0	\$0
Expense	(\$150)	(\$155)	(\$160)
Printing	(\$60,000)	(\$61,800)	(\$63,654)

**Total Estimated costs to Catalog
 Resources Fund**

	<u>(\$151,652)</u>	<u>(\$162,668)</u>	<u>(\$167,044)</u>
--	--------------------	--------------------	--------------------

**ESTIMATED NET EFFECT TO
 CATALOG RESOURCES FUND**

	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
--	------------	------------	------------

GENERAL REVENUE FUND

Cost to Certain State Agencies
 catalog allocation costs to Catalog
 Assistance Programs Resources Fund

	<u>(\$151,652 to Unknown)</u>	<u>(\$162,668 to Unknown)</u>	<u>(\$167,044 to Unknown)</u>
--	--------------------------------------	--------------------------------------	--------------------------------------

**ESTIMATED NET EFFECT TO
 STATE GENERAL REVENUE FUND**

	<u>(\$151,652 to Unknown) *</u>	<u>(\$162,668 to Unknown) *</u>	<u>(\$167,044 to Unknown) *</u>
--	--	--	--

* Unknown costs are cost associated with compilation of materials by state agencies.

<u>FISCAL IMPACT - Local Government</u>	FY 2004 (10 Mo.)	FY 2005	FY 2006
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

FISCAL IMPACT - Small Business

No direct fiscal impact to small businesses would be expected as a result of this proposal.

DESCRIPTION

This bill requires the Secretary of State to develop a Missouri Catalog of Assistance Programs to serve as the repository of information for public assistance programs. The catalog must be available in a printed form and in an electronic form that is accessible over the Internet. A task team consisting of one person from each state agency is established to facilitate information gathering for the development of the catalog. The task team must submit a report to the Governor, members of the General Assembly, and the Chief Justice of the Missouri Supreme Court proposing a plan to standardize the application for state assistance. The catalog must be operational by June 30, 2004, and it must provide a notice of funding availability. The bill specifies information that must be included in the catalog about each program that is listed.

The bill also creates the Missouri Catalog of Assistance Programs Resource Fund, to be administered by the Secretary of State. The fund consists of costs assessed to state agencies based on the percentage of funds the agency represents during each state fiscal year.

This legislation is not federally mandated, would not duplicate any other program and would not require additional capital improvements or rental space.

SOURCES OF INFORMATION

Office of Lt. Governor
Office of State Auditor
Office of Secretary of State
Office of Attorney General
Office of State Treasurer
Missouri Gaming Commission
Missouri Ethics Commission
Missouri State Senate
Missouri House of Representatives
Department of Health

SOURCES OF INFORMATION (continued)

Department of Insurance
Department of Mental Health
Department of Revenue- State Tax Commission
Missouri Department of Transportation
Department of Public Safety- All Divisions
Department of Higher Education
Department of Elementary and Secondary Education
Department of Natural Resources
Department of Economic Development
Department of Labor and Industrial Relations
Office of Administration
Office of State Court Administrator
Southwest Missouri State University



Mickey Wilson, CPA
Director
April 29, 2003

LR No. 2153-01
Bill No. HB 718
Page 8 of 8
April 29, 2003

RWB:LR:OD (12/02)