

**HF1644 - 1A - "US Census Employee Access; Mobilization"**

Chief Author: **Jamie Long**  
 Committee: **State Government Finance Division**  
 Date Completed: **03/20/2019**  
 Agency: **Administration Dept**

State Fiscal Impact	Yes	No
Expenditures	X	
Fee/Departmental Earnings		X
Tax Revenue		X
Information Technology	X	
<b>Local Fiscal Impact</b>		
	X	

This table shows direct impact to state government only. Local government impact, if any, is discussed in the narrative. Reductions shown in the parentheses.

<b>State Cost (Savings)</b>	Biennium			Biennium		
	Dollars in Thousands	FY2019	FY2020	FY2021	FY2022	FY2023
General Fund	-	2,500	-	-	-	-
<b>Total</b>	-	<b>2,500</b>	-	-	-	-
<b>Biennial Total</b>			<b>2,500</b>			-

<b>Full Time Equivalent Positions (FTE)</b>	Biennium			Biennium	
	FY2019	FY2020	FY2021	FY2022	FY2023
General Fund	-	3.6	-	-	-
<b>Total</b>	-	<b>3.6</b>	-	-	-

**Executive Budget Officer's Comment**

I have reviewed this fiscal note for reasonableness of content and consistency with MMB's Fiscal Note policies.

EBO Signature: Shawn Kremer      Date: 3/20/2019 11:45:32 AM  
 Phone: 651 201-8087      Email: shawn.kremer@state.mn.us

**State Cost (Savings) Calculation Details**

This table shows direct impact to state government only. Local government impact, if any, is discussed in the narrative. Reductions are shown in parentheses.

\*Transfers In/Out and Absorbed Costs are only displayed when reported.

<b>State Cost (Savings) = 1-2</b>		Biennium			Biennium	
Dollars in Thousands	FY2019	FY2020	FY2021	FY2022	FY2023	
General Fund	-	2,500	-	-	-	-
<b>Total</b>	-	<b>2,500</b>	-	-	-	-
<b>Biennial Total</b>			<b>2,500</b>			-
<b>1 - Expenditures, Absorbed Costs*, Transfers Out*</b>						
General Fund	-	2,500	-	-	-	-
<b>Total</b>	-	<b>2,500</b>	-	-	-	-
<b>Biennial Total</b>			<b>2,500</b>			-
<b>2 - Revenues, Transfers In*</b>						
General Fund	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-
<b>Biennial Total</b>			-			-

**Bill Description**

This bill provides a right of access for U.S. Census Bureau employees to multi-unit residential facilities in Minnesota during the 2020 United States Census (apartment buildings, dormitories, nursing homes, and similar multi-unit dwellings) and was amended to provide permanent access for future censuses.

The bill also appropriates money and requires the commissioner of administration to implement a Census 2020 Mobilization program. A component of the program is awarding grants to local governments and nonpartisan, nonprofit organizations engaged in census mobilization activities. A list of priority outreach and mobilization activities is included. The bill requires at least 45% of the appropriation will be used for grants.

**Assumptions**

Admin assumes that \$2.5M will be appropriated in fiscal year 2020 for the bill based on the materials submitted in support of the bill proponent’s testimony, the MN Census Mobilization Partnership. We expect that fifty percent (\$1.25M) of the appropriation would be used for grants to local government and non-profit organizations with some of the funds advanced to ensure the funds can be utilized effectively ahead of Census day, April 1, 2020.

The bill provides the following outreach and mobilization activity areas:

- Census Response Tabling-Increase Minnesota’s response rate by creating opportunities for people to respond to the census in their home communities, i.e. at local community events, county fairs, etc.;
- Apartment Access Promotion: Increase response rate among Minnesota renters
- Job Sourcing: Ensure U.S. Census Bureau has a large pool of qualified candidates in Minnesota, especially from historically undercounted communities;
- Commit to Census: Increase census response organizing residents to commit to participate in the census and by positioning trusted voices to lead that engagement;
- Shared Services: Provide translation of educational and promotional materials not provided by the Census Bureau, IT tools, rural P.O. Box mailings and promotional items; and,
- Engaging Historically Undercounted Communities: Maintain Minnesota’s high census response rates while reducing participation gaps in historically undercounted communities.

The remaining funds would support an additional staff 3.6 FTEs for the State Demographic Center as well as shared goods and services such as translation, printing, distribution of educational materials, IT tools (peer to peer texting subscription, iPads, Hotspots, software), promotional items, and rural P.O. Box mailing, etc. As of July 1, 2019, Admin would add 3.6 FTEs including 1 FTE State Program Admin Principal (step 9), 1 FTE Information Officer 2 (step 9), 1 FTE Office Administrative Specialist Principal (step 7) and .6 FTE Grants Specialist Senior (step 12). Since these positions are 1-year in length, we expect recruiting experienced applicants in a tightening labor market will require higher starting salaries.

Additional non salary costs are needed and include shared services such as translation services, promotional items, printing/mailling/distribution of education materials and IT needs (approximately 300 computer tablets for tabling events/use and modules/subscription for specialized communication web-based tools/application developed for state-level census outreach such as those created for the California by Community Connection Labs.

While the bill provides a waiver from procurement, IT and grants requirements, Admin will use existing master contracts, equity select vendors and other tools to streamline purchase of goods and services.

We assume that the Legislature will name a specific non-profit organization with experience managing mini-grants to local government and community organizations. Naming a non-profit organization would eliminate the requirement that these grants funds be competitively awarded after the issuance of a request for proposal, evaluation of proposals and selection of a grantee. We assume that waiver of a workforce certificate required under MN Stat. 363A36 is not applicable to grant contracts of any amount.

In addition to naming a non-profit organization grantee, we assume that the bill will provide a formula/tier levels for the legislatively-named grantee to utilize in issuing mini-grants. Establishing a formula/tiers for mini-grants would expedite re-distribution of funds by the legislatively-named grantee to local government and community organizations to support local Complete Count Committee and other outreach activities. Lastly, we assume that the bill may direct Admin to enter into sole source contract for a communication/technology tools designed specifically for another state for census outreach.

**Expenditure and/or Revenue Formula**

Expense	FY 20
3.6 FTEs in FY 20120	\$ 316,827
Rent Centennial Office Building (175 sq. ft. per person)	\$ 48,580
Furniture \$7,000 per workstation	\$ 28,000
Computer/Telephone Equipment	\$ 3,300
Communications & IT Support/Maintenance	\$ 8,256
IT equipment/subscription	\$ 500,000
Travel In-State	\$ 15,000
Supplies	\$ 4,800
Grants to local govt/community organizations	\$1,250,000
Other (translation services \$125,000), sGstaff training, grants system subscription)	\$ 325,000
<b>Total</b>	<b>\$2,499,763</b>

SPA Principal at \$72,288 plus fringe (FICA \$4,512 + Medicare \$1,055 + retirement \$4,549 + insurance \$22,139) = \$105,044

Info Officer 2 at \$56,752 plus fringe (FICA \$3,518 + Medicare \$823 + retirement \$3,547 + insurance \$22,139) = \$86,779

OAS Principal at \$48,191 plus fringe (FICA \$2,987 + Medicare at \$698 + retirement \$3,011 + insurance \$22,139) = \$77,028

Grants Spec Sr (60%) at \$42,119 plus fringe (FICA \$2,611 + Medicare \$610 + retirement \$2,632) = \$47,974

**Long-Term Fiscal Considerations**

**Local Fiscal Impact**

Local government units would be among those eligible for mini-grants

**References/Sources**

Laurie Beyer-Kropuenske, Director, Community Services Division, Department of Administration

**Agency Contact:** Laurie Beyer Kropuenske 651 201 2501

**Agency Fiscal Note Coordinator Signature:** Stewart McMullan

**Phone:** 651 201-2536

**Date:** 3/20/2019 9:29:29 AM

**Email:** [stewart.mcmullan@state.mn.us](mailto:stewart.mcmullan@state.mn.us)