

SF2021 - 0 - Handbook for Lobbying Required

Chief Author: **Bonnie Westlin**
 Committee: **Elections**
 Date Completed: **3/8/2025 3:29:58 PM**
 Agency: **Campaign Finance Board**

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

State Cost (Savings)	Biennium			Biennium	
	FY2025	FY2026	FY2027	FY2028	FY2029
Dollars in Thousands					
General Fund	-	-	-	-	-
Total	-	-	-	-	-
Biennial Total			-		-

Full Time Equivalent Positions (FTE)	Biennium			Biennium	
	FY2025	FY2026	FY2027	FY2028	FY2029
General Fund	-	-	-	-	-
Total	-	-	-	-	-

LBO Analyst's Comment

I have reviewed this fiscal note for reasonableness of content and consistency with the LBO's Uniform Standards and Procedures.

LBO Signature: Steve McDaniel **Date:** 3/8/2025 3:29:58 PM
Phone: 651-284-6437 **Email:** steve.mcdaniel@lbo.mn.gov

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.

State Cost (Savings) = 1-2		Biennium			Biennium	
Dollars in Thousands		FY2025	FY2026	FY2027	FY2028	FY2029
General Fund		-	-	-	-	-
Total		-	-	-	-	-
Biennial Total				-		-
1 - Expenditures, Absorbed Costs*, Transfers Out*						
General Fund						
Expenditures		-	4	-	-	-
Absorbed Costs		-	(4)	-	-	-
Total		-	-	-	-	-
Biennial Total				-		-
2 - Revenues, Transfers In*						
General Fund						
Total		-	-	-	-	-
Biennial Total				-		-

Bill Description

The bill requires the Campaign Finance and Public Disclosure Board (the Board) to write and publish on the Board's website a handbook for lobbying in plain language. The handbook must explain lobbyist registration requirements, what specific activities count toward lobbying activity, lobbyist registration for a government entity, expenditures included in a principal report, and the different types of lobbying. The handbook must be published by January 15, 2026.

Assumptions

Board staff will write and publish the handbook. Staff has developed a number of handbooks for clients, and additional staff will not be needed to write the handbook. This fiscal note assumes that it will take approximately 100 hours to write a draft of the handbook, communicate with the regulated community to ensure that the document is useful, and then publish a final version of the handbook. There are identifiable staff costs, as shown below; however, the staff cost is already included in the Board's budget, and therefore can be absorbed by the Board.

Expenditure and/or Revenue Formula

The handbook will take approximately 100 hours of staff time to write. The approximate cost is as follows:

Staff Member	Hours Spent on Handbook	Hourly Rate		Total
Legal Management Analysis	100	\$ 36.71		\$ 3,671.00
			Total Staff Cost	\$ 3,671.00

Long-Term Fiscal Considerations**Local Fiscal Impact**

References/Sources

Agency Contact: Jeff Sigurdson (651-539-1189)

Agency Fiscal Note Coordinator Signature: Jeff Sigurdson

Phone: 651-539-1189

Date: 3/6/2025 8:46:39 AM

Email: jeff.sigurdson@state.mn.us