

# Department of State

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## Department Description

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

The goals for the Secretary of State are the following:

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

## Department Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$72,448,625	\$95,450,467	\$97,741,543	\$84,968,654	\$89,184,361	\$(8,557,182)
<b>State General Fund by:</b>						
Interagency Transfers	420,962	857,600	1,067,400	853,728	845,300	(222,100)
Fees & Self-generated	35,000,588	37,091,484	37,837,776	38,242,048	38,080,344	242,568
Statutory Dedications	3,281,010	113,078	113,078	113,078	113,078	0
Federal Funds	0	457,489	457,489	457,489	457,489	0
<b>Total Means of Financing</b>	<b>111,151,186</b>	<b>133,970,118</b>	<b>137,217,286</b>	<b>124,634,997</b>	<b>128,680,572</b>	<b>(8,536,714)</b>
<b>Expenditures and Request:</b>						
Secretary of State	111,151,186	133,970,118	137,217,286	124,634,997	128,680,572	(8,536,714)
<b>Total Expenditures</b>	<b>111,151,186</b>	<b>133,970,118</b>	<b>137,217,286</b>	<b>124,634,997</b>	<b>128,680,572</b>	<b>(8,536,714)</b>
<b>Authorized Positions</b>						
Classified	345	347	347	347	347	0
Unclassified	20	20	20	20	20	0
<b>Total Authorized Positions</b>	<b>365</b>	<b>367</b>	<b>367</b>	<b>367</b>	<b>367</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

## 04-139-Secretary of State

### Agency Description

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

The goals for the Secretary of State are the following:

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

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

### Agency Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$72,448,625	\$95,450,467	\$97,741,543	\$84,968,654	\$89,184,361	\$(8,557,182)
<b>State General Fund by:</b>						
Interagency Transfers	420,962	857,600	1,067,400	853,728	845,300	(222,100)
Fees & Self-generated	35,000,588	37,091,484	37,837,776	38,242,048	38,080,344	242,568
Statutory Dedications	3,281,010	113,078	113,078	113,078	113,078	0
Federal Funds	0	457,489	457,489	457,489	457,489	0
<b>Total Means of Finance</b>	<b>111,151,186</b>	<b>133,970,118</b>	<b>137,217,286</b>	<b>124,634,997</b>	<b>128,680,572</b>	<b>(8,536,714)</b>
<b>Expenditures and Request:</b>						
Administrative	17,122,038	19,185,514	20,062,472	18,644,074	18,592,026	(1,470,446)
Elections	73,620,775	93,476,774	94,877,801	82,351,421	86,598,965	(8,278,836)
Archives and Records	5,248,700	5,528,645	5,746,497	5,664,661	5,633,841	(112,656)



## Agency Budget Summary

	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					
Museum and Other Operations	4,626,355	4,714,171	5,072,062	6,747,116	6,710,554	1,638,492	
Commercial	10,533,319	11,065,014	11,458,454	11,227,725	11,145,186	(313,268)	
<b>Total Expenditures</b>	<b>111,151,186</b>	<b>133,970,118</b>	<b>137,217,286</b>	<b>124,634,997</b>	<b>128,680,572</b>	<b>(8,536,714)</b>	
<b>Authorized Positions</b>							
Classified	345	347	347	347	347	347	0
Unclassified	20	20	20	20	20	20	0
<b>Total Authorized Positions</b>	<b>365</b>	<b>367</b>	<b>367</b>	<b>367</b>	<b>367</b>	<b>367</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0	0



## 1391-Administrative

### Program Authorization

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

### Program Description

The mission of the Administrative Program is two-fold:

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

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

Program Activities include the following:

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

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

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

## Program Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$1,072,748	\$1,814,706	\$2,556,664	\$431,054	\$430,026	\$(2,126,638)
<b>State General Fund by:</b>						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	16,049,290	17,370,808	17,505,808	18,213,020	18,162,000	656,192
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Finance</b>	<b>17,122,038</b>	<b>19,185,514</b>	<b>20,062,472</b>	<b>18,644,074</b>	<b>18,592,026</b>	<b>(1,470,446)</b>
<b>Expenditures and Request:</b>						
Personnel Services	10,934,901	11,495,296	11,495,296	12,180,714	11,962,457	467,161
Operating Expenses	2,826,311	3,058,054	3,058,054	3,291,845	3,458,054	400,000
Professional Services	0	0	0	0	0	0
Other Charges	2,767,697	4,099,664	4,931,622	2,521,707	2,521,707	(2,409,915)
Acquisitions & Major Repairs	593,129	532,500	577,500	649,808	649,808	72,308
<b>Total Expenditures &amp; Request</b>	<b>17,122,038</b>	<b>19,185,514</b>	<b>20,062,472</b>	<b>18,644,074</b>	<b>18,592,026</b>	<b>(1,470,446)</b>
<b>Authorized Positions</b>						
Classified	74	75	75	75	75	0
Unclassified	10	10	10	10	10	0
<b>Total Authorized Positions</b>	<b>84</b>	<b>85</b>	<b>85</b>	<b>85</b>	<b>85</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

## Source of Funding

This program is funded with the following:

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



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

## Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
2,556,664	20,062,472	85	<b>Existing Operating Budget as of 12/01/2025</b>
<b>Statewide Adjustments</b>			
\$0	\$649,808	0	Acquisitions & Major Repairs
\$0	\$(218,257)	0	Attrition Adjustment
\$0	\$16,987	0	Civil Service Fees
\$0	\$37,779	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$53,373	0	Group Insurance Rate Adjustment for Retirees
\$0	\$4,238	0	Legislative Auditor Fees
\$0	\$242,855	0	Market Rate Classified
\$0	\$(532,500)	0	Non-Recurring Acquisitions & Major Repairs
\$(741,958)	\$(876,958)	0	Non-recurring Carryforwards
\$(1,464)	\$(1,464)	0	Office of State Procurement
\$116,784	\$116,784	0	Office of Technology Services (OTS)
\$0	\$125,696	0	Related Benefits Base Adjustment
\$0	\$(202,082)	0	Rent in State-Owned Buildings
\$0	\$(103,894)	0	Retirement Rate Adjustment
\$0	\$858	0	Risk Management
\$0	\$329,609	0	Salary Base Adjustment
\$0	\$(17,597)	0	State Treasury Fees
\$0	\$4,319	0	UPS Fees
<b>(626,638)</b>	<b>(370,446)</b>	<b>0</b>	<b>Total Statewide</b>
<b>Non-Statewide Adjustments</b>			
\$(1,500,000)	\$(1,500,000)	0	Non-recurs funding for litigation and legal fees in the Administrative Program.
\$0	\$250,000	0	Provides funding for printed materials for elections outreach.
\$0	\$150,000	0	Provides funding to update the agency's intranet site.
<b>(1,500,000)</b>	<b>(1,100,000)</b>	<b>0</b>	<b>Total Non-Statewide</b>
<b>430,026</b>	<b>18,592,026</b>	<b>85</b>	<b>Total Recommended</b>

## 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				
Fees & Self-generated Revenues	16,049,290	17,370,808	17,505,808	18,213,020	18,162,000
					656,192

## Professional Services

Amount	Description
<b>Professional Services:</b>	
This program does not have funding for Professional Services.	



## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$1,367,000	Various departmental information technology costs and contractual services
<b>\$1,367,000</b>	<b>SUB-TOTAL OTHER CHARGES</b>
<b>Interagency Transfers:</b>	
\$197,776	Civil Service Fees
\$31,352	State Treasury Fees
\$41,611	Uniform Payroll System (UPS) Fees
\$35,551	Office of State Procurement (OSP) Fees
\$48,129	Legislative Auditor Fees
\$534,403	Office of Technology Services (OTS) Fees
\$241,035	Office of Risk Management (ORM) Premiums
\$24,850	Division of Administration - Messenger service fees, mail services, telephone services, and printing services
<b>\$1,154,707</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$2,521,707</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
<b>Acquisitions and Major Repairs:</b>	
\$130,000	Replacement of WIFI infrastructure at 4 locations
\$382,500	Replacement of I.T. equipment that has reached end of life (EOL) in accordance with the asset lifecycle replacement schedule. Includes approximately 306 outdated computers, core routers, and other outdated information technology equipment
\$137,308	Increased cost of antivirus and cybersecurity detection and response
<b>\$649,808</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

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

**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 objectives met	88%	80%	80%	80%	80%

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

**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 repeat audit findings	0	0	0	0	0



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

**Children's Budget Link** 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 parish election payrolls completed within 30 days of the election date	100%	90%	90%	90%	90%
[S] Percentage of Clerks of Court returning completed payroll information to program within one week of election date	98.7%	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
Average cost of commissioners, janitors, and deputy custodians paid per precinct	700.8	331.81	894.11	969.45	969.45
Amount of election costs invoiced	7,154,321	6,496,931	4,092,270	4,464,104	3,993,484
Amount of election costs received	6,700,343	6,317,517	4,014,051	4,312,812	3,766,285
Percentage of revenue collected prior to close of fiscal year	93.6%	71.7%	98.1%	96.6%	94.3%
Number of parishes with election	0	0	0	0	To Be Established
Number of parish payrolls processed	272	183	192	239	223
Average number of days for clerks of court to transmit completed election payrolls	3.6	2.2	1.6	1.8	1.4

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

**Children's Budget Link** 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 election cost reimbursement invoiced	100%	100%	100%	100%	100%
[K] Percentage of local election expenses invoiced within 60 days of an election	100%	90%	90%	90%	90%
[S] Average number of days from election to invoice	51.8	60	60	60	60

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

**Children's Budget Link** 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 commission documents mailed to elected officials two weeks prior to official taking office	86.4%	95%	95%	95%	95%



## 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 commission packages prepared and mailed to elected officials	3,045	260	1,737	3,310	766
Number of commission packages prepared and mailed two weeks prior to official taking office	3,045	260	1,737	2,627	662

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

**Children's Budget Link** 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] Number of mission critical applications	0	Not Applicable	Not Applicable	3	3
[K] Number of mission critical equipment or application failures with greater than three business days of unplanned downtime	0	2	2	2	2
[S] Number of mission critical pieces of equipment	142	142	142	142	142

## 1392-Elections

### Program Authorization

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

### Program Description

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

The goals of the Elections Program are:

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

Program Activities include the following:

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

rated portion of the annual canvass cost. The canvass examines the validity of the addresses of record for the registered voters in Louisiana.

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

## Program Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$66,969,685	\$89,264,630	\$90,665,657	\$78,139,277	\$82,386,821	\$(8,278,836)
<b>State General Fund by:</b>						
Interagency Transfers	145,425	530,000	530,000	530,000	530,000	0
Fees & Self-generated	3,224,655	3,224,655	3,224,655	3,224,655	3,224,655	0
Statutory Dedications	3,281,010	0	0	0	0	0
Federal Funds	0	457,489	457,489	457,489	457,489	0
<b>Total Means of Finance</b>	<b>73,620,775</b>	<b>93,476,774</b>	<b>94,877,801</b>	<b>82,351,421</b>	<b>86,598,965</b>	<b>(8,278,836)</b>
<b>Expenditures and Request:</b>						
Personnel Services	14,562,908	14,820,161	14,820,161	15,647,303	15,505,306	685,145
Operating Expenses	9,676,897	10,181,347	10,641,913	10,695,316	15,084,857	4,442,944
Professional Services	0	0	0	0	0	0
Other Charges	49,195,146	55,715,266	56,155,727	55,873,802	55,873,802	(281,925)
Acquisitions & Major Repairs	185,825	12,760,000	13,260,000	135,000	135,000	(13,125,000)
<b>Total Expenditures &amp; Request</b>	<b>73,620,775</b>	<b>93,476,774</b>	<b>94,877,801</b>	<b>82,351,421</b>	<b>86,598,965</b>	<b>(8,278,836)</b>
<b>Authorized Positions</b>						
Classified	149	149	149	149	149	0
Unclassified	2	2	2	2	2	0
<b>Total Authorized Positions</b>	<b>151</b>	<b>151</b>	<b>151</b>	<b>151</b>	<b>151</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

## Source of Funding

This program is funded with the following:

- State General Fund (Direct)
- Interagency Transfers derived from:
  - Federal grants received via the Governor's Office of Homeland Security (GOHSEP)
- Fees and Self-generated Revenues derived from:
  - Reimbursement of election expenses from municipalities and governing authorities that call elections
  - Candidate qualifying fees
  - Fees for commercial requests for voting lists
- Federal Funds derived from:

- Electronic Absentee System for Elections (EASE) grant provided by the U.S. Department of Defense as part of the Federal Voting Assistance Program (FVAP)

## Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
90,665,657	94,877,801	151	Existing Operating Budget as of 12/01/2025
<b>Statewide Adjustments</b>			
\$135,000	\$135,000	0	Acquisitions & Major Repairs
\$(141,997)	\$(141,997)	0	Attrition Adjustment
\$22,677	\$22,677	0	Civil Service Training Series
\$64,096	\$64,096	0	Group Insurance Rate Adjustment for Active Employees
\$46,074	\$46,074	0	Group Insurance Rate Adjustment for Retirees
\$420,800	\$420,800	0	Market Rate Classified
\$(12,760,000)	\$(12,760,000)	0	Non-Recurring Acquisitions & Major Repairs
\$(1,401,027)	\$(1,401,027)	0	Non-recurring Carryforwards
\$164,712	\$164,712	0	Related Benefits Base Adjustment
\$(130,385)	\$(130,385)	0	Retirement Rate Adjustment
\$239,168	\$239,168	0	Salary Base Adjustment
<b>(13,340,882)</b>	<b>(13,340,882)</b>	<b>0</b>	<b>Total Statewide</b>
<b>Non-Statewide Adjustments</b>			
\$6,276,000	\$6,276,000	0	Aligns projected election expenses with anticipated need. The FY 2025-2026 existing operating budget for election costs is \$22,380,000 and the estimate for FY 2026-2027 is \$28,656,000.
\$(2,790,631)	\$(2,790,631)	0	Non-recurs funding for expenses related to redistricting mailers within the Elections Program.
\$(3,500,000)	\$(3,500,000)	0	Non-recurs funding for outreach regarding new primary elections.
\$408,167	\$408,167	0	Provides funding for Registrar of Voters (ROV) market rate adjustments, step increases, and increases for Certified Elections Registration Administrator certifications.
\$4,668,510	\$4,668,510	0	Provides funding for rental expenses for climate controlled warehouses, utility costs, waste removal, drinking water, pest control, and grounds maintenance in 24 parishes.
<b>5,062,046</b>	<b>5,062,046</b>	<b>0</b>	<b>Total Non-Statewide</b>
<b>82,386,821</b>	<b>86,598,965</b>	<b>151</b>	<b>Total Recommended</b>

## 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	3,224,655	3,224,655	3,224,655	3,224,655	3,224,655	0

## Statutory Dedications

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
Overcollections Fund	3,281,010	0	0	0	0	0

## Professional Services

Amount	Description
<b>Professional Services:</b>	
This program does not have funding for Professional Services.	



## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$53,055,967	Various expenses associated with conducting elections in the state, including payroll for the election day and early voting commissioners, and ROV payroll and support.
<b>\$53,055,967</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$1,023,911	Office of Risk Management (ORM) Premiums
\$52,316	Division of Administration - Messenger service fees, mail services, telephone services, and printing services
\$4,000	Louisiana Property Assistance Agency - LPAA
\$1,737,608	Rent in State-owned Buildings
<b>\$2,817,835</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$55,873,802</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	<b>Acquisitions and Major Repairs:</b>
\$135,000	Replacement for office furniture at the United XII building for elections staff (\$60,000) and furniture in warehouses for Field Operations Staff (\$75,000)
<b>\$135,000</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

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

**Children's Budget Link** 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 reprints due to program staff error	0	12	12	12	12
[S] Number of elections held	5	4	4	4	4
[K] Average number of ballot reprints per election due to program error	0	3	3	3	3

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

**Children's Budget Link** 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 parishes with at least one voter education outreach event held within the current fiscal year	100%	90%	90%	90%	90%
[S] Number of events held or sponsored	496	175	175	175	175



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

**Children's Budget Link** 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 voter fraud and election offenses investigated by program	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
Total number of non-election related incidents reported to Election Integrity Division.	168	17	45	54	16
Total number of election related incidents reported to Election Integrity Division.	464	113	119	103	138
Total number of election related incidents - fraud	112	19	52	34	72
Total number of election related incidents - campaign practices	168	26	21	28	20
Total number of election related incidents - election officials/ workers	68	4	3	12	14
Total number of incidents non-election related resolved	168	17	45	54	16
Total number of election related incidents resolved	452	108	114	74	111
Total number of incidents referred to prosecutorial authorities	12	5	5	7	5
Number of incidences reported	130	220	164	157	154

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

**Children's Budget Link** 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 registrars evaluated annually	100%	100%	100%	100%	100%
[K] Percentage of state voter registration agencies trained annually	100%	100%	100%	100%	100%

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

**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] Registered voter list maintenance performed	0	0	0	1	1
[K] Statewide canvass conducted	1	1	1	1	1



## 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 active registered voters (highest number during fiscal year)	2,985,254	2,899,655	2,847,641	2,742,287	2,805,988
Number of inactive registered voters (highest number during fiscal year)	133,767	181,994	199,527	288,302	419,665
Total number of new voter registrations	198,237	52,252	91,718	90,530	184,790
Number of new voter registrations from all other sources	153,418	19,990	54,272	53,139	136,418
Number of new voter registrations using the state LRI Form	90,336	3,834	6,723	6,853	10,991
Number of new voter registrations using the federal postcard	715	14	23	66	480
Number of new voter registrations from NVRA sources	44,819	32,262	37,446	37,391	48,372
Number of new voter registrations from public assistance including social services	2,267	1,630	1,773	2,097	1,913
Number of new voter registrations from motor vehicles offices	26,137	19,828	23,323	22,764	29,619
Number of new voter registrations from mail form	61,404	10,361	11,559	12,013	15,823
Number of new voter registrations from optional registration site	152	217	495	214	285
Number of new voter registrations from disability office	191	211	272	234	252
Number of new voter registrations from military form	6	1	1	3	0
Percentage of new voter registration applications received from all other sources	77.39%	38.3%	59.2%	58.7%	73.8%
Total number of registered voters made inactive pursuant to the expanded canvass procedure	0	0	0	0	0
Total number of inactive registered voters cancelled after two federal general elections	0	0	0	0	0
Percentage of new voter registration applications received from NVRA sources	22.61%	61.7%	40.8%	41.3%	26.2%
Number of new voter registrations from online registration	142,126	16,156	47,549	46,286	125,427
Total number of registered voters	3,104,240	3,027,401	3,026,463	2,980,973	3,070,730

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

**Children's Budget Link** 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] Number of Statewide Elections	3	2	2	4	4
[K] Total number of voting machines (all types)	10,124	10,124	10,124	10,124	10,124
[K] Percentage of voting machines available on Election Day	100%	90%	90%	90%	90%

## General Performance Indicators

Performance Indicator Name	Prior Year Actuals 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 precincts in the state (highest number in FY)	3,934	3,714	3,974	3,929	3,805
Number of voting machines used at the precincts on Election Day (total for FY)	40,098	18,792	23,944	30,183	29,411



## 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
Total number of precincts holding elections	18,697	8,010	11,124	13,767	13,586
Average number of voting machines utilized per precinct	2.14	2.35	2.15	2.19	2.2
Average annual cost per machine to store machines statewide	232.71	367.74	258.76	258.92	283.03
Average cost per machine to deliver machine to precinct	52.94	50.63	57.71	56.29	57.95

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

**Children's Budget Link** 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 voting machines receiving required semi-annual preventative maintenance	100%	100%	100%	100%	100%
[K] Percentage of technicians certified within 12 months of assignment	100%	90%	90%	90%	90%
[S] Number of certified technicians	275	228	228	248	248

## 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 service calls received on election day that require a technician (total for FY)	2,715	663	1,135	1,638	1,198
Number of service calls received on election day that are due to technician error (total for FY)	16	2	5	6	3
Number of voting machines replaced on election day	9	3	10	5	3
Number of service calls received on election day (total for FY)	3,290	1,000	1,677	2,314	1,679

**Objective: 1392-08** The program will enable absentee returns to be more accurately and quickly tabulated by providing support for parish board of election supervisors in tabulating votes through the preparation and distribution of test materials 10 days prior to Election Day for all parishes having an election.

**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 parishes having an election for which test materials were prepared and distributed at least 10 days prior to the election	100%	100%	100%	100%	100%



## General Performance Indicators

Performance Indicator Name	Prior Year Actuals				
	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025
Number of people voting by absentee ballot and early voting	1,549,692	289,886	580,284	925,517	1,377,774

## 1393-Archives and Records

### Program Authorization

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

### Program Description

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

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

Program Activities include the following:

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

### Program Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
<b>State General Fund by:</b>						
Interagency Transfers	140,337	182,600	182,600	175,303	170,300	(12,300)
Fees & Self-generated	5,108,363	5,346,045	5,563,897	5,489,358	5,463,541	(100,356)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Finance</b>	<b>5,248,700</b>	<b>5,528,645</b>	<b>5,746,497</b>	<b>5,664,661</b>	<b>5,633,841</b>	<b>(112,656)</b>
<b>Expenditures and Request:</b>						
Personnel Services	3,204,635	3,484,020	3,484,020	3,601,521	3,601,521	117,501
Operating Expenses	1,055,598	1,124,826	1,127,126	1,143,346	1,112,526	(14,600)
Professional Services	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
Other Charges	775,436	919,799	1,129,502	919,794	919,794	(209,708)
Acquisitions & Major Repairs	213,032	0	5,849	0	0	(5,849)
<b>Total Expenditures &amp; Request</b>	<b>5,248,700</b>	<b>5,528,645</b>	<b>5,746,497</b>	<b>5,664,661</b>	<b>5,633,841</b>	<b>(112,656)</b>
<b>Authorized Positions</b>						
Classified	36	36	36	36	36	0
Unclassified	2	2	2	2	2	0
<b>Total Authorized Positions</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

## Source of Funding

This program is funded with the following:

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

## Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
0	5,746,497	38	Existing Operating Budget as of 12/01/2025
<b>Statewide Adjustments</b>			
\$0	\$14,143	0	Civil Service Training Series
\$0	\$14,779	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$90,814	0	Market Rate Classified
\$0	\$(5)	0	Non-Recurring Acquisitions & Major Repairs
\$0	\$(217,852)	0	Non-recurring Carryforwards
\$0	\$5,661	0	Related Benefits Base Adjustment
\$0	\$(30,454)	0	Retirement Rate Adjustment
\$0	\$22,558	0	Salary Base Adjustment
0	(100,356)	0	<b>Total Statewide</b>
<b>Non-Statewide Adjustments</b>			
\$0	\$(12,300)	0	Reduces Interagency Transfers to align with projected revenue generated by Imaging and Preservation/Microfilm Services.
0	(12,300)	0	<b>Total Non-Statewide</b>
0	5,633,841	38	<b>Total Recommended</b>



## 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	5,108,363	5,346,045	5,563,897	5,489,358	5,463,541	(100,356)

## Professional Services

Amount	Description
<b>Professional Services:</b>	
This program does not have funding for Professional Services.	

## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$915,457	Contracts for the microfilming of documents, costs for various adiovisual collections film and cassettes converted to digital, and cost associated with digital repository
<b>\$915,457 SUB-TOTAL OTHER CHARGES</b>	
<b>Interagency Transfers:</b>	
\$3,050	Division of Administration - Messenger service fees, telephone services, and printing services
\$1,287	Fleet Service Fees
<b>\$4,337 SUB-TOTAL INTERAGENCY TRANSFERS</b>	
<b>\$919,794 TOTAL OTHER CHARGES</b>	

## Acquisitions and Major Repairs

Amount	Description
<b>Acquisitions and Major Repairs:</b>	
This program does not have funding for Acquisitions and Major Repairs	

**Objective: 1393-01** Records Services will strive to increase the number of state, parish, and municipal government agencies in compliance with La. R.S. Title 44 by reaching out to 10% of agencies without a valid retention schedule on file.

**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 agencies without a valid retention schedule on file with the division who have been contacted regarding their obligation to comply with La. R.S. Title 44, Chapter 5	14.5%	10%	10%	10%	10%



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

**Children's Budget Link** 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 images converted to digital and / or microfilm format	2,436,962	1,500,000	1,500,000	1,500,000	1,500,000

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

**Children's Budget Link** 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 accessions received and processed within 14 working days of receipt during the fiscal year	99.1%	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 accessions processed within 14 working days of receipt	103	100	178	144	108

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

**Children's Budget Link** 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 requests for archival holdings received and processed within 30 minutes	98.4%	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 visitors to the Research Room	0	1,337	6,356	1,452	1,339



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

**Children's Budget Link** 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 social media posts, press releases, and speaking engagements employed to promoted current and upcoming exhibits and events	56	36	36	36	36

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

**Children's Budget Link** 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 objectives met.	0%	80%	80%	80%	80%

## 1394-Museum and Other Operations

### Program Authorization

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

### Program Description

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

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

This program has only one activity, Museum Services.

### Program Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$4,406,193	\$4,371,131	\$4,519,222	\$6,398,323	\$6,367,514	\$1,848,292
<b>State General Fund by:</b>						
Interagency Transfers	135,200	145,000	354,800	148,425	145,000	(209,800)
Fees & Self-generated	84,962	84,962	84,962	87,290	84,962	0
Statutory Dedications	0	113,078	113,078	113,078	113,078	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Finance</b>	<b>4,626,355</b>	<b>4,714,171</b>	<b>5,072,062</b>	<b>6,747,116</b>	<b>6,710,554</b>	<b>1,638,492</b>
<b>Expenditures and Request:</b>						
Personnel Services	2,932,697	3,205,010	3,205,010	3,277,393	3,277,393	72,383
Operating Expenses	1,507,927	1,325,848	1,344,057	1,370,909	1,334,347	(9,710)
Professional Services	0	0	0	0	0	0
Other Charges	160,842	183,313	422,669	274,814	274,814	(147,855)
Acquisitions & Major Repairs	24,889	0	100,326	1,824,000	1,824,000	1,723,674
<b>Total Expenditures &amp; Request</b>	<b>4,626,355</b>	<b>4,714,171</b>	<b>5,072,062</b>	<b>6,747,116</b>	<b>6,710,554</b>	<b>1,638,492</b>
<b>Authorized Positions</b>						
Classified	33	34	34	34	34	0
Unclassified	4	4	4	4	4	0
<b>Total Authorized Positions</b>	<b>37</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

### Source of Funding

This program is funded with the following:

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



- Sales Tax Dedications
- Fees and Self-generated Revenues derived from:
  - Fees for museum event rentals
- Statutory Dedications from the following:
  - Shreveport Riverfront and Convention Center Fund and Independence Stadium Fund for use at the Louisiana State Exhibit Museum in Shreveport (Per R.S. 47:302.2)

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

## Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
4,519,222	5,072,062	38	Existing Operating Budget as of 12/01/2025
<b>Statewide Adjustments</b>			
\$1,924,000	\$1,924,000	0	Acquisitions & Major Repairs
\$5,144	\$5,144	0	Civil Service Training Series
\$14,096	\$14,096	0	Group Insurance Rate Adjustment for Active Employees
\$74,305	\$74,305	0	Market Rate Classified
\$0	\$0	0	Non-Recurring Acquisitions & Major Repairs
\$(148,091)	\$(157,891)	0	Non-recurring Carryforwards
\$(23,679)	\$(23,679)	0	Related Benefits Base Adjustment
\$(27,498)	\$(27,498)	0	Retirement Rate Adjustment
\$30,015	\$30,015	0	Salary Base Adjustment
<b>1,848,292</b>	<b>1,838,492</b>	<b>0</b>	<b>Total Statewide</b>
<b>Non-Statewide Adjustments</b>			
\$0	\$(200,000)	0	Non-recurs Interagency Transfers from the Office of the Lieutenant Governor for displaying the Louisiana Purchase treaty for the America 250 celebration.
<b>0</b>	<b>(200,000)</b>	<b>0</b>	<b>Total Non-Statewide</b>
<b>6,367,514</b>	<b>6,710,554</b>	<b>38</b>	<b>Total Recommended</b>

## 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	84,962	84,962	84,962	87,290	84,962	0

## Statutory Dedications

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
Shrev. Riverfr Conv. Ctr. & Indep. Stadium Fund	0	113,078	113,078	113,078	113,078	0

## Professional Services

Amount	Description
<b>Professional Services:</b>	
This program does not have funding for Professional Services.	



## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$133,079	Shreveport Riverfront Convention Center and Independence Stadium Funds for the Louisiana State Exhibit Museum (LSEM)
<b>\$133,079</b>	<b>SUB-TOTAL OTHER CHARGES</b>
<b>Interagency Transfers:</b>	
\$21,423	Division of Administration - Messenger service fees, telephone services, and printing services
\$20,312	Division of Administration - Old Governor's Mansion Expenses
\$100,000	Department of Transportation and Development - Directional Signage
<b>\$141,735</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$274,814</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
<b>Acquisitions and Major Repairs</b>	
\$100,000	Replace artifact Display Cases
\$125,000	Exterior lighting replacement/enhancement for the Old State Capitol Museum
\$500,000	Generator Acquisition for LA State Exhibit Museum
\$250,000	Wrought iron metal fence repair for LA State Exhibit Museum
\$200,000	Repairs to the Rotunda walls and veneer for LA State Exhibit Museum
\$100,000	Landscaping at LA State Exhibit Museum
\$45,000	Brick wall repair at the Mansfield Female College Museum
\$63,000	Painting the interior of the Old Governor's Mansion
\$46,000	Landscaping the fountain and event area of the Old Governor's Mansion
\$80,000	Replace the flooring at the Old State Capitol
\$75,000	Replace the electrical system wiring at the Old State Capitol
\$240,000	Painting the exterior of the Old Governor's Mansion
<b>\$1,824,000</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

**Objective: 1394-01** The total cost per visitor for operating program museums will not exceed \$45.00.

**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	Existing Standard FY 25-26	Continuation Budget FY 26-27	Executive Budget FY 26-27
		FY 25-26			
[S] Number of visitors to Program museums	92,283	120,000	120,000	120,000	120,000
[K] Cost per visitor to operating Program museums	\$43.23	\$42.5	\$42.5	\$45	\$45
[S] Total number of museums (in Program)	9	9	9	9	9
[S] Percentage of Program museums in operation	100%	100%	100%	100%	100%

## General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 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
Old Governor's Mansion: Number of Visitors	0	2,738	7,146	8,984	12,975
Old Governor's Mansion: Cost per Visitor	\$0	103.57	61.98	33.82	26.52
Delta Music: Number of visitors	2,090	4,562	3,361	3,531	3,492
Delta Music: Cost per visitor	16.54	31.67	26.01	25.38	27.03
Mansfield College: Number of visitors	4,577	9,087	6,299	4,315	2,881



## 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
Mansfield College: Cost per visitor	4.89	4.31	8.3	11.86	19.86
Eddie G. Robinson: Number of visitors	1,316	3,955	5,263	4,227	4,734
Eddie G. Robinson: Cost per visitor	10.96	10.29	7.97	11.78	11.63
Germantown Colony: Number of visitors	528	1,010	3,005	1,954	2,191
Germantown Colony: Cost per visitor	38.84	62.18	29.3	33.93	29.05
Louisiana State Exhibit: Number of visitors	22,863	50,668	47,096	28,310	24,757
Cotton: Number of visitors	54	1,598	2,688	1,129	3,298
La. Oil and Gas: Number of visitors	134	169	1,696	1,590	1,825
Old State Capitol: Number of visitors	23,763	41,688	42,926	36,342	36,130
Louisiana State Exhibit: Cost per visitor	34.83	25.69	27.43	41.77	47.76
Cotton: Cost per visitor	\$0	\$0	22.78	42.27	10.65
La. Oil and Gas: Cost per visitor	374.34	588.73	68.7	59.16	44.5
Old State Capitol: Cost per visitor	62.91	71.99	45.52	55.72	57.47

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

**Children's Budget Link** 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 museums inspected annually	100%	100%	100%	100%	100%
[K] Percentage of museums with attendance over 25,000 and American Association of Museums (AAM) accreditation	100%	50%	50%	50%	50%
[S] Number of Museums with attendance over 25,000	1	2	2	2	2



## 1395-Commercial

### Program Authorization

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

### Program Description

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

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

Program Activities include the following:

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

## Program Budget Summary

	Prior Year Actuals FY 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
<b>Means of Finance:</b>						
State General Fund (Direct)	\$0	\$0	\$0	\$0	\$0	\$0
<b>State General Fund by:</b>						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-generated	10,533,319	11,065,014	11,458,454	11,227,725	11,145,186	(313,268)
Statutory Dedications	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Finance</b>	<b>10,533,319</b>	<b>11,065,014</b>	<b>11,458,454</b>	<b>11,227,725</b>	<b>11,145,186</b>	<b>(313,268)</b>
<b>Expenditures and Request:</b>						
Personnel Services	4,762,566	4,881,878	4,881,878	5,011,273	4,962,050	80,172
Operating Expenses	1,199,911	1,215,948	1,215,948	1,249,264	1,215,948	0
Professional Services	0	0	0	0	0	0
Other Charges	4,570,842	4,967,188	5,360,628	4,967,188	4,967,188	(393,440)
Acquisitions & Major Repairs	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>10,533,319</b>	<b>11,065,014</b>	<b>11,458,454</b>	<b>11,227,725</b>	<b>11,145,186</b>	<b>(313,268)</b>
<b>Authorized Positions</b>						
Classified	53	53	53	53	53	0
Unclassified	2	2	2	2	2	0
<b>Total Authorized Positions</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>0</b>
Authorized Other Charges Positions	0	0	0	0	0	0

## Source of Funding

This program is funded with the following:

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



## Adjustments from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
0	11,458,454	55	Existing Operating Budget as of 12/01/2025
<b>Statewide Adjustments</b>			
\$0	\$(49,223)	0	Attrition Adjustment
\$0	\$16,099	0	Civil Service Training Series
\$0	\$20,228	0	Group Insurance Rate Adjustment for Active Employees
\$0	\$144,244	0	Market Rate Classified
\$0	\$(393,440)	0	Non-recurring Carryforwards
\$0	\$(10,529)	0	Related Benefits Base Adjustment
\$0	\$46,226	0	Retirement Rate Adjustment
\$0	\$5,579	0	Salary Base Adjustment
0	(313,268)	0	<b>Total Statewide</b>
0	0	0	<b>Total Non-Statewide</b>
0	11,145,186	55	<b>Total Recommended</b>

## 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	10,533,319	11,065,014	11,458,454	11,227,725	11,145,186	(313,268)

## Professional Services

Amount	Description
<b>Professional Services:</b>	
This program does not have funding for Professional Services.	

## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$4,634,188 Contracts necessary to support the CORA, GeauxBiz, and other specialized programs in the program.	
<b>\$4,634,188 SUB-TOTAL OTHER CHARGES</b>	
<b>Interagency Transfers:</b>	
\$333,000 Division of Administration - Messenger service fees, telephone services, and printing services	
<b>\$333,000 SUB-TOTAL INTERAGENCY TRANSFERS</b>	
<b>\$4,967,188 TOTAL OTHER CHARGES</b>	

## Acquisitions and Major Repairs

Amount	Description
<b>Acquisitions and Major Repairs:</b>	
This program does not have funding for Acquisitions and Major Repairs	

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

**Children's Budget Link** 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] Number of filing documents on-line rejected	38,004	30,000	30,000	30,000	30,000
[K] Percentage of documents returned	0.92%	7%	7%	7%	7%
[S] Number of filing documents returned	4,163	15,000	15,000	15,000	15,000

## 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 filing documents received on-line	Not Applicable	539,269	508,132	541,868	556,348

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

**Children's Budget Link** 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 accuracy in data entry of UCC and Farm Product filings	99.84%	98%	98%	98%	98%
[S] Number of UCC and Farm Product filings	190,823	190,000	190,000	190,000	190,000

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

**Children's Budget Link** 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] Service of process filings (lawsuits filed)	28,677	30,000	30,000	30,000	30,000
[K] Percentage of suits processed within 24 hours of receipt	100%	100%	100%	100%	100%



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

**Children's Budget Link** 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] Completed annual request for information	1	1	1	1	1
[K] Completed update of contact information in program database	1	1	1	1	1

## General Performance Indicators

Performance Indicator Name	Prior Year Actuals FY 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 regulatory agencies in program database	567	567	567	567	567

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

**Children's Budget Link** 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 additional filing types or business types sent to existing agencies (subject to budget and staffing constraints of partnering agencies)	13	2	2	2	2
[S] Biannual steering committee meetings (meetings with existing partners) to measure progress towards adding additional partners	2	1	1	2	2

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

**Children's Budget Link** 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 imaging goal obtained	99.6%	100%	100%	100%	100%
[S] Number of annual report documents imaged	3,984	4,000	4,000	4,000	4,000

