DISTRICT OF COLUMBIA
BOARD OF ELECTIONS AND ETHICS
WASHINGTON, D.C. 20001-2745

# Facsimile

**To:** Debbie Schilling **From:** Tracy Warren

**Fax:** 2-501-1124 **Pages:** 4

**Phone:** 2-501-1721 **Date:** Jan. 20, 2004

**Items:**

Please find attached SF 269 submitted by the DC Board of Elections and Ethics, as well as accompanying explanation. Call me if you have any questions. Regards, Tracy Warren
202-727-1911

# FINANCIAL STATUS REPORT

*(Short Form)*

*(Follow instructions on the back)*

| | | | |
|---|---|---|---|
| 1. Federal Agency and Organizational Element to Which Report is Submitted<br>Election Assistance Commission | 2. Federal Grant or Other Identifying Number Assigned By Federal Agency<br>Help America Vote Act – Title I | OMB Approval No.<br>0348-0038 | Page 1 of 3 pages |
| 3. Recipient Organization (Name and complete address, including ZIP code)<br>District of Columbia Board of Elections and Ethics, 441 Fourth Street, NW, Suite 250 N, Washington, DC 20001 | | | |
| 4. Employer Identification Number<br>53-6001131 | 5. Recipient Account Number or Identifying Number | 6. Final Report<br>☐ Yes ☒ No | 7. Basis<br>☒ Cash ☐ Accrual |
| 8. Funding/Grant Period *(See instructions)*<br>From: (Month, Day, Year)<br>04-01-03 | To: (Month, Day, Year) | 9. Period Covered by this Report<br>From: (Month, Day, Year)<br>04-01-03 | To: (Month, Day, Year)<br>12-31-03 |

| 10. Transactions: | I Previously Reported | II This Period | III Cumulative |
|---|---|---|---|
| a. Total outlays | | 287,380.50 | 287,380.50 |
| b. Recipient share of outlays | | 0.00 | 0.00 |
| c. Federal share of outlays | | 287,380.50 | 287,380.50 |
| d. Total unliquidated obligations | | | 747,996.92 |
| e. Recipient share of unliquidated obligations | | | 0.00 |
| f. Federal share of unliquidated obligations | | | 747,996.92 |
| g. Total Federal share *(Sum of lines c and f)* | | | $1,035,377.42 |
| h. Total Federal funds authorized for this funding period | | | 5,000,000 |
| i. Unobligated balance of Federal funds *(Line h minus line g)* | | | 3,964,622.58 |

| 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.*

See Attachment A.

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<br>Alice P. Miller, Executive Director | Telephone (Area code, number and extension)<br>202-727-2525 (X6511) |
| Signature of Authorized Certifying Official | Date Report Submitted<br>January 20, 2004 |

**GSA Standard Form 269: Financial Status Form**
**Attachment A:**
*Explanation of Expenditures of Funds Received Under Title I of the Help America Vote Act(HAVA)*

*I. Voting Equipment*
The District of Columbia Board of Elections and Ethics (BOEE) applied for and received $5 million under Section 101 of HAVA, the so-called "early money." Under this section, the law authorized these funds both for general improvements in election administration and to begin the planning necessary for implementing the administrative and technological requirements of the law. The BOEE did not apply for funding under Section 102. In accordance with the allowable uses of funding detailed in Section 101, the BOEE made the following expenditures during the period of April 2003 and December 31, 2003.

The BOEE, in advance of HAVA's passage, had made a decision to replace punch card voting systems with optical scan systems, which meet all the requirements of Section 301 of HAVA except that such systems do not meet the accessibility requirements. In 2002, however, the District of Columbia settled a lawsuit filed by disability rights advocates by agreeing to install at least one accessible voting system per precinct. The optical scan equipment in combination with the newly-purchased, touch-screen electronic systems brings the BOEE into compliance with HAVA Section 301. Section 101 (b)(1)(A): "Complying with the requirements under title III."

Expenditure: $134,002.07 (expended); $451,166.67 (obligated)
Period: FY04 - 1st Quarter

*II. Planning for Implementation of HAVA*
To develop the State Plan required under HAVA, the BOEE contracted with a consulting firm to evaluate compliance with HAVA and necessary changes, administer the planning process, develop the State Plan and work with the DC State Plan Committee. Section 101 (b)(1)(E): "Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II."

Expenditure: $42,908.25 (expended)
Period: FY04 – 1st Quarter

*III. Improving Election Administration*

(1) To comply with the new polling place procedures required by Section 302, the BOEE modified its toll-free phone number to ensure public access to information regarding their registration status and other information. Section 101 (b)(1)(H): "Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information."

(2) To ensure the correct assignment of voters within the new jurisdictional boundaries established by the District of Columbia City Council, the BOEE contracted with Election Data Services to review the data assignments and assign voters to the correct precincts. Section 101 (b)(1)(B): "Improving the administration of elections for Federal office."

(3) To ensure compliance with the new requirements under HAVA, the BOEE has provided training for BOEE staff. Section 101 (b)(1)(A): "Complying with the requirements under title III."

(4) To provide better service for District of Columbia voters, the BOEE conducted an overhaul of the website to ensure access to information about registration, new requirements for voters, polling place locations and the voting process. Section 101 (b)(1)(B): "Improving the administration of elections for Federal office."

Expenditures: $331,246.74 (expended) $296,830.25 (obligated)
Period FY03 3rd and 4th Quarter/FY 04 1st Quarter