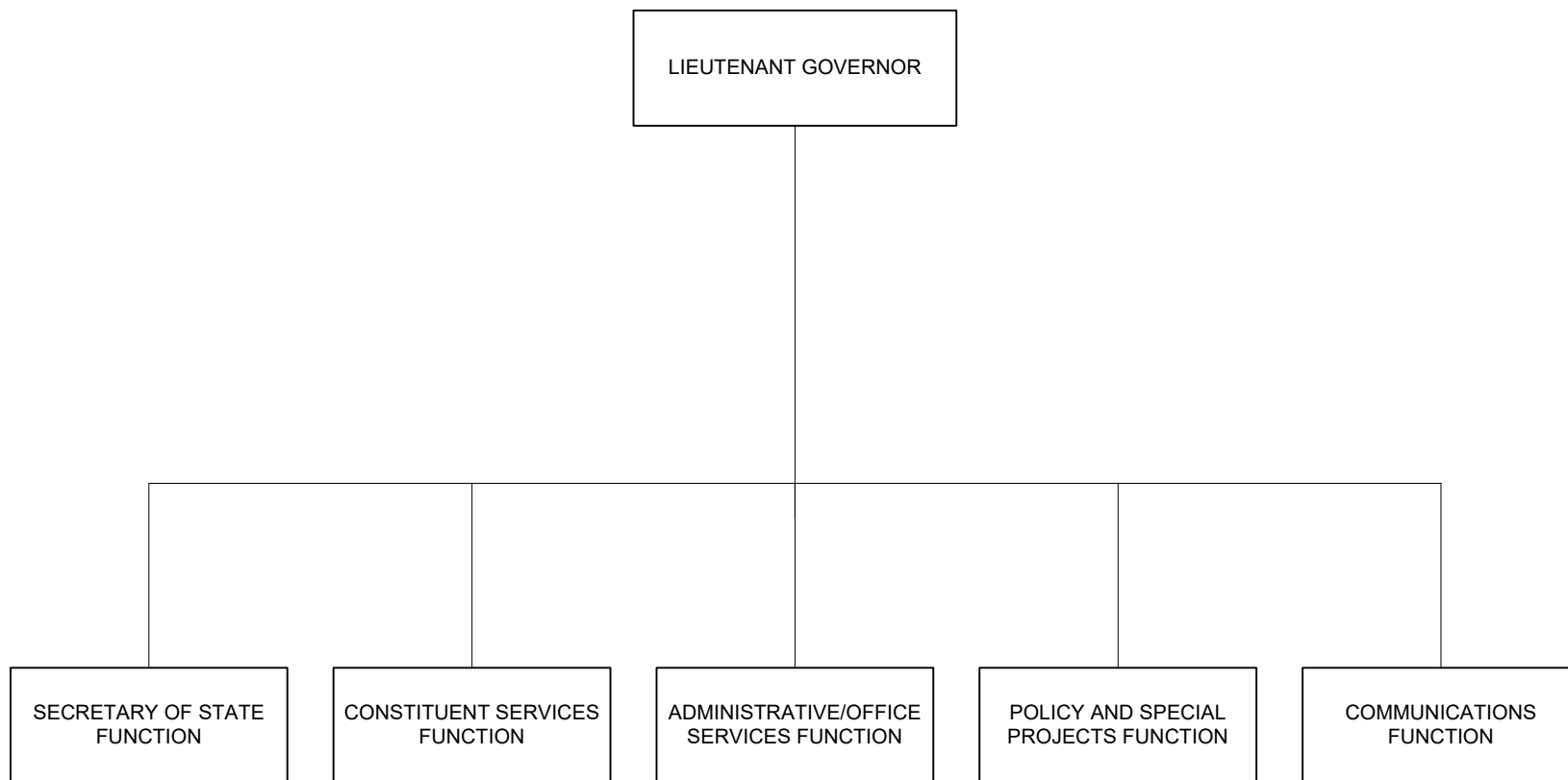




Office of the Lieutenant Governor

STATE OF HAWAII
DEPARTMENT OF THE LIEUTENANT GOVERNOR
ORGANIZATION CHART



OFFICE OF THE LIEUTENANT GOVERNOR MAJOR FUNCTIONS

- Exercises the executive powers whenever the Governor is absent from the State or is unable to discharge the powers and duties of the office.
- Serves as the Secretary of State for intergovernmental relations.
- Performs duties and undertakes projects assigned by the Governor.
- Delegation of authority by the Governor under HRS 26-1(d) to address chronic homelessness in partnership with the private-sector and the state's liaison on Covid-19.
- HRS 574-5 Name Changes.
- HRS 26-1(a) Apostilles and sale of official publications.

MAJOR PROGRAM AREAS

The Office of the Lieutenant Governor has a program in the following major program area:

Government-Wide Support

LTG 100 Office of the Lieutenant Governor

**Office of the Lieutenant Governor
(Operating Budget)**

		Budget Base FY 2024	Budget Base FY 2025	FY 2024	FY 2025
Funding Sources:	Perm Positions	3.00	3.00	3.00	3.00
	Temp Positions	8.00	8.00	14.00	14.00
General Funds	\$	1,056,359	1,090,240	1,790,967	1,824,848
		3.00	3.00	3.00	3.00
		8.00	8.00	14.00	14.00
Total Requirements		1,056,359	1,090,240	1,790,967	1,824,848

Major Adjustments in the Executive Budget Request: (general funds unless noted)

1. Adds 4.00 temporary Special Assistant to the Lieutenant Governor positions and 2.00 temporary Administrative Assistant V positions and \$707,608 in FY 24 and FY 25 for support for the Lieutenant Governor.
2. Adds \$27,000 in both FY 24 and FY 25 for 6-months salary funds for a temporary Senior Advisor position.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

OFFICE OF THE LIEUTENANT GOVERNOR

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	840,522	867,522	1,675,696	1,709,577	1,710	1,710	1,710	1,710
OTHER CURRENT EXPENSES	115,271	115,271	115,271	115,271	115	115	115	115
TOTAL OPERATING COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
BY MEANS OF FINANCING	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
GENERAL FUND	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
TOTAL PERM POSITIONS	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
TOTAL TEMP POSITIONS	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825

**Office of the Lieutenant Governor
(Capital Improvements Budget)**

	<u>FY 2024</u>	<u>FY 2025</u>
Funding Sources:		
General Funds		
General Obligation Bonds		
Total Requirements	-	-

Highlights of the Executive CIP Budget Request: (general obligation bonds unless noted)

None.



Operating Budget Details

OPERATING AND CAPITAL EXPENDITURES

PROGRAM ID:
 PROGRAM STRUCTURE NO: **11**
 PROGRAM TITLE: **GOVERNMENT-WIDE SUPPORT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	840,522	867,522	1,675,696	1,709,577	1,710	1,710	1,710	1,710
OTHER CURRENT EXPENSES	115,271	115,271	115,271	115,271	115	115	115	115
TOTAL OPERATING COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
BY MEANS OF FINANCING	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
GENERAL FUND	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
TOTAL PERM POSITIONS	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
TOTAL TEMP POSITIONS	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
 PROGRAM STRUCTURE NO: **1101**
 PROGRAM TITLE:

EXEC DIRECTN, COORD, & POLICY DEVELOPMENT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	840,522	867,522	1,675,696	1,709,577	1,710	1,710	1,710	1,710
OTHER CURRENT EXPENSES	115,271	115,271	115,271	115,271	115	115	115	115
TOTAL OPERATING COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
BY MEANS OF FINANCING	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
GENERAL FUND	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
TOTAL PERM POSITIONS	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
TOTAL TEMP POSITIONS	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **LTG100**
 PROGRAM STRUCTURE NO: **110102**
 PROGRAM TITLE: **OFFICE OF THE LIEUTENANT GOVERNOR**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	840,522	867,522	1,675,696	1,709,577	1,710	1,710	1,710	1,710
OTHER CURRENT EXPENSES	115,271	115,271	115,271	115,271	115	115	115	115
TOTAL OPERATING COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
BY MEANS OF FINANCING	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
GENERAL FUND	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825
TOTAL PERM POSITIONS	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
TOTAL TEMP POSITIONS	7.00**	8.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	955,793	982,793	1,790,967	1,824,848	1,825	1,825	1,825	1,825

PROGRAM ID: **LTG100**
PROGRAM STRUCTURE: **110102**
PROGRAM TITLE: **OFFICE OF THE LIEUTENANT GOVERNOR**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. TTL REV FRM SALES AS % OF COST OF PUBLICATION	105	105	105	105	105	105	105	105
PROGRAM TARGET GROUPS								
1. TOTAL DE FACTO POPULATION (THOUSANDS)	1447	1447	1447	1447	1447	1447	1447	1447
PROGRAM ACTIVITIES								
1. NO. OF APPLCNTS FOR CHANGE OF NAMES BY INDIVIDUAL	1600	1600	1600	1600	1600	1600	1600	1600
2. NO. REQ FOR HRS, SESS LAWS, SUPPLEMENTS	1600	1600	1600	1600	1600	1600	1600	1600
3. NO. REQ. FOR APOSTILLE/CERTIFICATION	5800	5800	5800	5800	5800	5800	5800	5800
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES	88	88	88	88	88	88	88	88
TOTAL PROGRAM REVENUES	88	88	88	88	88	88	88	88
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	88	88	88	88	88	88	88	88
TOTAL PROGRAM REVENUES	88	88	88	88	88	88	88	88

Program Plan Narrative

LTG100: OFFICE OF THE LIEUTENANT GOVERNOR

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A. Statement of Program Objectives

To enhance the efficiency and effectiveness of State programs by providing leadership and executive management and by developing policies and priorities to give program direction.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

The request adds: 1) 4.00 temporary Special Assistant to the Lieutenant Governor and 2.00 temporary Administrative Assistant V positions and \$707,608 in general funds; and 2) \$27,000 in general funds for six-month salary costs for a Senior Advisor position.

C. Description of Activities Performed

1. The Lieutenant Governor serves in their capacity on a full-time basis and performs such duties as provided by law (Hawai'i Const. Article V, Section 2). Additionally, the Lieutenant Governor also acts in place of the Governor in the event of the Governor's absence from the State (Hawai'i Const. Article V, Section 4).

2. The Lieutenant Governor is also designated Secretary of State for intergovernmental relations. In this capacity, the Lieutenant Governor directs and performs varied activities which are required by law, including: name changes, authentication of documents, sale of official state publications, compilation of administrative rules, compilation of legislative acts and monitoring of state open meeting laws (Hawai'i Rev. Statutes (HRS) Section 26-1).

3. The Lieutenant Governor also performs duties and undertakes projects assigned by the Governor.

4. The Lieutenant Governor is responsible for the implementation of the Commissioner of Deeds Program, pursuant to Chapter 503B, HRS.

D. Statement of Key Policies Pursued

The Office is focused on policies that will improve the quality of life for the citizens of Hawaii.

E. Identification of Important Program Relationships

Acting Governor: Office of the Governor and cabinet.

Secretary of State Services: Department of Health and the Office of the Attorney General.

Other initiatives and programs: Departments of Agriculture; Business, Economic Development and Tourism; Education; Human Services, Office of Youth Services; Aloha Stadium; and University of Hawaii, among others.

F. Description of Major External Trends Affecting the Program

Advancements in technology require review of current processes to provide constituents with better access to Secretary of State operations of the Office of the Lieutenant Governor (LG). The LG has worked to make available online filing for the most utilized name change application forms and allow for online payment of application fees.

G. Discussion of Cost, Effectiveness, and Program Size Data

Not applicable.

H. Discussion of Program Revenues

Revenues generated by the Office in the form of fees collected for Secretary of State functions continue to follow current trends. Subsequent to the implementation of the legal presence law in March 2012, the number of name change petitions increased dramatically, with the expectation that the number would taper off over time as individuals obtained proper identification documents. However, due to the implementation of an online filing and payment process, the number of name change petitions has not diminished.

I. Summary of Analysis Performed

Not applicable.

J. Further Considerations

None.