

Department of State

Funding Request for the FY 2026-27 Budget Cycle

Request Title

R-03 Additional Accessibility Resources to Comply with State Law

Dept. Approval By: Andrew Kline, Deputy Secretary of State

Supplemental FY 2025-26

OSPB Approval By: OSPB Approval Not Required

Budget Amendment FY 2026-27

X

Change Request FY 2026-27

Summary Information	Fund	FY 2025-26		FY 2026-27		FY 2027-28
		Initial Appropriation	Supplemental Request	Base Request	Elected Official	Budget Estimate
Total of All Line Items Impacted by Change Request	Total	\$12,403,433	\$0	\$11,765,966	\$94,350	\$87,350
	FTE	48.5	0.0	48.5	1.0	1.0
	GF	\$4,254	\$0	\$4,254	\$0	\$0
	CF	\$12,399,179	\$0	\$11,761,712	\$94,350	\$87,350
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Line Item Information	Fund	FY 2025-26		FY 2026-27		FY 2027-28
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
02. Information Technology Services, (A) Information Technology Services, (1) Information Technology Services - Personal Services	Total	\$8,007,214	\$0	\$7,518,747	\$86,615	\$86,615
	FTE	48.5	0.0	48.5	1.0	1.0
	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$8,007,214	\$0	\$7,518,747	\$86,615	\$86,615
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

02. Information Technology Services, (A) Information Technology Services, (1) Information Technology Services - Operating Expenses	Total	\$4,396,219	\$0	\$4,247,219	\$7,735	\$735
	FTE	0.0	0.0	0.0	0.0	0.0
	GF	\$4,254	\$0	\$4,254	\$0	\$0
	CF	\$4,391,965	\$0	\$4,242,965	\$7,735	\$735
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Auxiliary Data

Requires Legislation? NO

Type of Request? State Prioritized Request

Interagency Approval or Related Schedule 13s:

No Other Agency Impact



Department Priority: R-03 Additional Accessibility Resources to Comply with State Law

Summary of Funding Change for FY 2026-27

Fund Type	FY 2026-27 Base Request	FY 2026-27 Incremental Request	FY 2027-28 Incremental Request
Total Funds	\$11,765,966 ¹	\$94,350	\$0
General Fund	\$4,254	\$0	\$0
Cash Funds	\$11,761,712	\$94,350 ²	\$0
Reappropriated Funds	\$0	\$0	\$0
Federal Funds	\$0	\$0	\$0
FTE	48.5	1.0	0.0

Summary of Request

Problem or Opportunity

The passage of HB 21-1110, SB 23-244, and HB 24-1454 require state agencies to ensure that systems, documents, and recordings meet accessibility standards. Making existing documents and systems compatible, and ensuring that these systems and documents remain compatible, is a continual process and a significant workload impact on employees in all programs in all four of the Colorado Department of State's (CDOS or Department) divisions. Meeting these requirements is a critical service for Coloradans and noncompliance could result in thousands of dollars in fines per violation.

Proposed Solution

CDOS requires an additional 1.0 FTE (ongoing) in the Information Technology (IT) Division at the Webmaster III Job Class focused on accessibility to ensure compliance and usability across both internal systems and vendor-hosted platforms. Similar to cybersecurity, accessibility compliance is a continual process with new technologies and standards evolving every day,

¹ This request impacts both the Personal Services and Operating Expenses appropriations in the IT Division. The total FY 2026-27 Base Request consists of: \$7,518,747 in Personal Services (CF), \$4,242,965 in Operating Expenses (CF), and \$4,254 in Operating Expenses (GF). All FTE are appropriated on the IT Division: Personal Services line.

² This amount is split between the IT Division: Personal Services appropriation (\$86,615 and 1.0 FTE) and the IT Division: Operating Expenses appropriation (\$7,735).

demonstrating a clear need for a dedicated resource. CDOS has made tremendous progress in making external applications accessible to all Colorado users, yet additional capacity is necessary to ensure vendor-built and internal-facing systems meet accessibility requirements.

Fiscal Impact of Solution

Based upon 1.0 FTE at the Webmaster III job classification (ongoing), the total cost (inclusive of Centrally Appropriated funds) is \$118,561 in FY 2026-27, split between \$86,615 in the IT Division: Personal Services appropriation, \$7,735 in the IT Division: Operating Expenses appropriation, and \$24,211 in Centrally Appropriated costs. Exclusive of Centrally appropriated costs, the total cost in FY 2026-27 is \$94,350.

Requires Legislation	Revenue Impacts	Impacts Another Department?	Statutory Authority
No	No	No	§§ 24-34-802(1)(b) & (c), 24-85-101, 24-85-102, 24-85-103, & 24-85-104, C.R.S.

Background and Opportunity

The IT Division of CDOS maintains over 30 custom-built applications supporting Coloradans and provides the infrastructure and support for all employees of the Department. The division operates largely independently from the Governor’s Office of Information Technology (OIT). Specifically, CDOS is excluded from the definition of “state agency” in the OIT statutes.³ The Web Team currently consists of 2.0 FTE and is responsible for all external web content postings, including web application integration and review. This group is already operating at maximum capacity and adding additional responsibilities to the current team would be unsustainable.

CDOS must hire a dedicated accessibility resource to support compliance with the requirements of HB21-1110, which mandates that all state and local government digital services conform to accessibility standards promulgated by OIT. While the Department attempted to fulfill these requirements using existing staff and temporary workers, the scale of the effort—including the need to audit, remediate, and maintain accessibility across dozens of internal sites, third-party vendor platforms, and countless digital documents—has proven to be far too great for part-time or distributed work.

The continual demand for accessibility training, support, and technical review significantly exceeds what can be met with current staffing, increasing the risk of falling out of compliance and

³ § 24-37.5-102(28) C.R.S.

possibly incurring penalties. Like many other state agencies, the Department requires an additional staff member to ensure compliance with the law. A dedicated FTE will ensure that staff across all four divisions receive consistent training, that all platforms—state-built and vendor-hosted—are properly audited and remediated, and that the agency’s compliance efforts are sustainable and aligned with Colorado’s legal requirements for equitable access to government services.

Proposed Solution and Anticipated Outcomes

The proposed solution to hire a dedicated accessibility FTE at the Webmaster III job classification represents the best approach for CDOS to achieve and sustain compliance with HB21-1110 and related accessibility laws. This position will centralize expertise, provide ongoing training, conduct thorough audits of both internal and third-party platforms, and support remediation efforts.

Success will be measured by performance metrics such as the percentage of digital content meeting WCAG 2.1 AA standards, timely completion of accessibility plans and audits, and reductions in legal risks. This solution will enhance service delivery by ensuring all users, including those with disabilities, have equitable access to CDOS digital services, improving customer satisfaction and reducing compliance risks. Without this position, the Department faces continued overextension of existing staff, increased risk of non-compliance penalties, diminished ability to meet state accessibility goals, and sets the Department up to overextending staff working pre-existing critical IT tasks, making this investment critical to fulfilling legal obligations and advancing inclusivity.

The new employee will train staff on creating accessible content, provide hands-on support, and oversee audits of internal and third-party platforms to maintain compliance. By establishing this position, CDOS can strengthen its foundation and advance its commitment to inclusivity, ensuring equal access to state services and information. Based on current workload and analysis of our current sites and documents this position will perform the following duties:

- Internal Site review and audits – 20%
- Third-Party and vendor review (contracts, audits, standards) - 20%
- Accessibility Training and Education updates – 20%
- Document and content remediation – 20%
- Web content team duties – 20%

A full-time dedicated role will improve workload distribution and output quality while creating consistent workflows and accountability around accessibility efforts. Stakeholders who stand to benefit include CDOS staff, people with disabilities, and third-party vendors. No statutory changes are needed, as this work is already required by, and aligns directly with, current Colorado laws. Failure to approve this request risks the Department falling short of state mandates, potentially incurring fines and reputational damage, and leaving constituents underserved in accessing vital government services. Alternative solutions such as continued reliance on temporary staff or

spreading accessibility tasks among existing personnel have proven insufficient to meet legislative demands and accessibility standards.

Assumptions and Calculations

All calculations are based upon the Office of State Planning and Budgeting (OSPB) FY 2026-27 Budget Request FTE Template. The Department has estimated the workload required based upon the document and external web application remediation over the past year. The Department has determined that an additional 1.0 FTE is needed to address vendor compliance for over thirty vendors, internal web applications, and other non-public documents.

Job Class Title	Biweekly	FY27 FTE	FY27 Request	Biweekly	FY28 FTE	FY28 Request
WEBMASTER III	\$2,946	1.0	\$76,596	\$2,946	1.0	\$76,596
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
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	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
	\$0	0.0	\$0	\$0	0.0	\$0
Salary-Based Compensation			\$76,596			\$76,596
PERA			\$8,908			\$8,908
FICA			\$1,111			\$1,111
Personal Services Line Item(s) Request	1.0	\$86,615		1.0	\$86,615	
Ongoing Operating Expenses						
Standard Allowance			\$500			\$500
Communications			\$235			\$235
Other (Please Explain)						
Other (Please Explain)						
One-Time Operating Expenses						
Total Number of NEW Positions Hired in Fiscal Year	1			0		
PC			\$2,000			\$0
Cubicle			\$5,000			\$0
Other (Please Explain)						
Other (Please Explain)						
Other (Please Explain)						
Other (Please Explain)						
Other (Please Explain)						
Other (Please Explain)						
Operating Expenses Line Item(s) Request		\$7,735			\$735	
Central Appropriations						
Health, Life, and Dental			\$16,152			\$17,767
Short-term Disability			\$54			\$54
Paid Family Medical Leave Insurance			\$345			\$345
Unfunded Liability Amortization						
Equalization Disbursement Payments			\$7,660			\$7,660
Other Costs (Please Explain)						
Other Costs (Please Explain)						
Other Costs (Please Explain)						
Central Appropriations Requests		\$24,211			\$25,826	
Total Request	1.0	\$118,561		1.0	\$113,176	
General Fund			\$0			\$0
Colorado Department of State Cash Fund	1		\$118,561			\$113,176
Reappropriated Funds			\$0			\$0
Federal Funds			\$0			\$0