

Department of Civil Service



Department Description

Department of Civil Service includes five (5) budget units: State Civil Service, Municipal Fire and Police Civil Service, Ethics Administration, State Police Commission, and Board of Tax Appeals.

Department Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$6,172,843	\$5,876,028	\$5,925,607	\$6,190,019	\$6,178,824	\$253,217
State General Fund by:						
Interagency Transfers	15,168,346	17,011,074	17,011,074	18,456,790	18,351,535	1,340,461
Fees & Self-generated	4,698,100	4,168,763	4,634,996	4,251,177	4,228,164	(406,832)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	26,039,289	27,055,865	27,571,677	28,897,986	28,758,523	1,186,846
Expenditures and Request:						
State Civil Service	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Municipal Fire and Police Civil Service	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)
Ethics Administration	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
State Police Commission	839,482	906,495	906,495	916,767	910,181	3,686
Board of Tax Appeals	1,756,104	2,298,220	2,298,220	2,379,773	2,372,208	73,988
Total Expenditures	26,039,289	27,055,865	27,571,677	28,897,986	28,758,523	1,186,846



Department Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25		Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Authorized Positions							
Classified	167	167	167	167	167	167	0
Unclassified	15	17	17	17	17	17	0
Total Authorized Positions	182	184	184	184	184	184	0
Authorized Other Charges Positions	0	0	0	0	0	0	0

17-560-State Civil Service

Agency Description

Agency Mission

The mission of Louisiana State Civil Service is to provide merit-based, innovative workforce solutions which enable state government to attract, develop, and retain a productive, diverse, and engaged workforce that excels in delivering quality services to the citizens of Louisiana.

Agency Goal(s)

- I. Executive - Direct the administration of the state's human resources management program as prescribed in the State Constitution and implemented by the rules and policies of the Civil Service Commission and provide for the fiscal, purchasing, human resources, public information, and legal functions for the State Civil Service agency.
- II. Appeals - Satisfy due process requirements for classified employees by providing a system that promptly resolves appeals regarding removal, discipline, rule violations, and discrimination.
- III. Management Information Services - Utilize technology to improve the productivity and effectiveness of State Civil Service, evaluate, analyze, and report statewide employment data to appropriate stakeholders, and provide mechanisms for state agencies to fulfill their legal responsibilities for reporting such data to State Civil Service. Additionally, to provide the mechanism for the maintenance and coordination of historical state employment records.
- IV. Talent Development - Provide targeted products and consulting services that enhance the skills of state employees and help state agencies solve workforce problems through the use of data-driven and research-based approaches. Administer the Comprehensive Public Training Program (CPTP), which helps state employees develop a variety of skills.
- V. Compliance & Audit - Monitor and evaluate the quality of the data used to report actions through an objective evaluation of the human resources practices used by state agencies to manage their classified workforce as well as to evaluate the overall compliance with Civil Service rules and policies.
- VI. Testing & Recruiting - Provide a process whereby applicants for classified positions are evaluated through a validated, objective, merit-based written examination and given scores that will assist state agencies in making effective hiring decisions.
- VII. Operations:
 - Compensation - Establish and maintain a uniform classification system that accurately reflects jobs duties of classified employees as the work performed by state government continuously evolves, while additionally administering the compensation system through developing and implementing compensation practices that can be adapted to meet agencies' unique needs within the limits of a uniform pay plan structure.
 - Talent Acquisition and Workforce Development - Provide processes and policies that enable state agency managers to fill vacant positions with highly qualified applicants through a modern and efficient statewide hiring framework process and in accordance with legal and professional standards.
 - HR Program Support - Provide effective and efficient consultation to state agency partners regarding Civil Service Rules, state and federal laws, and human resources policies and procedures while strategically addressing workforce needs, challenges, and opportunities within the state's classified human resources program. The Civil Service system provides a human resource management program for all employees that includes open recruiting, appointments, and promotions based on merit, a uniform pay system, a standard performance evaluation system, uniform leave benefits, flexible hours of work, ways to recognize excellence, and the opportunity to have disciplinary actions reviewed to assure that they have been taken for cause. The



program also requires that all managers be trained in the meaning and application of those policies. Taken together, the rules and policies are designed to assure that employees are treated fairly and in a manner that is consistent with all relevant federal employment laws.

For additional information see: [Louisiana State Civil Service](#)

Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	14,306,257	15,019,215	15,019,215	16,383,019	16,285,688	1,266,473
Fees & Self-generated	423,439	449,670	449,670	491,833	488,838	39,168
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Expenditures and Request:						
Administrative	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Total Expenditures	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Authorized Positions						
Classified	105	105	105	105	105	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	105	105	105	105	105	0
Authorized Other Charges Positions	0	0	0	0	0	0

5601-Administrative

Program Authorization

The Administration & Support Program of the Louisiana State Civil Service exist under the authorization of Article X of the Constitution of the State of Louisiana.

Program Description

Program Mission:

To provide state agencies with an effective human resources system that ensures quality service and accountability to the public interest by maintaining a balance between discretion and control, making that balance flexible enough to match the rapidly changing environment in which government operates, and to maintain the official personnel records of the state. Additionally, to promote effective human resource management throughout state government by developing, implementing, and evaluating systems for job evaluation, pay, employment, promotion, and personnel management and by administering these systems through rules, policies, and practices that encourage wise utilization of the state's financial and human resources.

Program Goals:

Provide effective Human Resources (HR) leadership driven by policies that effect transparent and accountable HR practices; resulting in employers having the key tools and skills needed to ensure that employees are empowered and equipped to accomplish the organization's desired outcomes and goals, as achieved through individual Section/Activity goals. [Louisiana Constitution, Article X Section 6]

Program Activities:

- The Executive Activity manages the Louisiana merit system through the State Civil Service Commission and also provides the operational functions that include the Accounting, Budgeting, Human Resources, Performance Planning, Procurement, Mail, and Property Control for the Department of State Civil Service and the Civil Service Commission. Some of these operational functions are provided to the Division of Administrative Law, Ethics Administration, and Municipal Fire and Police.
- The Appeals Activity provides referees and administrative support staff to hear and decide employee appeals filed under Article X, Part I of the Louisiana Constitution.
- The Management Information System Activity provides the technology necessary for managing information on the state's workforce as required by the Article X of the Louisiana Constitution and Louisiana Revised Statutes.
- The Learning, Performance, & Culture Activity provides targeted products and consulting services that enhance the skills of state employees and help state agencies solve workforce problems through the use of data-driven and research-based approaches. Administer the Comprehensive Public Training Program (CPTP), which helps state employees develop a variety of skills.
- The Compliance & Audit Activity monitors and evaluates the quality of the data used to report actions through an objective evaluation of the human resources practices used by state agencies to manage their classified workforce as well as to evaluate the overall compliance with Civil Service rules and policies.
- The Testing & Recruiting Activity provides a process whereby applicants for classified positions are evaluated through a validated, objective, merit-based written examination and given scores that will assist state agencies in making effective hiring decisions.

OPERATIONS

- The Compensation Division establishes and maintains a uniform classification system that accurately reflects jobs duties of classified employees as the work performed by state government continuously evolves while additionally administering the compensation system through developing and implementing compensation practices that can be adapted to meet agencies' unique needs within the limits of a uniform pay plan structure.
- The Talent Acquisition and Workforce Development Division provides processes and policies that enable state agency managers to fill vacant positions with highly qualified applicants through a modern and efficient statewide hiring framework process and in accordance with legal and professional standards.
- The HR Program Support Division provides effective and efficient consultation to state agency partners regarding Civil Service Rules, state and federal laws, and human resources policies and procedures while strategically addressing workforce needs, challenges, and opportunities within the state's classified human resources programs.

The State Civil Service has one program: Administrative and Support Program.

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	14,306,257	15,019,215	15,019,215	16,383,019	16,285,688	1,266,473
Fees & Self-generated	423,439	449,670	449,670	491,833	488,838	39,168
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Expenditures and Request:						
Personnel Services	12,937,115	13,534,970	13,534,970	14,816,668	14,746,977	1,212,007
Operating Expenses	1,013,111	1,066,239	1,088,039	1,143,142	1,113,329	25,290
Professional Services	0	30,000	30,000	30,822	30,000	0
Other Charges	772,186	835,076	813,276	873,075	873,075	59,799
Acquisitions & Major Repairs	7,284	2,600	2,600	11,145	11,145	8,545
Total Expenditures & Request	14,729,696	15,468,885	15,468,885	16,874,852	16,774,526	1,305,641
Authorized Positions						
Classified	105	105	105	105	105	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	105	105	105	105	105	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

In accordance with R.S. 42:1383, this program is funded with Interagency Transfers from all state budget units with classified employees, and Fees and Self-generated Revenues from non-budgeted units with classified employees.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Organization	Description
0	15,468,885	105	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$0	\$11,145	0	Acquisitions & Major Repairs
\$0	\$(69,691)	0	Attrition Adjustment
\$0	\$7,249	0	Capitol Park Security
\$0	\$29,294	0	Civil Service Training Series
\$0	\$48,502	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$36,593	0	Group Insurance Rate Adjustment for Retirees
\$0	\$702	0	Legislative Auditor Fees
\$0	\$384,546	0	Market Rate Classified
\$0	\$(2,600)	0	Non-Recurring Acquisitions & Major Repairs
\$0	\$64	0	Office of State Procurement
\$0	\$8,499	0	Office of Technology Services (OTS)
\$0	\$236,343	0	Related Benefits Base Adjustment
\$0	\$26,798	0	Rent in State-Owned Buildings
\$0	\$(133,685)	0	Retirement Rate Adjustment
\$0	\$15,965	0	Risk Management
\$0	\$680,105	0	Salary Base Adjustment
\$0	\$522	0	UPS Fees
0	1,280,351	0	Total Statewide
Non-Statewide Adjustments			
\$0	\$25,290	0	Increases funding for subscriptions and licenses.
0	25,290	0	Total Non-Statewide
0	16,774,526	105	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2024-2025	Existing Operating Budget (EOB) as of 12/01/25				Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
		Enacted FY2025-2026	449,670	449,670	449,670			
Fees & Self-generated Revenues	423,439					491,833	488,838	39,168

Professional Services

Amount	Description
\$15,000	Professional Services - Other - Strategic planning, workforce development, analysis, and organizational development
\$15,000	Professional Services - Legal counsel for representation in litigations
\$30,000	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
Other Charges:	
	This program does not have funding for Other Charges
Interagency Transfers:	
\$5,363	Production Support Services (PSS) - Mail and printing
\$118,893	Office of Telecommunications Management - Telephone and data services
\$65,438	Capitol Park Security Fees
\$46,307	Legislative Auditor Fees
\$73,632	Office of Risk Management (ORM) Premiums



Other Charges

Amount	Description
\$726	Office of State Procurement (OSP) Fees
\$105,977	Office of Technology Services (OTS) Fees
\$448,043	Rent in State-owned Buildings
\$8,696	Uniform Payroll System (UPS) Fees
\$873,075	SUB-TOTAL INTERAGENCY TRANSFERS
\$873,075	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
Acquisitions:	
\$11,145	Five (5) replacement laptops
\$11,145	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Objective: 5601-01 Measures the progress toward achieving departmental and statewide goals.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Number of reportable repeat findings by the LLA	0	0	0	0	0
[K] Percentage of departmental goals achieved	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of classified state employees (FTE) as of June 30	36,827	71,084.32	36,863.26	37,123.13	37,239.39
Number of unclassified state employees (FTE) as of June 30	24,697	47,839.56	24,353.38	24,842.46	25,196.83
Overall turnover rate in the entire classified service	137.04%	18.42%	18.69%	19.8%	17.78%
Ratio of State Civil Service staff to classified employees (one employee per value)	1,488	376	386	386.93	368.71

Objective: 5601-02 To hear cases promptly by offering a hearing or otherwise disposing of 85% of cases within 90 days after the case was ready for a hearing.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of cases offered a hearing or disposed of within 90 days	94.71%	85%	85%	85%	85%



Objective: 5601-03 Decide cases promptly by rendering 85% of decisions within 60 days after the case was submitted for a decision.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of decisions rendered within 60 days	88.37%	85%	85%	85%	85%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of incoming appeals	95	67	86	63	99
Number of final dispositions	106	72	115	73	85
Cases pending as of June 30	46	55	38	28	32

Objective: 5601-04 To provide effective network and data security, managing data inclusive of all statewide human resources systems, and developing technical applications to allow for improved efficiency and accuracy in statewide reporting for the state agencies and the citizens of Louisiana.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of data requests provided within prescribed timeframe	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Average turnaround time in days for data requests	1	1	1	1	1
Average response time in days for internal IT support requests	0.39	0.04	0.02	0.01	0.02
Percentage of monthly data quality reports conducted	100%	0%	100%	100%	100%

Objective: 5601-05 State Civil Service continues to offer training opportunities to help classified state employees, especially agency supervisors and HR managers in developing the skills necessary to positively affect the productivity, efficiency, and morale of their workforce through proper employee management.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of mandatory courses offered for supervisors twice a year	100%	100%	100%	100%	100%



General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of mandatory courses offered at key locations throughout the State	179	207	129	223	274
Number of students in web-based courses	148,398	174,319	196,929	168,795	206,711
Number of agency specific deliverables developed	0	10	10	10	23
Number of students in Preventing Sexual Harassment web	51,699	58,009	53,896	41,910	42,349
Number of students in PSH for Supervisors web-based courses	Not Available	Not Available	10,616	9,640	10,155
Number of download links provided	Not Applicable	Not Applicable	Not Applicable	Not Applicable	0
Number of students instructed via classroom facilitation	2,236	3,186	2,957	4,260	4,577
Number of instructor led courses offered	185	266	197	301	307

Objective: 5601-06 Continuously provide mechanisms to evaluate overall agency compliance with Civil Service rules and policies.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of SCS Compliance Audits Conducted	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of SCS Compliance Audits conducted	46	48	51	46	53
Number of investigations conducted	22	13	18	6	6

Objective: 5601-07 Provide recruiting & workforce planning assistance to state agencies to help them maintain a stable and skilled workforce by utilizing the appropriate Civil Service rules and agency policies.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of support provided at recruiting functions	0%	Not Applicable	Not Applicable	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of Protective Services Exams administered	7,145	6,671	6,371	3,180	644
Number of targeted recruiting events/activities attended and/or coordinated	15	18	49	52	52



Objective: 5601-08 To assure that salaries are competitive, SCS annually reviews market pay levels in the relevant employment market which includes the private sector, comparable jobs in governmental entities and other public sector employees as available to make recommendations to the State Civil Service Commission and the Governor concerning the pay levels of the classified service.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of annual reviews of market pay level completed	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of salary surveys completed or reviewed	83	72	53	58	59

Objective: 5601-09 Continuously implement and maintain appropriate measures to ensure compliance with the merit system principle of a uniform classification and pay plan.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of classified position descriptions allocated within the prescribed turnaround timeframe	100%	90%	90%	90%	90%

Objective: 5601-10 Continually review all existing job titles, including job specifications and allocation criteria, to ensure that job concepts and pay levels accommodate classification needs in a rapidly changing work environment.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of classified job specifications reviewed annually	255.61%	25%	25%	25%	25%



Objective: 5601-11 Routinely provide agency hiring managers with eligible lists of candidates meeting established minimum qualification requirements.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of classified eligible lists returned to agencies within prescribed turnaround timeframe	99.79%	90%	90%	90%	90%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of applicants	338,556	262,795	291,735	347,800	360,055
Number of job postings	9,526	13,306	15,397	13,843	11,086

Objective: 5601-12 To provide leadership to HR professionals and agency managers using merit system principles.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Number of Consultations with Agency leadership conducted annually	20	20	20	20	20

17-561-Municipal Fire and Police Civil Service

Agency Description

Agency Mission

The mission of the Office of State Examiner, Municipal Fire and Police Civil Service, is to provide support and guidance to local jurisdictions who administer an effective, cost-efficient civil service system based on merit, efficiency, fitness, and length of service, consistent with the law and professional standards, for fire fighters and police officers in covered municipalities, Parish Fire Departments, and Fire Protection Districts, in order to provide a continuity in quality of law enforcement and fire protection for the citizens of the State in rural and urban areas.

Agency Goals

- I. To advance the public safety and welfare of the citizens of Louisiana by developing and administering tests of fitness, validated in accordance with professional standards for employee selection, in order to determine the eligibility of applicants for employment and promotion in positions of the fire and police services. (LSA-R.S. 33:2479(G)(3); R.S. 33:2539(3); R.S. 33:2492; and R.S. 33:2552)
- II. To advance public safety and welfare of the citizens of Louisiana by establishing and maintaining a Fire-fighter and Police Officer statewide eligibility list containing names of persons eligible for appointment to these classes by any municipality, parish, or fire protection district under the municipal fire and police civil service system. (LSA R.S. 33:2479(G)(3); R.S. 33:2491(1); R.S. 33:2494(A)(2); R.S. 33:2539 (3); R.S. 33:2492; and R.S. 33:2552)
- III. To advance the public safety and welfare of the citizens of Louisiana by providing operational guidance to fire and police civil service boards, governing and appointing authorities, department chiefs and other public officers, and the employees of the classified fire and police services regarding the legal requirements of the Municipal Fire and Police Civil Service System and the administration and management of personnel within the classified service. (LSA R.S. 33:2479(G)(1),(2),(4),(5),(6); R.S. 33:2539(1),(2),(4),(5),(6); R.S. 33:2483; and R.S. 33:2543)
- IV. For additional information see: [Office of State Examiner Fire & Police Civil Service](#)

Statement of Agency Strategy for Development of Human Resource Policies that are Helpful and Beneficial to Women and Families:

The Office of State Examiner, Municipal Fire and Police has adopted a policy which addresses responsible leave management. This special policy encourages responsible usage, a condition which we hope will improve the efficiency of service to those served by this office. The policy is intended to encourage advance leave planning, so that we may more efficiently meet work demands while also allowing employees to have needed time away from the office. The agency is sensitive to the needs and concerns associated with family care situations. The Office of State Examiner has also adopted a Family and Medical Leave policy which provides for leave of absence in accordance with the provisions of the Family and Medical Leave Act of 1993.

Agency Budget Summary

Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:					
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0
State General Fund by:					
Interagency Transfers	0	0	0	0	0



Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Fees & Self-generated	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)
Expenditures and Request:						
Administrative	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)
Total Expenditures	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)
Authorized Positions						
Classified	21	21	21	21	21	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	21	21	21	21	21	0
Authorized Other Charges Positions	0	0	0	0	0	0

5611-Administrative

Program Authorization

The Office of State Examiner, Municipal Fire and Police Civil Service, Agency No. 17-561, is authorized by Article X, Sections 16-20 of the 1974 Constitution of the State of Louisiana, which continues in force and effect Article XIV, Section 15.1 of the Constitution of 1921, as LSA R.S. 33:2471 et seq. The agency is authorized also under R.S. 33:2531 et seq., the Municipal Fire and Police Civil Service for Small Municipal and for Parishes, and Fire Protection Districts, and R.S. 33:2591, the Fire and Police Civil Service Law for Municipalities between 250,000 and 500,000.

Program Description

The mission of the Office of State Examiner, Municipal Fire and Police Civil Service, is to provide support and guidance to local jurisdictions who administer an effective, cost-efficient civil service system based on merit, efficiency, fitness, and length of service, consistent with the law and professional standards, for fire fighters and police officers in covered municipalities, Parish Fire Departments, and Fire Protection Districts, in order to provide a continuity in quality of law enforcement and fire protection for the citizens of the State in rural and urban areas.

The goals of the Municipal Fire and Police Civil Service are:

- I. To advance the public safety and welfare of the citizens of Louisiana by developing and administering tests of fitness, validated in accordance with professional standards for employee selection, in order to determine the eligibility of applicants for employment and promotion in positions of the fire and police services. (LSA-R.S. 33:2479(G)(3); R.S. 33:2539(3); R.S. 33:2492; and R.S. 33:2552)
- II. To advance public safety and welfare of the citizens of Louisiana by establishing and maintaining a Fire-fighter and Police Officer statewide eligibility list containing names of persons eligible for appointment to these classes by any municipality, parish, or fire protection district under the municipal fire and police civil service system. (LSA R.S. 33:2479(G)(3); R.S. 33:2491(1); R.S. 33:2494(A)(2); R.S. 33:2539 (3); R.S. 33:2492; and R.S. 33:2552)
- III. To advance the public safety and welfare of the citizens of Louisiana by providing operational guidance to fire and police civil service boards, governing and appointing authorities, department chiefs and other public officers, and the employees of the classified fire and police services regarding the legal requirements of the Municipal Fire and Police Civil Service System and the administration and management of personnel within the classified service. (LSA R.S. 33:2479(G)(1),(2),(4),(5),(6); R.S. 33:2539(1),(2),(4),(5),(6); R.S. 33:2483; and R.S. 33:2543)

Program Budget Summary

Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:					
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0
State General Fund by:					
Interagency Transfers	0	0	0	0	0
Fees & Self-generated	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467
Statutory Dedications	0	0	0	0	0
Federal Funds	0	0	0	0	0
Total Means of Finance	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467
Expenditures and Request:					
Personnel Services	2,148,597	2,475,386	2,475,386	2,593,105	2,593,105
Operating Expenses	354,839	431,171	431,171	443,797	431,983
					812



Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Professional Services	1,194,011	193,400	649,294	25,299	20,000	(629,294)
Other Charges	85,036	82,277	82,277	97,379	97,379	15,102
Acquisitions & Major Repairs	31,456	0	0	60,000	60,000	60,000
Total Expenditures & Request	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)

Authorized Positions

Classified	21	21	21	21	21	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	21	21	21	21	21	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with Fees and Self-generated Revenues as provided for under R.S. 22:1476(A)(2), entitled the Municipal Fire and Police Civil Service Operating Dedicated Fund Account which shall be used solely for the operations of the office of state examiner. Revenue is collected from two and one-half hundredths of one percent of the gross direct insurance premiums received in the state, in the preceding year, by insurers doing business in the state.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
0	3,638,128	21	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$0	\$60,000	0	Acquisitions & Major Repairs
\$0	\$1,272	0	Civil Service Fees
\$0	\$8,091	0	Civil Service Training Series
\$0	\$10,868	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$4,224	0	Group Insurance Rate Adjustment for Retirees
\$0	\$62,469	0	Market Rate Classified
\$0	\$(455,894)	0	Non-recurring Carryforwards
\$0	\$11,453	0	Office of Technology Services (OTS)
\$0	\$(19,415)	0	Related Benefits Base Adjustment
\$0	\$(21,949)	0	Retirement Rate Adjustment
\$0	\$2,314	0	Risk Management
\$0	\$73,431	0	Salary Base Adjustment
\$0	\$63	0	UPS Fees
0	(263,073)	0	Total Statewide
Non-Statewide Adjustments			
\$0	\$812	0	Increases Fees and Self-generated Revenues out of the Municipal Fire and Police Operating Dedicated Fund Account for increased subscription costs.
\$0	\$(173,400)	0	Non-recurs Fees and Self-generated Revenues out of the Municipal Fire and Police Civil Service Operating Fund Account for the transition to a new database.
0	(172,588)	0	Total Non-Statewide
0	3,202,467	21	Total Recommended



Fees & Self-generated

Fund	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Municipal Fire and Police Civ Ser Oper Dedicated Fund Acct	3,813,940	3,182,234	3,638,128	3,219,580	3,202,467	(435,661)

Professional Services

Amount	Description
\$15,000	Legal service contract
\$5,000	Funding for data base system
\$20,000	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
Other Charges:	
	This program does not have any funding for Other Charges.
Interagency Transfers:	
\$11,191	Civil Service Fees
\$13,259	Office of Risk Management (ORM) Premiums
\$16,869	Office of Telecommunications Management - Telephone and data services
\$54,754	Office of Technology Services (OTS) Fees
\$1,306	Uniform Payroll System (UPS) Fees
\$97,379	SUB-TOTAL INTERAGENCY TRANSFERS
\$97,379	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
Acquisitions:	
\$45,000	One (1) replacement vehicle
\$15,000	Replacement scanner and scanner reader software
\$60,000	TOTAL ACQUISITIONS AND MAJOR REPAIRS



Objective: 5611-01 To advance the public safety and welfare of the citizens of Louisiana by developing and administering tests of fitness, validated in accordance with professional standards for employee selection, in order to determine the eligibility of applicants for employment and promotion in positions of the fire and police services.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link The Office of State Examiner provides human resource policies that support women and their families. Policies, include, but are not limited to, Equal Employment, Family and Medical Leave, Leave for Maternity, as well as flexible work schedules as approved by management. These policies are reviewed on a regular basis and updated as needed. Additionally, the Administrative Program Director monitors state and federal guidelines as well as internal feedback from management to assure compliance and initiate process improvement as needed.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) The Office of State Examiner (OSE) was established under the Municipal Fire and Police Civil Service Law, in part, to provide lists of qualified eligible candidates for appointment to positions in the fire and police services. Qualified fire and police personnel ensure a continuity of public safety protection across both rural and urban areas of the state. Citizens of the state of Louisiana deserve to live and work in an environment where they are free from threats and hazards that imperil their lives and property and should be assured of a standard of professionalism from public safety employees throughout the state. It is, therefore, necessary that government must attract and retain personnel who possess the qualities that assure public safety.

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Average number of days from date of test to date scores are mailed	5.7	7	7	7	7
[S] Percent of eligibility lists provided within 30 days from date of exam to date scores are mailed	100%	98%	98%	98%	98%
[S] Percent of tests administered within 90 days from receipt of board approved applicants to date of exam	100%	96%	96%	96%	96%
[K] Number of lists of exam results submitted within 30 days or less	513	400	400	400	400
[K] Number of tests administered within 90 days of received board approved applicants	505	350	350	350	350

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of exams requested.	358	239	562	697	551
Number of examinations administered.	584	528	591	493	518
Number of new validation studies conducted for customized exams.	117	127	118	99	62
Number of customized exams developed for administration.	224	233	299	247	283
Number of candidates tested.	5,050	3,016	2,903	2,619	2,416
Total number of eligibility lists submitted for certification by civil service boards.	551	402	571	490	513
Number of validation studies completed on current standard exams.	0	14	0	0	0

Objective: 5611-02 To advance public safety and welfare of the citizens of Louisiana by establishing and maintaining a Firefighter and Police Officer statewide eligibility list containing names of persons eligible for appointment to these classes by any municipality, parish, or fire protection district under the municipal fire and police civil service system.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Number of regional examinations and special request examinations administered for entrance classes.	38	30	30	30	30

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of applicants applied for statewide exam.	Not Applicable	Not Applicable	1,292	1,515	441
Number of candidates tested for statewide exam.	Not Applicable	Not Applicable	413	524	164
Number of applicants applied for online entry level exam.	Not Applicable	Not Applicable	3,364	3,833	5,399
Number of candidates tested for online entry level exam.	Not Applicable	Not Applicable	1,653	1,700	2,434

Objective: 5611-03 To advance the public safety and welfare of the citizens of Louisiana by providing operational guidance to fire and police civil service boards, governing and appointing authorities, department chiefs and other public officers, and the employees of the classified fire and police services regarding the legal requirements of the Municipal Fire and Police Civil Service System and the administration and management of personnel within the classified service.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link The Office of State Examiner provides human resource policies that support women and their families. Policies, include, but are not limited to, Equal Employment, Family and Medical Leave, Leave for Maternity, as well as flexible work schedules as approved by management. These policies are reviewed on a regular basis and updated as needed. Additionally, the Administrative Program Director monitors state and federal guidelines as well as internal feedback from management to assure compliance and initiate process improvement as needed.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Average number of working days to respond to written requests for guidance.	1	1	1	1	1
[S] Number of potential jurisdictions to which the law applies and with whom contact has been initiated by the OSE.	1	3	3	3	3
[S] Number of lists of approved promotional candidates verified for compliance with civil service law.	373	200	200	200	200
[S] Number of revisions to classification plans recommended for adoption by civil service boards.	65	75	75	75	75
[S] Number of revisions to board rules recommended for adoption by civil service boards.	18	20	20	20	20



Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[S] Percentage of survey respondents indicating satisfaction with website resources.	100%	98%	98%	98%	98%
[S] Number of lists of approved competitive candidates verified for compliance with civil service law.	170	150	150	150	150
[K] Number of reviews to current and proposed classification descriptions.	447	150	150	150	150
[K] Number of reviews to current and proposed board rules.	44	30	30	30	30

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of jurisdictions in Municipal Fire and Police Civil Service System.	145	145	145	145	145
Number of covered employees in MFPSCS System.	9,082	9,120	9,018	9,182	9,495
Cost per covered employee within MFPSCS System.	254.05	\$259	280.94	271.55	401.68
Number of civil service minutes reviewed.	821	708	810	855	793
Number of individuals trained through seminars or individual orientations.	218	479	199	339	137
Number of visitors annually to agency website.	117,120	105,965	105,897	110,085	100,822
Per capita cost for providing qualified eligibles in jurisdictions covered by MFPSCS System.	0.87	0.85	0.92	0.89	1.15
Number of advisory telephone calls.	7,008	8,083	9,826	8,145	6,899
Number of letters written providing information/advice.	2,681	2,529	2,807	674	596
Number of jurisdictions added for which civil service boards have sworn in.	6	3	0	2	1
Number of personnel action forms received.	6,427	7,392	8,437	8,421	7,579
Number of resources distributed.	2,339	3,159	3,511	2,361	1,175
Number of personnel action forms (PAFs) reviewed for compliance with civil service law.	5,240	9,647	8,145	9,200	7,657
Number of PAFs returned to jurisdictions for correction because of errors in applications of civil service law	65	145	153	259	219



17-562-Ethics Administration

Agency Description

Agency Mission

The mission of the Ethics Administration Program is to provide staff support for the Louisiana Board of Ethics, which administers and enforces Louisiana's conflicts of interest legislation, campaign finance disclosure requirements, and lobbyist registration and disclosure laws to achieve compliance by governmental officials, public employees, candidates, and lobbyists and to provide public access to disclosed information.

Agency Goals

- I. To improve the level of education and awareness by public servants in order to ensure compliance with conflicts of interest standards, campaign finance disclosure requirements, and lobbyist registration and disclosure requirements.
- II. To ensure that the administrative duties of the Louisiana Board of Ethics are carried out and reported to the public in a timely and efficient manner by the Ethics Administration Program in accomplishing its mission and vision as to increasing public confidence relative to the accountability of public servants, candidates, political committees, and lobbyists.

Statement of Agency Strategies for Development of Human Resource Policies that are Helpful and Beneficial to Women and Families:

The Ethics Administration Program (EAP) has policies that address the following issues that are helpful and beneficial to women and families: overtime, family and medical leave, attendance and leave, and sexual harassment policy.

For additional information see: [Louisiana Ethics Administration Program](#)

Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$4,741,029	\$5,024,533	\$5,074,112	\$5,329,759	\$5,323,643	\$249,531
State General Fund by:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	159,037	175,498	185,837	177,255	175,498	(10,339)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
Expenditures and Request:						
Administrative	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
Total Expenditures	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
Authorized Positions						
Classified	41	41	41	41	41	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	41	41	41	41	41	0
Authorized Other Charges	0	0	0	0	0	0
Positions						



5621-Administrative

Program Authorization

The Ethics Administration Program (EAP) provides staff support to the Board of Ethics. LSA-R.S. 42:1101, et seq., establishes the Code of Governmental Ethics and creates the Board of Ethics. LSA-R.S. 18:1481, et seq., establishes the Campaign Finance Disclosure Act and designates the Board of Ethics to administer the provisions thereof. LSA-R.S. 24:50, et seq. establishes the Legislative Lobbyist Registration and Disclosure Act and provides for the enforcement thereof by the Board of Ethics. LSA-R.S. 49:71, et seq., establishes the Executive Branch Lobbyist Registration and Disclosure Act and provides for the enforcement thereof by the Board of Ethics. LSA-R.S. 33:9661, et seq. establishes the Local Lobbyist Registration and Disclosure Act and provides for enforcement thereof by the Louisiana Board of Ethics.

Program Description

The mission of the Administration Program is to provide staff support for the Louisiana Board of Ethics, which administers and enforces Louisiana's conflicts of interest legislation, campaign finance disclosure requirements, and lobbyist registration and disclosure laws, to achieve compliance by governmental officials, public employees, candidates, and lobbyists and to provide public access to disclosed information.

The goals of the Administration Program are as follows:

- I. Improve the level of education and awareness by public servants in order to ensure compliance with conflicts of interest standards, campaign finance disclosure requirements, and lobbyist registration and disclosure requirements.
- II. Ensure that the administrative duties of the Louisiana Board of Ethics are carried out in a timely and efficient manner by the staff in order to increase public confidence relative to the accountability of public servants, candidates, political committees, and lobbyists.

The Administration Program includes the following activities:

- **Administrative Support** - The Ethics Administration Program provides staff support for the Louisiana Board of Ethics, which administers and enforces Louisiana's conflicts of interest legislation, campaign finance disclosure requirements, and lobbyist registration and disclosure laws. The Board of Ethics renders advisory opinions and conducts investigations with respect to the aforementioned laws. The Board makes available for viewing, via its website, disclosure reports filed. Furthermore, the Board of Ethics provides training and education opportunities regarding the laws under its jurisdiction. The Administrative Support Activity provides support services for the Louisiana Board of Ethics, as well for the staff to perform the core functions of the Board.
- **Compliance** - R.S. 42:1141, et seq., provides for the procedure whereby the Board can refer a matter to investigation. Complaints as to potential violations of the Code of Governmental Ethics, Campaign Finance Disclosure Act, and the Lobbyist Disclosure Act are received and considered by the Board of Ethics at its scheduled monthly meetings. If the Board decides to explore the allegations in the complaint, they refer the matter to investigation and the staff of the Ethics Administration Program conducts the confidential investigation. Furthermore, numerous disclosure reports are filed with the Board of Ethics, including, but not limited to, campaign finance disclosure reports by candidates, political committees, and other persons participating in elections; political committee registrations, lobbyist registrations, and expenditure reports; and personal financial disclosure reports by elected officials, certain state employees, and certain members of board and commissions. If a candidate, lobbyist, or person required to file a report does not timely file a report or does not file a report, late fees and penalties are imposed. If the reports are not filed, an order is issued. If the late fees are not paid and the delays for appeals and waivers have expired, the final orders are transferred to the Attorney General's Office for collection.

- Training - During the 2007 legislative session and thereafter, provisions were enacted to require all public servants and lobbyists to receive mandatory annual training on the provisions of the Ethics Code. Furthermore, training is required of elected officials on the campaign finance laws and of lobbyists on the lobbying and conflicts of interest laws. Additionally, there is a requirement that agency heads and political subdivisions designate a person to serve as a liaison between the Ethics Administration Program and their agency. Not only does the law require the Ethics Administration Program to provide opportunities to receive such training, but to also track individuals' compliance with the law.

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$4,741,029	\$5,024,533	\$5,074,112	\$5,329,759	\$5,323,643	\$249,531
State General Fund by:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	159,037	175,498	185,837	177,255	175,498	(10,339)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
Expenditures and Request:						
Personnel Services	4,091,374	4,422,919	4,422,919	4,618,412	4,618,412	195,493
Operating Expenses	194,418	287,321	287,321	335,215	327,342	40,021
Professional Services	0	0	59,918	0	0	(59,918)
Other Charges	589,111	489,791	489,791	553,387	553,387	63,596
Acquisitions & Major Repairs	25,163	0	0	0	0	0
Total Expenditures & Request	4,900,066	5,200,031	5,259,949	5,507,014	5,499,141	239,192
Authorized Positions						
Classified	41	41	41	41	41	0
Unclassified	0	0	0	0	0	0
Total Authorized Positions	41	41	41	41	41	0
Authorized Other Charges Positions	0	0	0	0	0	0

Source of Funding

This program is funded with State General Fund (Direct) and Fees and Self-generated Revenues from filing fees for all political action committees authorized by R.S. 18:1491.1(E), legislative lobbying registration fees authorized by R.S. 24:53(J) and for executive lobbying registration fees authorized by R.S. 49:74(G), and fees for for providing copies of reports, transcripts, etc.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
5,074,112	5,259,949	41	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$28,059	\$28,059	0	Acquisitions & Major Repairs
\$45,319	\$45,319	0	Administrative Law Judges
\$142	\$142	0	Capitol Park Security
\$121	\$121	0	Civil Service Fees
\$4,920	\$4,920	0	Civil Service Training Series



Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$18,015	\$18,015	0	Group Insurance Rate Adjustment for Active Employees
\$3,750	\$3,750	0	Group Insurance Rate Adjustment for Retirees
\$126,016	\$126,016	0	Market Rate Classified
\$(49,579)	\$(59,918)	0	Non-recurring Carryforwards
\$10,166	\$10,166	0	Office of Technology Services (OTS)
\$56,631	\$56,631	0	Related Benefits Base Adjustment
\$6,913	\$6,913	0	Rent in State-Owned Buildings
\$(43,420)	\$(43,420)	0	Retirement Rate Adjustment
\$712	\$712	0	Risk Management
\$29,581	\$29,581	0	Salary Base Adjustment
\$223	\$223	0	UPS Fees
237,569	227,230	0	Total Statewide
Non-Statewide Adjustments			
\$11,962	\$11,962	0	Increases funding for subscriptions, licenses, and software maintenance contracts.
11,962	11,962	0	Total Non-Statewide
5,323,643	5,499,141	41	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	159,037	175,498	185,837	177,255	175,498	(10,339)

Professional Services

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

Other Charges

Amount	Description
Other Charges:	
\$21,000	Maintenance of electronic filing system
\$21,000	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$30,384	Production Support Services (PSS) - Mail and printing
\$65,489	Office of Telecommunications Management - Telephone and data services
\$147,676	Administrative Law Judges Fees
\$18,395	Capital Park Security Fees
\$20,422	Civil Service Fees
\$60,197	Office of Risk Management (ORM) Premiums
\$41,767	Office of Technology Services (OTS) Fees
\$145,102	Rent in State-Owned Buildings
\$2,955	Uniform Payroll System (UPS) Fees
\$532,387	SUB-TOTAL INTERAGENCY TRANSFERS
\$553,387	TOTAL OTHER CHARGES



Acquisitions and Major Repairs

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

Objective: 5621-01 By June 30, 2025, 65% of all reports and registrations are filed electronically.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of reports and registrations filed electronically	58.6%	65%	65%	65%	65%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of reports and registrations filed	43,212	37,959	43,436	48,595	41,826
Number of reports and registrations filed electronically	25,866	22,893	23,539	27,439	24,510
Number of reports and registrations filed in paper format	17,346	15,066	19,897	21,156	17,316

Objective: 5621-02 Reduce the delay between the assignment of an investigation and final staff approval of investigative report as a direct result of streamlining the investigation process, requiring conclusion of 75% of non-complex investigations within a period of no more than 120 days by June 30, 2028.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Number of non-complex investigations completed	205	350	350	350	350
[K] Number of non-complex investigations completed by deadline	67	175	175	175	175
[K] Percentage of non-complex investigation reports completed within deadline	32.68%	50%	50%	50%	50%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of matters referred to investigation	144	202	196	256	154



Objective: 5621-03 Annually increase the number of online presentations available and the number of governmental entities with Ethics Liaisons.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage increase in governmental entities contacted with designated Ethics Liaisons	2.88%	10%	10%	10%	10%
[K] Percentage increase in number of online presentations	0%	20%	20%	20%	20%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of informational presentations	23	20	37	24	24
Number of persons receiving training	1,122	1,884	2,178	2,322	2,096
Number of Governmental Entities contacted	293	294	282	208	214
Number of Governmental Entities with designated Ethics Liaisons	224	281	195	208	214
Number of online presentations	6	6	6	6	6

17-563-State Police Commission

Agency Description

The mission of the State Police Commission is to provide an independent, merit-based system to empower the State of Louisiana to recruit, develop, and retain a state police force with the highest level of professionalism and proactive engagement in providing service to, and protection of, Louisiana's citizens and visitors.

Agency Goals

- I. Appeals - Ensure that the State Police Service Article, the State Police Commission rules, and the principles of a merit-based system are upheld in the disciplinary and appeals process for all members of the state police service.
- II. Personnel Management - Promote effective personnel management practices within the Office of State Police by performing investigations, reviewing contracts, and issuing general circulars and transmittals pertaining to the application and administration of the State Police Service Article and State Police Commission Rules.
- III. Classification and Pay - Maintain an equitable and uniform pay system for all state police service officers through creation and allocation of positions, routine review of the pay plan, and meeting with stakeholders to determine the changing organizational needs of the Office of State Police.
- IV. Examining - Enable the Office of State Police to meet their unique staffing needs in a timely fashion by hiring and promoting the best qualified applicants through the administration of cadet and promotional exams

For additional information see: [Louisiana State Police Commission](#)

Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$784,482	\$851,495	\$851,495	\$860,260	\$855,181	\$3,686
State General Fund by:						
Interagency Transfers	55,000	55,000	55,000	56,507	55,000	0
Fees & Self-generated	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	839,482	906,495	906,495	916,767	910,181	3,686
Expenditures and Request:						
Administration	839,482	906,495	906,495	916,767	910,181	3,686
Total Expenditures	839,482	906,495	906,495	916,767	910,181	3,686
Authorized Positions						
Classified	0	0	0	0	0	0
Unclassified	4	4	4	4	4	0
Total Authorized Positions	4	4	4	4	4	0
Authorized Other Charges	0	0	0	0	0	0
Positions						



5631-Administration

Program Authorization

Louisiana Constitution Article 10 Section 43

Program Description

Program Mission

To provide an independent, merit-based system to empower the State of Louisiana to recruit, develop, and retain a state police force with the highest level of professionalism and proactive engagement in providing service to and protection of Louisiana's citizens and visitors.

Program Goal(s)

- I. Appeals - Ensure that the State Police Service Article, the State Police Commission rules, and the principles of a merit-based system are upheld in the disciplinary and appeals process for all members of the state police service.
- II. Personnel Management - Promote effective personnel management practices within the Office of State Police by performing investigations, reviewing contracts, and issuing general circulars and transmittals pertaining to the application and administration of the State Police Service Article and State Police Commission Rules.
- III. Classification and Pay - Maintain an equitable and uniform pay system for all state police service officers through creation and allocation of positions, routine review of the pay plan, and meeting with stakeholders to determine the changing organizational needs of the Office of State Police.
- IV. Examining - Enable the Office of State Police to meet their unique staffing needs in a timely fashion by hiring and promoting the best qualified applicants through the administration of cadet and promotional exams.

Program Activities

- a. The Administration Program will hear cases promptly by scheduling a hearing or otherwise disposing of 75% of cases within 120 days when the case is ready for a hearing.
- b. The Administration Program will decide cases promptly by rendering 75% of the decisions within 60 days after the case is submitted for decision.
- c. The Administration Program will provide cadet eligibility information to the Office of State Police within ten business days of an exam.
- d. The Administration Program will provide Certificates of Eligibles of candidates for promotional opportunities within seven business days after a posting closes.

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$784,482	\$851,495	\$851,495	\$860,260	\$855,181	\$3,686
State General Fund by:						
Interagency Transfers	55,000	55,000	55,000	56,507	55,000	0
Fees & Self-generated	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Federal Funds	0	0	0	0	0	0
Total Means of Finance	839,482	906,495	906,495	916,767	910,181	3,686
Expenditures and Request:						
Personnel Services	554,844	574,492	574,492	583,736	583,736	9,244
Operating Expenses	24,940	30,900	30,900	31,747	30,900	0
Professional Services	184,068	209,447	209,447	215,186	209,447	0
Other Charges	75,631	91,656	91,656	80,098	80,098	(11,558)
Acquisitions & Major Repairs	0	0	0	6,000	6,000	6,000
Total Expenditures & Request	839,482	906,495	906,495	916,767	910,181	3,686
Authorized Positions						
Classified	0	0	0	0	0	0
Unclassified	4	4	4	4	4	0
Total Authorized Positions	4	4	4	4	4	0
Authorized Other Charges	0	0	0	0	0	0
Positions						

Source of Funding

This program is funded with State General Fund (Direct) and Interagency Transfers from the Department of Public Safety.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Organization	Description
851,495	906,495	4	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$6,000	\$6,000	0	Acquisitions & Major Repairs
\$1,735	\$1,735	0	Group Insurance Rate Adjustment for Active Employees
\$275	\$275	0	Group Insurance Rate Adjustment for Retirees
\$128	\$128	0	Legislative Auditor Fees
\$16,148	\$16,148	0	Market Rate Unclassified
\$(12,293)	\$(12,293)	0	Office of Technology Services (OTS)
\$(1,959)	\$(1,959)	0	Related Benefits Base Adjustment
\$(5,612)	\$(5,612)	0	Retirement Rate Adjustment
\$589	\$589	0	Risk Management
\$(1,343)	\$(1,343)	0	Salary Base Adjustment
\$18	\$18	0	UPS Fees
3,686	3,686	0	Total Statewide
0	0	0	Total Non-Statewide
855,181	910,181	4	Total Recommended

Professional Services

Amount	Description
\$115,500	Funding for legal representation as special counsel to conduct fair and impartial due process administrative hearings.
\$93,947	Funding for contracts for cadet application system and testing services for Louisiana State Police cadet and promotional exams.
\$209,447	TOTAL PROFESSIONAL SERVICES



Other Charges

Amount	Description
	This program does not have funding for Other Charges.
	Interagency Transfers:
\$3,000	Office of Telecommunications Management- Telephone and data services
\$32,308	Rent to Office of Facilities Corporation
\$13,039	Commodities and Services
\$15,769	Legislative Auditor Fees
\$3,362	Office of Risk Management (ORM) Premiums
\$12,027	Office of Technology Services (OTS) Fees
\$593	Uniform Payroll System (UPS) Fees
\$80,098	SUB-TOTAL INTERAGENCY TRANSFERS
\$80,098	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	Acquisitions:
\$6,000	Three (3) replacement laptops and docking stations, as well as one (1) desktop computer
\$6,000	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Objective: 5631-01 Hear cases promptly by scheduling a hearing or otherwise disposing of 75% of cases within 120 days when the case is ready for hearing.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of cases offered a hearing or disposed of within 120 days	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of cases docketed	8	8	9	0	2
Number of cases withdrawn	2	1	2	0	1
Number of hearings conducted	2	2	1	1	0
Number of cases settled	0	1	1	7	1

Objective: 5631-02 Decide cases promptly by rendering 75% of the decisions within 60 days after the case is submitted for decision.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of decisions rendered within 60 days after the case is submitted for decision	100%	100%	100%	100%	100%



General Performance Indicators

Performance Indicator Name	Prior Year Actuals				
	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
Average days to render a decision	60	60	60	60	60

Objective: 5631-03 Provide cadet eligibility information to the Office of State Police within ten business days of an exam.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals	Initially Appropriated	Existing Standard	Continuation Budget	Executive Budget
	FY 24-25	FY 25-26	FY 25-26	FY 26-27	FY 26-27
[K] Percentage of cadet eligibility information communicated to the Office of State Police within ten business days	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals				
	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
Number of cadet applications received	79	274	264	420	515
Number of applicants eligible to take the cadet exam	75	268	250	409	487
Number of individuals taking the electronic cadet entrance exam	60	186	177	289	341

Objective: 5631-04 Provide Certificates of Eligibles of candidates for promotional opportunities within seven business days after a posting closes.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals	Initially Appropriated	Existing Standard	Continuation Budget	Executive Budget
	FY 24-25	FY 25-26	FY 25-26	FY 26-27	FY 26-27
[K] Percentage of certificates of eligibles processed within seven business days after a posting closes	100%	100%	100%	100%	100%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals				
	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
Total number of certificates issued	77	84	80	87	75
Number of promotional exam applications	234	555	422	664	473
Number of applicants eligible to take the promotional exam	234	552	411	655	468



17-565-Board of Tax Appeals

Agency Description

The Board of Tax Appeals ("Board") is the constitutionally created trial court for tax disputes, an independent tribunal whose statutory mission is to resolve equitably, fairly, expeditiously, and independently any state tax dispute between individual, corporate, and other taxpayers and state agencies including the Louisiana Department of Revenue, the Louisiana Department of Wildlife and Fisheries, Louisiana Department of Insurance, Louisiana Office of Motor Vehicles, and the Louisiana Department of Health, as mandated by R.S. 47:1401 et. seq. and La. Const. art. V, Sec. 35.

The Board supports the State's right to collect all taxes to which it is entitled, while at the same time protecting the taxpayers' right to an inexpensive, convenient, prompt, and fair judicial determination, consistent with the provisions of its statutory powers and authority.

As provided by R.S. 47:337.2(A)(1)(c), to provide, in addition to existing judicial remedies, for an impartial, economical, and expeditious forum where a taxpayer may choose to resolve disputes arising under sales and use taxes, occupational license taxes, and occupancy taxes imposed by local taxing authority before the Board of Tax Appeals, an independent tribunal constitutionally created as the trial court for tax disputes, and to provide a uniform remedy for taxpayers appealing assessments, denials, or inaction on a refund claim, all for the purpose of promoting uniformity and consistency in the interpretation and application of law governing such taxes.

The goals of the Board of Tax Appeals are:

- I. To hear and resolve in a fair, impartial, prompt and economical manner:
 - a. All appeals filed by taxpayers from assessments imposed by the Louisiana Department of Revenue,
 - b. Denials of refund claims by the Louisiana Department of Revenue, and
 - c. Claims against the state for monies erroneously paid into the state treasury.
- II. To maintain the integrity and independence of the Board of Tax Appeals. Statutory authority for goals: LA R.S. 47:1401 et. seq. and La. Const. Art. 5, Sec. 35. The Board advances the state outcome goal of transparent, accountable, and effective government. The Board of Tax Appeals has two programs: Administrative Program and Local Tax Division Program.

For additional information see: [Board of Tax Appeals](#)

Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$647,331	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	807,089	1,936,859	1,936,859	2,017,264	2,010,847	73,988
Fees & Self-generated	301,684	361,361	361,361	362,509	361,361	0
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	1,756,104	2,298,220	2,298,220	2,379,773	2,372,208	73,988
Expenditures and Request:						
Administrative	1,266,003	1,767,002	1,767,002	1,852,412	1,847,856	80,854
Local Tax Division	490,102	531,218	531,218	527,361	524,352	(6,866)
Total Expenditures	1,756,104	2,298,220	2,298,220	2,379,773	2,372,208	73,988



Agency Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25		Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Authorized Positions							
Classified	0	0	0	0	0	0	0
Unclassified	11	13	13	13	13	13	0
Total Authorized Positions	11	13	13	13	13	13	0
Authorized Other Charges Positions	0	0	0	0	0	0	0

5651-Administrative

Program Authorization

The Board of Tax Appeals is authorized by R.S. 47:1401 et. seq., effective 1942, and La. Const. art. V, Sec. 35

Program Description

The Board of Tax Appeals ("Board") is the constitutionally created trial court for tax disputes, an independent tribunal whose statutory mission is to resolve equitably, fairly, expeditiously, and independently any state tax dispute between individual, corporate, and other taxpayers and state agencies including the Louisiana Department of Revenue, the Louisiana Department of Wildlife and Fisheries, Louisiana Department of Insurance, Louisiana Office of Motor Vehicles, and the Louisiana Department of Health, as mandated by R.S. 47:1401 et. seq. and La. Const. art. V, Sec. 35.

The Board supports the State's rights to collect all taxes to which it is entitled, while at the same time protecting the taxpayers' rights to an inexpensive, convenient, prompt, and fair judicial determination, consistent with the provisions of its statutory powers and authority.

The goals of the Administrative Program of the Board of Tax Appeals are:

- I. To hear and resolve in a fair, impartial, prompt and economical manner:
 - a. All appeals filed by taxpayers from assessments imposed by the Louisiana Department of Revenue,
 - b. Denials of refund claims by the Louisiana Department of Revenue, and
 - c. Claims against the state for monies erroneously paid into the state treasury.
- II. To maintain the integrity and independence of the Board of Tax Appeals.

Statutory authority for goals: LA R.S. 47:1401 et. seq.

The Board advances the state outcome goal of transparent, accountable, and effective government.

The Board is constitutionally created trial court for tax disputes, an independent tribunal whose statutory activity is to resolve equitably, fairly, expeditiously, and independently any state tax dispute between individuals, corporations, and other taxpayers and state agencies including the Louisiana Department of Revenue, the Louisiana Department of Wildlife and Fisheries, Louisiana Department of Insurance, Louisiana Office of Motor Vehicles, and the Louisiana Department of Health, as mandated by R.S. 47:1401 et. seq. and La. Const. art. V, Sec. 35.

The Board is entirely independent from the Louisiana Department of Revenue or any other taxing authority. The three board members are appointed by the Governor and confirmed by the Senate.

Hearings are conducted regularly each month. The types of appeals before the Board range from very simple tax issues and small tax amounts (less than \$100) to very complex tax issue amounts of greater than \$5,000,000. The Board's staff helps taxpayers with information on the appeals procedure, processes appeals and pleadings, digitizes hard copies of cases, organizes the cases, and performs other daily administrative duties of a state agency.

The Board has the authority to hear appeals from the imposition of the following types of taxes: individual income, corporate income, corporate franchise, excise, severance, sales and use, withholding, motor vehicle, transportation and communication, hazardous waste, inspection and supervision, and inventory special fuels. If a taxpayer is aggrieved by an assessment made by the Secretary of the Louisiana Department of Revenue, the taxpayer may file a petition with the Board seeking relief. The case is assigned for hearing, at which time either party may introduce evidence. After hearing the case and considering the record, the law, and the evidence, a judgment is rendered by the Board. If the judgment is not appealed by either party within 30 days, it becomes final.

The Board also approves or disapproves claims against the state. If the claim is approved by the Board of Tax Appeals, the legislature is authorized to appropriate funds to pay the claims.

In addition, the Board is authorized to review and approve or disapprove the following: offer of compromise, penalty waiver request, tax lien releases, and redetermination of final assessments submitted to it by the Secretary of the Louisiana Department of Revenue. The Board also hears appeals from the Secretary's denial of claims, tax refunds, or the refusal to act on claims or refunds.

The Board is authorized by the following statutes to hear the following items:

1. R.S. 47:114(F)(3). Approval of penalty waivers for failure to file annual or final returns of withholding taxes when the penalty exceeds \$25,000.
2. R.S. 47:295(C). Approval of penalty waivers for failure to pay income tax imposed on individuals when the penalty exceeds \$25,000.
3. R.S. 47:303(B)(5)(d). The taxpayer's appeal to the Secretary's refusal to issue certification of title or vehicle registration.
4. R.S. 47:303.1(G). The taxpayer's appeal to the Secretary's denial or revocation of a direct payment number registration.
5. R.S. 47:305.14(C). The taxpayer's appeal to the Secretary's denial of tax exempt status for nonprofit organizations.
6. R.S. 47:305.18(C). The taxpayer's appeal to the Secretary's denial of tax exempt status for fairs, festivals, etc.
7. R.S. 47:305.20(E). The taxpayer's appeal to the Secretary's denial of tax exempt status for commercial fisherman.
8. R.S. 47:205.53(B)(2). The taxpayer's appeal to the Secretary's denial of tax exempt status for sickle cell organizations.
9. R.S. 47:647(B). The taxpayer's appeal to the Secretary's refusal to issue tax credit on third party contracts.
10. R.S. 47:1431 through 47:1438. Issues regarding appeals for redetermination of assessment or for the determination of overpayments, or payment under protest petitions.
11. R.S. 47:1451. Approval of penalty waivers.
12. R.S. 47:1471. Issues regarding alcoholic beverages permits.
13. R.S. 47:1481 through 47:1486. Claims against the state.
14. R.S. 47:1520(B). Approval of penalty waivers for failure to comply with the electronic filing requirements.
15. R.S. 47:1561(3). Regards notice of final assessment advising appeal within specific time.
16. R.S. 47:1565(A), (B), (C), (2), (3). Regards procedures for appealing assessments.
17. R.S. 47:1566(C). Regards procedures to appeal jeopardy assessments.
18. R.S. 47:1567. Regards procedure to appeal assessments and claims in bankruptcy and receiverships. 1
9. R.S. 47:1576(A)(1)(a), (b), (2), (C)(E). Regards procedure to appeal remittance of tax under protest.
20. R.S. 47:1580(A)(3). Regards suspension of prescription.
21. R.S. 47:1621(F). Regards appeals for refunds of overpayments.
22. R.S. 47:1621.1(A). Regards application of overpayment as a credit.
23. R.S. 47:1625. Regards appeals from Secretary's disallowing of refund claims.
24. R.S. 47:1626. Regards Board's findings of overpayment upon appeal.
25. R.S. 47:1688. Regards suspension of gasoline dealers' permits.
26. R.S. 47:1689. Regards appeals on forfeiture of refunds.
27. R.S. 51:1310(C). Regards appeals of denials of refunds for international travelers.

28. R.S. 26:354(1). Regards Board's approvals of waiver of penalty for wholesale dealers of alcoholic beverages.

29. R.S. 26.492(A). Regards Board's approval of waiver of penalty for local gallonage tax on beverages of low alcoholic content.

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$647,331	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	499,532	1,594,378	1,594,378	1,679,192	1,675,232	80,854
Fees & Self-generated	119,140	172,624	172,624	173,220	172,624	0
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	1,266,003	1,767,002	1,767,002	1,852,412	1,847,856	80,854
Expenditures and Request:						
Personnel Services	1,080,173	1,447,754	1,447,754	1,494,196	1,494,196	46,442
Operating Expenses	44,135	113,333	113,333	136,437	133,333	20,000
Professional Services	284	53,000	53,000	54,452	53,000	0
Other Charges	134,080	152,915	152,915	167,327	167,327	14,412
Acquisitions & Major Repairs	7,330	0	0	0	0	0
Total Expenditures & Request	1,266,003	1,767,002	1,767,002	1,852,412	1,847,856	80,854
Authorized Positions						
Classified	0	0	0	0	0	0
Unclassified	8	10	10	10	10	0
Total Authorized Positions	8	10	10	10	10	0
Authorized Other Charges	0	0	0	0	0	0
Positions						

Source of Funding

This program is funded with Interagency Transfers and Fees and Self-generated Revenues. The Interagency Transfers are from the Department of Revenue. The Fees and Self-generated Revenues are derived from filing fees (\$250 per dispute over \$5,000) and from charges for copies of hearing transcripts.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Organization	Description
0	1,767,002	10	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$0	\$1,622	0	Capitol Park Security
\$0	\$4,840	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$1,615	0	Group Insurance Rate Adjustment for Retirees
\$0	\$11,714	0	Office of Technology Services (OTS)
\$0	\$21,735	0	Related Benefits Base Adjustment
\$0	\$(104)	0	Rent in State-Owned Buildings
\$0	\$(11,721)	0	Retirement Rate Adjustment
\$0	\$1,040	0	Risk Management
\$0	\$29,973	0	Salary Base Adjustment



Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$0	\$140	0	UPS Fees
0	60,854	0	Total Statewide
Non-Statewide Adjustments			
\$0	\$20,000	0	Increases funding for the agency's case management and E-filing system.
0	20,000	0	Total Non-Statewide
0	1,847,856	10	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	119,140	172,624	172,624	173,220	172,624	0

Professional Services

Amount	Description
\$48,000	Legal Services - Legal research and counsel for the Board
\$5,000	Transcription services for the Board
\$53,000	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
This program does not have funding for Other Charges.	
Interagency Transfers:	
\$17,829 Commodities and services	
\$7,938 Production Support Services (PSS) - Mail and printing	
\$13,276 Office of Telecommunications Management- Telephone and data services	
\$9,949 Capital Park Security Fees	
\$59,505 Rent in State-Owned Buildings	
\$927 Uniform Payroll System (UPS) Fees	
\$7,054 Office of Risk Management (ORM) Premiums	
\$50,849 Office of Technology Services (OTS) Fees	
\$167,327	SUB-TOTAL INTERAGENCY TRANSFERS
\$167,327	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

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



Objective: 5651-01 Process cases and conduct hearings as requested by parties.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percent of judgments signed 60 days from hearing	93.33%	90%	90%	90%	90%
[K] Percentage of taxpayer cases processed within 30 days of receipt	92.35%	70%	70%	90%	90%

Objective: 5651-02 Computerize all docketed cases by scanning files and entering all data in the docketing system, so all case information is in digital form and readily available.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[S] Percentage of open cases up-to-date with scanning and entering data in docketing system	100%	70%	70%	70%	70%
[S] Percentage of closed cases completely scanned and data entered in docketing system	100%	15%	15%	15%	15%

General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 2020-2021	Prior Year Actuals FY 2021-2022	Prior Year Actuals FY 2022-2023	Prior Year Actuals FY 2023-2024	Prior Year Actuals FY 2024-2025
Number of cases filed and docketed	1,510	864	758	618	183
Number of Collection Division cases filed, docketed and resolved without a hearing	410	148	368	273	199
Number of claims appealed to appellate court	7	3	8	0	2
Number of waivers, compromises, and lien releases filed	636	0	0	26	24



5652-Local Tax Division

Program Authorization

The Local Tax Division of the Board of Tax Appeals is authorized by R.S. 36:53(J) and R.S. 36:801.1(A), effective July 1, 2014

Program Description

The mission of the Local Tax Division of the Board of Tax Appeals is:

As provided by R.S. 47:337.2(A)(1)(c), to provide, in addition to existing judicial remedies, for an impartial, economical, and expeditious forum where a taxpayer may choose to resolve disputes arising under sales and use taxes, occupational license taxes, and occupancy taxes imposed by local taxing authority before the Board of Tax Appeals, an independent tribunal constitutionally created as the trial court for tax disputes, and to provide a uniform remedy for taxpayers appealing assessments or denials or inaction on a refund claim, all for the purpose of promoting uniformity and consistency in the interpretation and application of law governing such taxes.

The goals of the Local Tax Division of the Board of Tax Appeals are:

- I. To hear and resolve in a fair, impartial, prompt and economical manner:
 - a. All appeals filed by taxpayers from assessments imposed by the local taxing authorities,
 - b. Denials of refund claims by the local taxing authorities.
- II. To maintain the integrity and independence of the Local Tax Division of the Board of Tax Appeals; Statutory authority for goals: LA R.S. 47:1401 et. seq.

The Program Activity: As provided by R.S. 47:337.2(A)(1)(c), The Local Tax Division's mission is to provide, in addition to existing judicial remedies, for an impartial, economical, and expeditious forum where a taxpayer may choose to resolve disputes arising under sales and use taxes imposed by a local taxing authority before the Board of Tax Appeals, an independent tribunal constitutionally created as the trial court for tax disputes, and to provide a uniform remedy for taxpayers appealing assessments, denials, or inaction on a refund claim, all for the purpose of promoting uniformity and consistency in the interpretation and application of law governing such taxes.

Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Means of Finance:						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
State General Fund by:						
Interagency Transfers	307,557	342,481	342,481	338,072	335,615	(6,866)
Fees & Self-generated	182,545	188,737	188,737	189,289	188,737	0
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Finance	490,102	531,218	531,218	527,361	524,352	(6,866)
Expenditures and Request:						
Personnel Services	415,846	382,306	382,306	372,632	372,632	(9,674)
Operating Expenses	34,542	87,810	87,810	90,216	87,810	0
Professional Services	2,496	22,000	22,000	22,603	22,000	0
Other Charges	36,402	39,102	39,102	41,910	41,910	2,808



Program Budget Summary

	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Acquisitions & Major Repairs	815	0	0	0	0	0
Total Expenditures & Request	490,102	531,218	531,218	527,361	524,352	(6,866)
Authorized Positions						
Classified	0	0	0	0	0	0
Unclassified	3	3	3	3	3	0
Total Authorized Positions	3	3	3	3	3	0
Authorized Other Charges	0	0	0	0	0	0
Positions						

Source of Funding

This program is funded with Interagency Transfers and Fees and Self-generated Revenues. The Interagency Transfers are from the Department of Revenue from a reduction in distributions of local use tax to parish collectors. The Fees and Self-generated Revenues are from local cases filed with the board pursuant to the Uniform Local Sales Tax Code.

Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
0	531,218	3	Existing Operating Budget as of 12/01/2025
Statewide Adjustments			
\$0	\$405	0	Capitol Park Security
\$0	\$907	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$1,302	0	Office of Technology Services (OTS)
\$0	\$(6,517)	0	Related Benefits Base Adjustment
\$0	\$(11)	0	Rent in State-Owned Buildings
\$0	\$(9,300)	0	Retirement Rate Adjustment
\$0	\$1,096	0	Risk Management
\$0	\$5,236	0	Salary Base Adjustment
\$0	\$16	0	UPS Fees
0	(6,866)	0	Total Statewide
0	0	0	Total Non-Statewide
0	524,352	3	Total Recommended

Fees & Self-generated

Fund	Prior Year Actuals FY 2024-2025	Enacted FY2025-2026	Existing Operating Budget (EOB) as of 12/01/25	Continuation FY 2026-2027	Recommended FY 2026-2027	Total Recommended Over/(Under) EOB
Fees & Self-generated Revenues	182,545	188,737	188,737	189,289	188,737	0

Professional Services

Amount	Description
\$19,500	Legal Services - Legal research and counsel for the Board
\$2,500	Transcription services for the Local Tax Division
\$22,000	TOTAL PROFESSIONAL SERVICES



Other Charges

Amount	Description
	This program does not have funding for Other Charges.
	Interagency Transfers:
\$17,186	Commodities and services
\$7,681	Production Support Services (PSS) - Mail and printing
\$1,476	Office of Telecommunications Management - Telephone and data services
\$6,612	Rent in State-Owned Buildings
\$1,330	Capital Park Security Fees
\$1,764	Office of Risk Management (ORM) Premiums
\$5,758	Office of Technology Services (OTS) Fees
\$103	Uniform Payroll System (UPS) Fees
\$41,910	SUB-TOTAL INTERAGENCY TRANSFERS
\$41,910	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

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

Objective: 5652-01 Issue docket numbers, issue service and conduct hearings on petitions filed in Local Tax Division in an efficient manner.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[K] Percentage of taxpayer cases processed within 15 days of receipt	100%	90%	90%	90%	90%
[K] Percentage of judgments signed within 60 days of hearing	33.33%	75%	75%	75%	75%

Objective: 5652-02 Scan all cases and enter data in docketing system for cases filed in the Local Tax Division, so all case information is digitized and readily available.

Children's Budget Link Not Applicable

HR Policies Beneficial to Women and Families Link Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other) Not Applicable

Performance Indicator Name	Actuals FY 24-25	Initially Appropriated FY 25-26	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
[S] Percent of open cases scanned and data entered in docketing system	100%	95%	95%	95%	95%
[S] Percent of closed cases scanned and data entered in docketing system	100%	90%	90%	90%	90%





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