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STATE OF ALASKA
Division of Elections
Office of the Lieutenant Governor

ORIGINAL

March 1, 2005

State HAVA Funding Reports
U.S. Election Assistance Commission
1225 New York Avenue, NW – Suite 1100
Washington, DC 20005

Re: ***Expenditure Narrative for Title I Section 101***
Reporting period: January 1, 2004 through December 31, 2004.

Dear Election Assistance Commissioners:

Beginning in 2003, the State of Alaska began taking the necessary steps required to be in full compliance with the Help America Vote Act of 2002. Alaska law was expanded to bring the State into compliance with HAVA requirements. The Division has established a toll-free access system; initialized Division of Motor Vehicles (DMV) requirements; hired new staff to manage HAVA; updated forms and training materials; designed and improved voter outreach and election worker training programs; and relocated a regional election office for improved access and election administration.

The State of Alaska's 2004 expenditures remain consistent with the activities described for permissible use of funds in HAVA section 101(b). The State's use of Title I funds has allowed the Division to progress towards the goals established in the State Plan initially developed in 2003. Funds from Title I were used to carry out the following activities in 2004.

Improvements to Election Administration & Meeting Requirements of Title III

Improving the Administration of Elections for Federal Office
The Division relocated the Southeast Regional Office, providing for better accessibility to voters and improving election administration. The new location provides improved parking for voters with disabilities; easier access for voters; additional storage for Touch Screen (TS) units and additional space for absentee voting, onsite election worker training and other election preparation activities.

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Provisional Voting Toll-free Access
In 2004, the Division established a toll-free access system to provide voter information on whether a provisional ballot was counted and, if not counted, why the vote or a portion of the vote did not count.

The State continues to use its existing statewide Polling Place Locator. This toll-free number provides voter access to registration record, specific polling locations and other relevant information. The Polling Place Locator answered numerous calls in October, peaking with 3,492 calls on November 1 and 8,110 calls on November 2.

Division of Motor Vehicles (DMV) Requirements
The Division of Elections completed procedures to allow it to match identifying information provided by a first-time, by-mail registrant on his or her voter registration application to information maintained in the DMV database.

Training Election Officials, Poll Workers and Election Volunteers
Leading up to the 2004 General Election, the Division began "hub training" its election workers. The purpose of this training method is for the Division to more effectively train election workers closer to Election Day. As there are many rural polling places in Alaska, the Division sent the chairperson from each selected rural precinct to one larger, more "central" community where all the chairpersons were trained simultaneously. The chairperson then returned to their community and trained the election workers at their polling place. The Division was able to train more election workers closer to Election Day using the "hub training" method, and found this to be an effective means of outreach and training.

The Division has procedures established for conducting recounts on a statewide level, as well as State House and State Senate levels. In 2004, the Division conducted two recounts – one for a State House race and the other for the U.S. Senate race. This was the first time in Alaska history that a statewide recount was conducted with the Accu-Vote Optical Scan equipment, and there were no significant changes to the election results. The integrity of our election system was tested, and the State proved our Division, our election workers, our laws and procedures, and our voting equipment had earned Alaskans trust and confidence.

Accessible Voting Equipment
The Division used state matching funds to purchase 55 DREs. HAVA funds were used to purchase 45 additional TS units, bringing the statewide total to 100. In 2004 the Division held conferences for its employees in order to discuss the implementation and training of TS units in Alaska. All four regions of the State were represented by the four election supervisors that provided plans for implementation in their area.

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In May 2004, the Legislature passed legislation (HB 459) regarding providing a voter verifiable paper trail for electronic voting machines for elections after 2004. Although the Division originally intended to use the touch screens in a pilot project in the 2004 elections, because of concerns about the State's computer system and potential challenges to election results, it decided to delay their use until they are retrofitted with a voter verifiable paper record. The Division plans to incorporate the new requirements and complete the implementation by the 2006 deadline.

Administrative Complaint Procedures
The Division of Elections succeeded in developing administrative regulations to establish the required complaint procedure. These regulations constitute a new article 6 AAC 25.400–490 that is now a part of the Division's administrative regulations in Title 6, Chapter 25 of the Alaska Administrative Code. These regulations satisfy the requirements of HAVA section 402 by providing a uniform and nondiscriminatory complaint procedure.

The Division established a toll-free hotline, which allows voters to report possible voting fraud and voting rights violations. The toll-free number was made available to voters in newspaper advertisements and Public Service Announcements during the 2004 election cycle.

Statewide Voter Registration System
The Division made improvements to the existing statewide voter registration database, VREMS, to comply with Title III requirements. These improvements have been made through programming contracts with State-contracted vendors or other State agencies.

The State's current statewide voter registration system is outdated, written in Natural language and is difficult to maintain. In 2004 Division staff attended election conferences and vendor shows to view voter registration system demonstrations in preparation for developing a Request for Proposal (RFP) that will be issued in early 2005. The Division will use Title II HAVA funds to replace the outdated system.

Sincerely,

Loren Leman

Loren Leman
Lieutenant Governor

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FINANCIAL STATUS REPORT
(Long Form)
(Follow instructions on the back)

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Federal Grant or Other Identifying Number Assigned By Federal Agency	OMB Approval No.	Page of
Election Assistance Commission	CFDA 39.011	0348-0039	pages

3. Recipient Organization (Name and complete address, including ZIP code)
State of Alaska, Division of Elections, 240 Main St. Ste 400, PO Box 110017, Juneau, AK 99811-0017

4. Employer Identification Number	5. Recipient Account Number or Identifying Number	6. Final Report	7. Basis
92-6001185	HAVAMINIMUM 3314	☐ Yes ☑ No	☐ Cash ☑ Accrual

8. Funding/Grant Period *(See instructions)* From: (Month, Day, Year)	To: (Month, Day, Year)	9. Period Covered by this Report From: (Month, Day, Year)	To: (Month, Day, Year)
4/4/2003		1/1/2004	12/31/2004

10. Transactions:	I Previously Reported	I This Period	III Cumulative
a. Total outlays	74,917.00	643,813.00	718,730.00
b. Refunds, rebates, etc.	0.00	0.00	0.00
c. Program income used in accordance with the deduction alternative	0.00	0.00	0.00
d. Net outlays *(Line a, less the sum of lines b and c)*	74,917.00	643,813.00	718,730.00
Recipient's share of net outlays, consisting of:			
e. Third party (in-kind) contributions	0.00	0.00	0.00
f. Other Federal awards authorized to be used to match this award	0.00	0.00	0.00
g. Program income used in accordance with the matching or cost sharing alternative	0.00	0.00	0.00
h. All other recipient outlays not shown on lines e, f or g	0.00	0.00	0.00
i. Total recipient share of net outlays *(Sum of lines e, f, g and h)*	0.00	0.00	0.00
j. Federal share of net outlays *(line d less line i)*	74,917.00	643,813.00	718,730.00
k. Total unliquidated obligations			31,635.00
l. Recipient's share of unliquidated obligations			0.00
m. Federal share of unliquidated obligations			31,635.00
n. Total Federal share *(sum of lines j and m)*			750,365.00
o. Total Federal funds authorized for this funding period			5,000,000.00
p. Unobligated balance of Federal funds *(Line o minus line n)*			4,249,635.00
Program Income, consisting of:			
q. Disbursed program income shown on lines c and/or g above			0.00
r. Disbursed program income using the addition alternative			0.00
s. Undisbursed program income			0.00
t. Total program income realized *(Sum of lines q, r and s)*			0.00

11. Indirect Expense	a. Type of Rate *(Place "X" in appropriate box)* ☐ Provisional ☐ Predetermined ☐ Final ☐ Fixed			
	b. Rate	c. Base	d. Total Amount	e. Federal Share

12. *Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.*

13. Certification: **I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.**

Typed or Printed Name and Title	Telephone (Area code, number and extension)
Loren D. Leman, Lieutenant Governor	907-465-~~5347~~ 5347
Signature of Authorized Certifying Official	**Date Report Submitted**
Loren D. Leman	February 28, 2005

ORIGINAL

ACTUALS/ITD		
APPROPRIATION EXPENDITURES BY EXTENDED NEXT		
2219-08 IMPROVEMENTS TO ELEC ORIG:04 SUBALL		
COA:2005		EXP 1/1/04 - 12/31/04
	ENTITY NUMBER - DESCRIPTION	
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** 02219-08 IMPROVEMENTS TO ELECTION ADMINISTRATION		
** 01992219-05 EARLY HAVA		
D**	71172 REGULAR PAY	37,057.22
D**	71670 HOLIDAY PAY	0.00
D**	71322 OT STRAIGHT TIME	651.98
D**	71324 OT - TIME & ONE-HALF	1,219.86
D**	71670 HOLIDAY PAY	0.00
D**	71800 PUBLC EMPL RETIREMNT	0.00
D**	71685 PERSONAL LEAVE	2,083.08
D**	71750 LEAVE PAY OUT	0.00
D**	71790 AK SUPPLEMNTL BENEFT	1,536.24
D**	71800 PUBLC EMPL RETIREMNT	2,315.40
D**	71820 UNEMPLYMNT INSURANCE	266.45
D**	71830 GROUP HLTH INSURANCE	4,153.25
D**	71835 BASIC LIFE & TRAVEL	0.00
D**	71840 WORKERS' COMP INS	10.83
D**	71870 LEAVE CASHIN EMPR CH	182.95
D**	71871 TERMINAL LV EMPR CHG	149.24
D**	71795 MEDICARE TAX	853.95
D**	73402 LOCAL/EQUIP CHARGES	0.00
D**	72112 SURFACE TRANSPORT	530.58
D**	72281 OUTSIDE TRANSPORTATN	929.93
D**	72284 CAR RENTAL	145.20
D**	72114 MEALS & INCIDENTALS	827.26
D**	72414 MEALS & INCIDENTALS	155.50
D**	73660 OTHER REPAIRS/MAINT	2,750.00
D**	73421 SEF FUEL A87 ALLOWE	19.20
D**	73270 OTHER PROF SERVICES	2,123.49
D**	73289 RSA'S	14,478.71
D**	73323 ETS TELECOM CHRGBACK	967.41
D**	73402 LOCAL/EQUIP CHARGES	437.50
D**	73340 WIRELESS -OUTSIDE VN	550.70
D**	73347 LEASES	47,153.16
D**	73460 FRGHT & EXPRESS CHRG	902.57
D**	73914 MEMBERSHIP DUES/FEES	3,000.00
D**	73756 PRINT/COPY/GRAPHICS	8,662.50
D**	74229 BUSINESS SUPPLIES	893.13
D**	74225 DUPLICATING SUPPLIES	278.00
D**	74560 IT SUPPLIES	51,064.48
D**	75791 COMMUNICATIONS	69.50
D**	75830 INFO TECHNOLOGY	10,077.94
D**	75945 VOTING EQUIPMENT	3,750.00
D**	76055 FURNITURE	1,115.30
		201,362.51

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ACTUALS/ITD		
APPROPRIATION EXPENDITURES BY EXTENDED NEXT		
2218-08 HAVA EARLY MONEY ORIG:04 SUBALL		
COA:2005		EXPENDITURES
	ENTITY NUMBER - DESCRIPTION	1/1/2004 - 12/31/2004
** 01992218-05 TITLE 1 SEC 101 REQUIREMENTS		
D**	71172 REGULAR PAY	27,814.37
D**	71321 COMPENSATORY TIME	32.98
D**	71322 OT STRAIGHT TIME	390.82
D**	71324 OT - TIME & ONE-HALF	2,188.70
D**	71670 HOLIDAY PAY	179.32
D**	71685 PERSONAL LEAVE	725.69
D**	71750 LEAVE PAY OUT	0.00
D**	71790 AK SUPPLEMNTL BENEFT	1,916.11
D**	71800 PUBLC EMPL RETIREMNT	1,420.03
D**	71820 UNEMPLYMNT INSURANCE	191.26
D**	71830 GROUP HLTH INSURANCE	2,942.64
D**	71835 BASIC LIFE & TRAVEL	5.81
D**	71840 WORKERS' COMP INS	112.80
D**	71870 LEAVE CASHIN EMPR CH	164.20
D**	71871 TERMINAL LV EMPR CHG	109.02
D**	71795 MEDICARE TAX	444.23
D**	71925 ASEA LEGAL TRUST	1.47
D**	72280 INSTATE TRANSPORTATN	842.84
D**	72281 OUTSIDE TRANSPORTATN	4,177.00
D**	72284 CAR RENTAL	309.92
D**	72580 INSTATE PER DIEM	747.13
D**	72581 OUTSIDE PER DIEM	3,950.40
D**	73805 IT-NON-TELECOMMNCTNS	597.19
D**	73813 AUDITING	14.00
D**	73253 ETS IT CHARGEBACK	1,078.12
D**	73289 RSA'S	3,534.64
D**	73323 ETS TELECOM CHRGBACK	195.91
D**	73330 DATA/NTWK OUTSIDE VN	41.95
D**	73480 MESSENGER SERVICE	46.27
D**	73460 FRGHT & EXPRESS CHRG	0.00
D**	73540 ADVERTISING	274.14
D**	73560 PRINTING & BINDING	1,053.12
D**	73912 CONFERENCE REGISTRAT	0.00
D**	74561 COMPUTER SOFTWARE	103.00
		55,605.08

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ACTUALS/ITD	
APPROPRIATION EXPENDITURES BY EXTENDED NEXT	
2218-08 HAVA EARLY MONEY ORIG:04 SUBALL	
COA:2005	EXPENDITURES
ENTITY NUMBER - DESCRIPTION	1/1/2004 - 12/31/2004
** 01221801-05 TITLE 1/ACCESS VOTING EQUIPMENT	
D** 71172 REGULAR PAY	22,562.60
D** 71322 OT STRAIGHT TIME	4.21
D** 71324 OT - TIME & ONE-HALF	45.09
D** 71670 HOLIDAY PAY	327.47
D** 71671 COURT LEAVE	0.82
D** 71685 PERSONAL LEAVE	614.73
D** 71790 AK SUPPLEMNTL BENEFT	1,400.77
D** 71800 PUBLC EMPL RETIREMNT	1,752.37
D** 71820 UNEMPLYMNT INSURANCE	93.62
D** 71830 GROUP HLTH INSURANCE	4,764.35
D** 71835 BASIC LIFE & TRAVEL	10.18
D** 71840 WORKERS' COMP INS	134.61
D** 71870 LEAVE CASHIN EMPR CH	34.08
D** 71871 TERMINAL LV EMPR CHG	77.70
D** 71795 MEDICARE TAX	319.52
D** 72280 INSTATE TRANSPORTATN	5,351.19
D** 72281 OUTSIDE TRANSPORTATN	523.60
D** 72284 CAR RENTAL	98.16
D** 72580 INSTATE PER DIEM	2,306.44
D** 72581 OUTSIDE PER DIEM	1,322.87
D** 73321 TOLL COSTS - VENDOR	0.00
D** 73912 CONFERENCE REGISTRAT	259.00
D** 73152 IT CONSULTING	4,872.26
D** 75830 INFO TECHNOLOGY	87,576.89
D** 75945 VOTING EQUIPMENT	185,279.00
D** 76055 FURNITURE	936.21
	320,667.74

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ACTUALS/ITD		
APPROPRIATION EXPENDITURES BY EXTENDED NEXT		
2218-08 HAVA EARLY MONEY ORIG:04 SUBALL		
COA:2005		
ENTITY NUMBER - DESCRIPTION		EXPENDITURES
		1/1/2004 - 12/31/2004
** 01221802-05 TITLE 1/VOTER REGISTRATION SYSTEM		
D**	70820 DISTRB REGULAR	3.97
D**	71172 REGULAR PAY	15,821.08
D**	71670 HOLIDAY PAY	737.74
D**	71671 COURT LEAVE	0.82
D**	71685 PERSONAL LEAVE	902.35
D**	71790 AK SUPPLEMNTL BENEFT	1,119.87
D**	71800 PUBLC EMPL RETIREMNT	1,398.96
D**	71820 UNEMPLYMNT INSURANCE	75.81
D**	71830 GROUP HLTH INSURANCE	2,843.62
D**	71835 BASIC LIFE & TRAVEL	6.08
D**	71840 WORKERS' COMP INS	96.01
D**	71870 LEAVE CASHIN EMPR CH	28.31
D**	71871 TERMINAL LV EMPR CHG	62.17
D**	71795 MEDICARE TAX	260.28
D**	72280 INSTATE TRANSPORTATN	0.00
D**	72281 OUTSIDE TRANSPORTATN	1,247.80
D**	72284 CAR RENTAL	0.00
D**	72580 INSTATE PER DIEM	0.00
D**	72581 OUTSIDE PER DIEM	0.00
D**	72840 BOARDS & COMMISSIONS	6.70
D**	73270 OTHER PROF SERVICES	6,500.00
D**	73289 RSA'S	3,783.00
D**	73321 TOLL COSTS - VENDOR	0.00
D**	73912 CONFERENCE REGISTRAT	530.00
		35,424.57

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ACTUALS/ITD	
APPROPRIATION EXPENDITURES BY EXTENDED NEXT	
2218-08 HAVA EARLY MONEY ORIG:04 SUBALL	
COA:2005	EXPENDITURES
ENTITY NUMBER - DESCRIPTION	1/1/2004 - 12/31/2004
** 01221804-05 TITLE 1/POLLING PLACE ACCESSIBILITY IMPROVEMENTS	
D** 73480 MESSENGER SERVICE	0.00
** 01221805-05 TITLE 1/PROVISIONAL VOTING	
D** 74613 ELECTION SUPPLIES	0.00
** 01221809-05 TITLE 1/LANGUAGE ACCESSIBIILTY	
D** 73460 FRGHT & EXPRESS CHRG	0.00
ACTUALS/ITD	
APPROPRIATION EXPENDITURES BY EXTENDED NEXT	
2218-08 HAVA EARLY MONEY ORIG:04 SUBALL	EXPENDITURES
COA:2005	1/1/2004 - 12/31/2004
ENTITY NUMBER - DESCRIPTION	
** 01221811-05 TITLE 1/DMV REQUIREMENTS	
D** 71172 REGULAR PAY	38.44
D** 71670 HOLIDAY PAY	1.88
D** 71685 PERSONAL LEAVE	0.77
D** 71790 AK SUPPLEMNTL BENEFT	2.53
D** 71800 PUBLC EMPL RETIREMNT	3.14
D** 71820 UNEMPLYMNT INSURANCE	0.20
D** 71830 GROUP HLTH INSURANCE	6.41
D** 71835 BASIC LIFE & TRAVEL	0.01
D** 71840 WORKERS' COMP INS	0.28
D** 71870 LEAVE CASHIN EMPR CH	0.07
D** 71871 TERMINAL LV EMPR CHG	0.14
D** 71795 MEDICARE TAX	0.59
D** 73560 PRINTING & BINDING	0.00
	54.46
** 01221812-05 TITLE 1/FORMS	
D** 71172 REGULAR PAY	6,778.75
D** 71790 AK SUPPLEMNTL BENEFT	415.54
D** 71820 UNEMPLYMNT INSURANCE	39.39
D** 71840 WORKERS' COMP INS	39.21
D** 71795 MEDICARE TAX	98.30
D** 73560 PRINTING & BINDING	17,947.69
D** 73567 BOOKLETS	7,718.43
D** 74229 BUSINESS SUPPLIES	0.00
D** 74225 DUPLICATING SUPPLIES	610.25
	33,647.56