

# HELP AMERICA VOTE ACT (HAVA) TIMELINE

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**FSASE Winter 2013 Conference**



# WHAT IS HAVA

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## HELP AMERICA VOTE ACT of 2002

- Required states to:
  - Replace outdated voting equipment
  - Create centralized Statewide database of registered voters
  - Improve election administration

# HAVA Unit Responsibilities

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- ❑ Coordinate and oversee federal funding programs associated with the Help America Vote Act (HAVA) and other election administration activities
- ❑ Ensure compliance with federal grant program's guidelines and procedures

# Scope of Funds

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1. Voter Education
2. Poll worker Training
3. Federal Election Activities
4. Voting System Assistance
5. Ballot-on-Demand
6. Optical Scan Machines
7. HHS – Polling Place Accessibility

# HAVA FY 2012-2013 Funds

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- ❑ Deadline to request → **June 5, 2013** (*This allows time to process before state fiscal year ends on June 30, 2013. Refer to MOA for details.*)
- ❑ Interest-bearing account (refer to #3 on page 2 of Attachment A regarding interest bearing accounts.)

The Supervisor must establish and maintain the FY 2012-2013 funds in an interest bearing account **in a “qualified public depository” as required by section 280.03, Florida Statutes.** The Supervisor must segregate funds for federal election administration activities and required county matching dollars in a separate account established to hold only those funds. Any funds remaining at the end of the fiscal year shall remain in the account to be used for the same purposes for subsequent years or until such funds are fully expended.

# HAVA FY 2012-2013 Funds

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- ❑ Acceptable uses (see categories listed on Attachment A to the MOA):
  - ✓ Mailing or publishing sample ballots *which must include additional information on voting procedures, voting rights or voting technology;*
  - ✓ Voter information cards *which must include additional voter education information on voting procedures, voting rights or voting technology;*
  - ✓ Advertising or publications outlining voting procedures, voting rights or voting technology;

# HAVA FY 2012-2013 Funds

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(Acceptable uses, CONT'D)

- ✓ Voting System demonstrations;
- ✓ Poll worker *training* stipends;
- ✓ Training materials for poll workers;
- ✓ Voter guides (*must include voter education information concerning voting procedures, voting rights, or voting technology but shall not contain elected officials' contact information other than the supervisor's contact information*); or

# HAVA FY 2012-2013 Funds

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(Acceptable uses, CONT'D)

- ✓ Maintenance of online or web-based absentee ballot request & ballot tracking, & precinct-finder system as relates to use in federal elections, upgrade costs, and future license fees and maintenance fees for the MOVE Act and UOCAVA expenditures.
- ✓ **Software or Hardware Technology** including but not limited to any emerging technology, that enhances or facilitates the items listed below. **NOTE: must first be certified or approved, whichever is applicable, by the Department of State.** Your plan must specify which of these items is involved:
  - Delivery of absentee ballots
  - Casting and counting of valid votes;
  - Voting system audits or recount processes;
  - Certification of accurate and complete official election results.



# HAVA FY 2013-14 Funds

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- HAVA Administrative Team will mail out paperwork to Supervisors of Elections in mid-to-late July, 2013 for the FY2013-14 funds.

July 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# REQUEST: 2008 HHS Grant

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## U.S. Dept. of Health and Human Services (HHS) Voting Access for Individuals with Disabilities (VOTE) Program for Polling Place Accessibility

- ❑ Reimbursement grant. Instructions for reimbursement requests included in Memorandum of Agreement and cover letter. Call our office with any questions.
- ❑ Deadline to request reimbursement → July 26, 2013.
- ❑ After July 26, 2013, funds not earmarked will be available to the counties to reimburse cost of already purchased AutoMark voting equipment.
- ❑ 2008 HHS Grant Funds no longer available after September 30, 2013.

July 2013						
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14	15	16	17	18	19	20
21	22	23	24	25	✘	27
28	29	30	31			

  

September 2013						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	✘					

# REQUEST: 2009 HHS FUNDS

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## Voting Access for individuals with Disabilities (VOTE) Program for Polling Place Accessibility



October 2013

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- ❑ Paperwork will be mailed out beginning 1<sup>st</sup> week in October 2013.
  - Even if your county does not plan to request reimbursement, sign and return the agreement in order to reserve the option to request in the future.
  - 2009 HHS funds no longer available after September 30, 2014.

# REPORTS & SURVEYS DUE

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# HAVA “Balance” Report

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- ❑ Report remaining balance of HAVA funds as of June 30, 2013 (refer to Attachment A of MOA #2012-2013-0001 for details)
- ❑ The Department of State will provide the reporting forms.
- ❑ Report due by July 22, 2013.

July 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	✘	23	24	25	26	27
28	29	30	31			

# HHS Report

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## HHS Funds (VOTING ACCESS FOR INDIVIDUALS with Disabilities (VOTE) Program for Polling Place Accessibility)

- ❑ Report due annually on or before **October 31** (Refer to terms of MOA)
- ❑ Division of Elections will provide report forms (that include amount county received) to those counties which received reimbursement during the prior county fiscal year between October 1 thru September 30.

# HAVA Voter Education Report

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- ❑ Required by Legislature (s. [98.255](#), F.S.);  
*a detailed description of the voter education programs implemented and any other information that may be useful in evaluating the effectiveness of voter education efforts.*
- ❑ Report due → December 15<sup>th</sup> in each general election year;
- ❑ Online link will be provided by the Division of Elections;
- ❑ Division compiles the results.

**NOT  
DUE**

**Until 2014**

# HAVA “Expenditures” Report

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- Report HAVA expenditures made in prior *county* fiscal year --October 1 through September 30;
- Report due → December 31;
- Department of State will provide report forms;
- A separate report is required for each grant (i.e. voter education, poll worker training, etc. and by fiscal year) until the HAVA funds are expended.

December 2013						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



# HAVA “Expenditures” Report

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CONT'D PAGE

- ❑ FEA Reports must agree with your county’s plan. Report funds spent by Federal Funds, County Matching Funds and Interest Earned.

December 2013						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	<del>31</del>				

# EAC SURVEY: 2012 ELECTION ADMINISTRATION & VOTING SURVEY

- Administered by U.S. Election Assistance Commission (EAC) biennially since 2004
- Part of responsibilities under Help America Vote Act to collect data and serve as national clearinghouse and resource for the compilation of information with respect to the administration of Federal elections.
- Also used to satisfy statutory requirements and results in three reports: the Impact of the National Voter Registration Act of 1993; the Uniformed and Overseas Citizens Absentee Voting Act; and, the Election Administration and Voting Survey.
- Directed to the State and county levels (or county equivalent) officials on ballots cast; voter registration; overseas and military voting; Election Day activities; voting technology; and other important issues.
- The EAC sends Congressional Reports and posts on EAC website.

# 2012 EAC SURVEY: PROCESS

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- ❑ The data is to be entered into an Excel spreadsheet provided by the EAC through the Division of Elections;
  - Survey questions are generally similar to the previous EAC Survey.
- ❑ Currently, Division is examining data provided by SOEs and pulled from FVRS for submission:
  - Initial EAC deadline: February 1, 2013
  - Final EAC deadline: March 1, 2013

# EAC SURVEY: ELECTION ADMINISTRATION & VOTING SURVEY

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**Next one not**

**DUE**

**Until 2014**

# HAVA TEAM CONTACT INFORMATION

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