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## BUDGET UNIT BRIEF – FY 2018

Fiscal Services Division

December 15, 2017



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Ground Floor, State Capitol Building

Des Moines, Iowa 50319

515.281.3566

# Archiving Papers of Former Governors

## Purpose and History

The Archiving Papers of Former Governors project is an ongoing effort that is focused on processing records from the Office of the Governor that are to be preserved as State archives. The archiving is a function of the Historical Division of the Department of Cultural Affairs (DCA).

## Document Administration

Administrative rules for the State Historical Society of Iowa (SHSI) (223 IAC) and State Records Commission (671 IAC) are applicable to the records of the Office of the Governor. Records retention schedules authorized by the State Records Commission govern disposition of the respective classes of records of the Office of the Governor. Therefore, some classes of records are preserved permanently as State archives, and other classes of records are routinely destroyed at the end of their scheduled retention periods.

Personal records of a Governor, like campaign records and political affiliation records, are not records of the Office of the Governor and are not subject to the requirements of Iowa Code chapter 305. A Governor may offer personal records to the SHSI or other organizations for preservation as personal papers archives.

Other states follow a similar philosophy: Official records of governors are considered state government records to be preserved as state archives, while personal records are property of the governor and may be offered in donation for preservation.

## Funding — State General Fund

From FY 2006 through FY 2017, the DCA expended \$851,970 from the General Fund on this effort. Beginning with FY 2018, the appropriation for the project was eliminated. The DCA has placed the responsibility for the project with the Historical Division.

## Other Sources of Revenue

No sources other than the General Fund have been utilized for this purpose to date.

## Related Statutes and Administrative Rules

Iowa Code chapter [305](#) and Iowa Code section [303.2](#)  
Iowa Administrative Code [221—2](#), [223](#), and [671](#)

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## More Information

Iowa Department of Cultural Affairs: [iowaculture.gov](http://iowaculture.gov)  
State Historical Society of Iowa: [iowaculture.gov/history](http://iowaculture.gov/history)  
LSA Staff Contact: Ron Robinson (515.281.6256) [ron.robinson@legis.iowa.gov](mailto:ron.robinson@legis.iowa.gov)