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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	1	20 pages

3. Recipient Organization (Name and complete address, including ZIP code)
Montana Secretary of State/PO Box 202801/Helena, MT 59620-2801

4. Employer Identification Number	5. Recipient Account Number or Identifying Number	6. Final Report	7. Basis
81-0302402	03715	☐ 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)
4/25/2003		1/1/2004	12/31/2004

10. Transactions:	I Previously Reported	I This Period	III Cumulative
a. Total outlays	139,072.32	1,913,521.09	2,052,593.41
b. Refunds, rebates, etc.			0.00
c. Program income used in accordance with the deduction alternative			0.00
d. Net outlays *(Line a, less the sum of lines b and c)*	139,072.32	1,913,521.09	2,052,593.41
Recipient's share of net outlays, consisting of:			
e. Third party (in-kind) contributions			0.00
f. Other Federal awards authorized to be used to match this award			0.00
g. Program income used in accordance with the matching or cost sharing alternative			0.00
h. All other recipient outlays not shown on lines e, f or g			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)*	139,072.32	1,913,521.09	2,052,593.41
k. Total unliquidated obligations			
l. Recipient's share of unliquidated obligations			
m. Federal share of unliquidated obligations			
n. Total Federal share *(sum of lines j and m)*			2,052,593.41
o. Total Federal funds authorized for this funding period			5,000,000.00
p. Unobligated balance of Federal funds *(Line o minus line n)*			2,947,406.59
Program income, consisting of:			
q. Disbursed program income shown on lines c and/or g above			
r. Disbursed program income using the addition alternative			
s. Undisbursed program income			
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)
Elaine Graveley, Elections Deputy	(406) 444-5376
Signature of Authorized Certifying Official	**Date Report Submitted**
Elaine Graveley	February 26, 2005

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269-104

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200-498 P.O. 139 (Face)

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1) Detailed list of Section 101 expenditures by program, function, or task

A. **Complying with the requirements under Title III.**

In efforts to comply with the requirements of Title III of HAVA, Montana made expenditures in one area: the process of developing and implementing a single, uniform, official, centralized, interactive computerized statewide voter registration list defined, maintained, and administered at the State level. While most of Montana's list effort will be funded by Section 251 funds, Montana expended $7,985.15 of Section 101 funds on efforts toward compliance with Title III.

B. **Improving the administration of elections for Federal office.**

To improve the administration of elections for federal office, Montana expended Section 101 funds in four areas: administrative expenses, providing additional election judges, payroll and staff development.

Administrative expenses included telephone charges, photocopying, printing, mailing, office supplies, and agency and administrative costs for implementing Administrative Rules addressing nondiscriminatory state-based administrative complaint procedures. These administrative expenses totaled $5,675.90 in 2004.

The costs associated with providing additional election judges at Montana polling places for elections to Federal office were $176,343.97 in 2004.

Payroll costs of implementing the Help America Vote Act and in other ways improving the administration of elections to Federal office were $52,888.45. These costs exceeded the maintenance of effort costs required under HAVA.

Staff development costs apart from payroll were associated with attendance at conferences for staff of the Montana Secretary of State, specifically for the improvement of administration of elections. These totaled $500.00 in 2004.

Overall, Montana expended $235,408.32 for the improvement of the administration of elections for Federal office in 2004.

C. **Educating voters concerning voting procedures, voting rights, and voting technology.**

In order to educate voters concerning changes in election laws and procedures, the Montana Secretary of State adopted a three-pronged approach. Community-based organizations were recruited and provided

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micro-grants to reach out to their communities with educational materials on changes in election laws and voters' rights. Outreach efforts from the Office of the Secretary of State complimented those efforts by providing information at community events across Montana. Advertising through public service announcements on television, radio and in newspapers provided a third avenue for educating voters on their rights and on changes in election law.

Expenditures through community-based organizations totaled $420,254.26 in 2004. A thorough discussion of their activities will be addressed later in this report.

The cost of direct outreach efforts from the Office of the Secretary of State was $67,895.46 and included dedicated staff time as well as travel expenses, booth rentals, display and educational materials.

Advertising costs for television, radio, newspapers and billboards were $572,300.96.

D. **Training election officials, poll workers, and election volunteers.**

The costs associated with elections training were $11,092.60. This covered the regional seminars sponsored by the Montana Secretary of State and attended by election officials.

E. **Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of Title II.**

Montana did not allocate separate funding for development of the state plan. These costs were covered under the administrative and payroll areas of Montana's Improvement of Administration of Federal elections efforts.

F. **Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes.**

Montana provided $4000 per precinct to upgrade voting and vote-counting equipment for counties with punch card ballot systems. In addition the Secretary of State brought county election officials together to evaluate other voting equipment in preparation for future purchase and statewide deployment of handicapped-accessible voting equipment. For equipment purchases and evaluations, Montana spent $360,228.66 of Section 101 funds.

G. **Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and**

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providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language.

The Secretary of State provided county election officials with grants to evaluate polling places and then construct ramps, pave parking spaces, widen doorways and make other improvements to the accessibility of polling places. Additional efforts included producing the state Voter Information Pamphlet in Braille and contracting with disability-oriented organizations to provide voter education and transportation services for elderly and disabled voters. Montana expended $238,355.68 to improve accessibility in 2004.

The Secretary of State also focused attention on Montana's Native American communities through the outreach, community based organizations, and advertising areas of the voter education efforts.

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.**

Montana had a voter hotline in place and did not spend Section 101 funds on a hotline.

2) Number and type of articles of voting equipment obtained with Section 101 funds

As noted above, Montana expended $360,228.66 of Section 101 funds primarily for replacing voting and vote-counting equipment in counties that had previously used punch card ballots. Along with maintenance contracts and basic items that were necessitated by the conversion, counties purchased the following equipment:

Fergus County purchased one ES&S M650 scanner with table, cover and startup kit as well as one ballot jogger.

Flathead County purchased one ES&S M650 scanner with table, cover, ballot boxes and startup kit along with one package of the ES&S Unity Election System software.

Glacier County purchased one ES&S M150 scanner with table, cover, and startup kit, one ballot jogger, seventeen ballot boxes and 102 secrecy sleeves.

Mineral County purchased one ES&S M100 scanner with ballot box and startup kit.

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Fallon County purchased two ES&S M100 scanners, twelve ballot boxes and 42 secrecy sleeves.

Broadwater County purchased six ES&S M100 scanners.

3) Analysis and Description

I. analysis and description of activities funded to meet HAVA requirements

The Secretary of State hired a statewide HAVA Coordinator who worked with the Secretary's Elections Deputy and other staff of the Elections Bureau to develop and implement the following programs and outreach efforts.

In the early months of 2004, the Elections Bureau sent out notices to newspapers soliciting applications for $5,000 Community Based Organization Grants (described above and more thoroughly below) for promotion of HAVA. The Secretary of State awarded grants to nearly ninety applicants and monitored their activities such as commercials, training videos, get-out-the-vote efforts, billboards, and voter education workshops. Activities ran through the November 2004 Federal election.

Throughout 2004, elections and legal staff trained county election administrators and election judges extensively at workshops around the state on all HAVA requirements, especially provisional ballots and ID requirements. The Secretary of State updated the Election Judge Handbook and provided videotapes of training to election administrators. As noted above, the Secretary of State also provided funding for purchase of precinct counters, for polling place accessibility, and for payment of extra election judges for provisional ballot and ID implementation.

Beginning in the spring of 2004, the Secretary of State purchased statewide billboard advertisements and commercials featuring election administrators and well-known Montanans speaking about HAVA requirements, especially the new ID provisions of Montana election law.

When the Secretary of State published the Voter Information Pamphlet (VIP) in the summer of 2004, the VIP included a page on the new HAVA rights and responsibilities.

In the summer and fall of 2004, elections staff worked with county election administrators and high school government teachers to facilitate participation in over a dozen national, regional, and local youth vote activities, including education on HAVA rights and responsibilities.

Elections staff continue to distribute promotional materials regarding HAVA, with focus on the ID requirements. To accomplish this, the Secretary of State has rented and staffed booths at fairs, gun shows, trade shows, conventions, hunting and fishing

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shows, malls, colleges, and Native American pow-wows, at which these materials were provided.

In order to meet accessibility needs for polling places, the Secretary of State commissioned a survey of counties to learn their needs and then distributed funds to county election officials to finance polling place accessibility improvement projects. Some of these funds were provided under Section 101, and others were provided by the Department of Health and Human Services.

Among other activities, county election officials made restrooms handicapped-accessible; paved parking lots and erected handicapped parking signs; purchased portable ramps for polling places; retrofitted existing entrances to polling places; and built sidewalks and walkways.

In addition, to address the transportation needs of individual Montanans with the full range of disabilities, the Secretary of State utilized HHS funds and Section 101 funds to contract with the Montana Council for Developmental Disabilities, which provided two options.

In the first option, the Council developed a data-base of qualified persons and/or entities that were willing to provide a ride to the polls. They required proof of insurance coverage in all cases and experienced an outpouring of ride providers.

The Council offered a toll-free "HAVA Transportation Help Line" for people to call to request a ride. This phone line was manned by both Council staff of two persons, and temporary personnel help. When people called, the staff talked with them to get specific information: name, location, need for special accommodation, telephone number, etc., and told them to expect a return phone call within 24 hours with specific information on their ride provider.

From the data-base, each person in need of a ride was matched to a qualified provider. The staff contacted the provider to make the necessary arrangements or, in some cases, contacted another ride provider if the first provider was either unable to make the match or had concerns regarding the disabled person's specific disability.

It was also recognized that some persons may not feel comfortable calling in advance for assistance. It was foreseen that in some cases, people might not want to be identified as transportation-disadvantaged or disabled. To address this potential problem, the Council reached agreements with community based service providers in the major Montana cities to rent one of their vans, drivers and insurance coverage for Election Day.

Working with each provider, the Council developed a schedule unique to each community while identifying congregate living facilities in each community where people with disabilities and seniors traditionally live. Utilizing the extensive network of People 1st organizations, they then arranged for People 1st Chapters in the major cities to

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deliver a transportation schedule door-to-door to the residents in each identified living facility/apartment complex. The Montana cities participating in this effort were Kalispell, Missoula, Helena, Butte, Bozeman and Great Falls (two providers in Great Falls).

Unfortunately, the Council was not successful in identifying a community based service provider in Billings. However Billings, through its Met Transit system, has an extensive existing bus service which accommodates the special needs of riders. In one case, however, the Met System would not work for the person requesting the ride. The Council contacted one of the community based human-service providers in Billings, and they graciously stepped up to the challenge and facilitated the ride.

On Election Day, the Hotline received several calls from election judges across the state informing Council staff that there were persons with disabilities at a certain polling place, but that these people were actually registered to vote in a different precinct. In all of these cases, Hotline staff were able to call persons or providers to pick the voter up, get him or her to the correct polling place and returned safely home again.

To complement the activities of the Elections Bureau, the Secretary of State also provided $420,254.26 in grants to community based organizations to promote the provisions of HAVA in Montana, including the new ID requirements, provisional voting and the rights of voters to request and receive a new ballot if an unintentional over-vote is recorded on a ballot. The groups were encouraged to make special efforts to educate hard-to-reach populations such as the elderly, individuals with disabilities, youth, and minorities.

The memoranda of understanding with the Community Based Organizations contained the reminder that the funds provided *are taxpayer dollars. Voting itself is inherently a "non-political" exercise—the act of casting a vote and its processes are completely independent of the political parties themselves. With this in mind, any use of CBO grant funds that implies any tendency or inclination toward a political party; has the appearance of impropriety or misuse; and/or attempts to sway voters in any political direction, will be grounds for the return of the entire CBO grant amount.*

The following is a description of the activities of many of the community based organizations that received HAVA grants and the activities they pursued for the purpose of voter education.

Action for Eastern Montana particularly wanted to reach senior citizens with information about HAVA. They made a total of 62 presentations at a number of locations, including retirement homes, senior centers, assisted living facilities, etc. Employment and training counselors also spoke to a group of at-risk youth. Nearly 5,000 handouts about HAVA were distributed at 53 locations. 6,122 people received information during the grant period.

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Several adults and students from **Alliance for Youth** distributed information about the new voting requirements at the Carnival-Holiday Village Mall and Car Show in Great Falls in May. A number of Native Americans registered to vote. Later, a group of students mailed 146 postcards encouraging Native Americans to vote. The students wrote a letter to the editor of the *Great Falls Tribune*, encouraging everybody, especially Native Americans, to get out and vote.

The **Associated Students of Montana State University, Bozeman** campus hosted several events to help educate students about voting requirements, including a barbeque Get Out the Vote event and Floats for Votes. They also participated in arranging a congressional debate, a gubernatorial debate, and a medical marijuana debate.

Throughout September and October, community members of **Blackfeet Community College** drove across the reservation, registering people to vote and reminding them to vote on Election Day. They also distributed brochures titled "*Empowering our Blackfeet Vote.*" Students from the college were very involved in getting out the vote—they helped to distribute small posters encouraging people to vote, set up an information center in the student commons at the school, and worked on Election Day. On November 2, a number of people helped make phone calls, reminding people to vote and offering rides to the polls to those who needed them.

The campaign manager of the **Blackfeet Native Vote Campaign** went to a meeting in Billings to learn about HAVA. A voter registration drive took place, which registered over 1,000 voters in Glacier County. They distributed a brochure about the new voting requirements door to door. Over 1,500 copies were disseminated. The group also produced a video about changes in voting requirements that was aired on the local PBS station. In addition to voting information, it also discussed a change in districting.

The **Billings League of Women Voters** produced a professional video with the intent of registering people to vote. As of June 21, they registered 400 people to vote, and then called recently registered voters just before the primary election to make sure they received their voter ID cards and knew where to vote. The video was shared with other groups who were interested in registering voters.

The **Bozeman Senior Center** did several presentations and handed out flyers about voting at several different senior centers. The White Sulphur Springs Senior Center, the Bozeman Senior Center, and Livingston Senior Center all published articles about voting in their October newsletters. "Dinner for a Buck" was held on November 2 for seniors who had voted that day and wore their "I voted" stickers to the meal. Seven senior centers in three counties posted Voter Education Posters. They offered transportation for seniors on Election Day and also earlier for absentee voting.

During the first part of the grant period, the **Carroll College Republicans** set up tables with HAVA information in busy areas of campus. They also went door to door in the dorms with information about voting and answered any questions the students had.

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The night before the general election, teams of College Republicans distributed yard signs with the slogan "Vote Today and Bring Your ID" as a reminder for people to vote. They also continued to circulate information about voting on campus.

The **Cascade County Democratic Central Committee** distributed 2,121 pieces of literature about requirements for voting. A HAVA school was held. Walk-ins at their office received copies of the flyer, and they registered 82 people to vote. They organized 3 mailings: 2004 postcards targeted to those over 40, 3080 postcards to those over 60, and 629 flyers to outlying areas around Great Falls.

The target group for **Connections** was voters in Montana who were convicted felons. They registered 819 felons, made 30 presentations and reached over 1000 people. 10,000 brochures were distributed along with 350 posters to a number of agencies and public places.

The **Confederated Salish and Kootenai Tribes of the Flathead Nation** published an ad in their Tribal newspaper, *Char-Koosta News*, and printed 5,500 brochures with voting information. Approximately 1/3 of these were distributed on the Flathead Reservation. Between August 25 and November 2, they contacted approximately 819 people from Elmo, Big Arm, Polson, Pablo, St. Ignatius, and Arlee. Flyers were handed out to these people as well as other public locations.

Dawson Community College focused on reaching the school's faculty, staff, and students. Information was available to students at a school dance, and was distributed to faculty and students at breakfast and lunch during Get Out the Vote Day. They advertised at the student dance with ads posted in the main school building and the student living complex.

Targeting Fergus, Petroleum and Judith Basin Counties, the **Fergus County Republican Central Committee** published inserts for local papers with information about voter rights and responsibilities. They ran ads for a voter information clinic that they held, and offered rides to the clinic for senior citizens.

Fergus County Republican Women ran an ad in the *Lewistown News-Argus* and had a radio ad on KXLO. Postcards were sent out reminding people to register and vote, targeting Fergus and Petroleum Counties. The group had banners hanging over Main Street and a booth of voter information at the fair.

Representatives from **Flathead County's** CBO grant recipients met with a steering committee organized by the Flathead County Election Department to discuss ways to run HAVA activities without overlapping with other area grant recipients.

- The Service Learning Office at **Flathead Valley Community College** made voting information available to 1400+ students and 150+ faculty through classroom presentations, printed handouts, and information tables staffed with

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someone to answer questions. They also had voter registration cards available. Three ads ran in the campus newspaper as well as the *Daily Interlake*.

- The **Flathead County Democrats** printed flyers for volunteers to hand out, and did a 2500 piece mailing before the primary election. They held a class about absentee ballots. A representative visited 42 polling places to ensure accessibility and gave presentations to local unions, the college and high school, senior center, and other local organizations. They rented a fair booth, produced a video, and ran ads in local newspapers.
- The **Flathead County Republican Assembly** set up a booth of voter education materials at their county fair. At least 250 people registered to vote, and the information reached many more people attending the fair.
- The **Flathead County Republican Party** worked with the local Election Department to send out brochures and run ads with voter information.

Before the primary, the **Gallatin County Democrats** sent out a 2100 piece mailing with information about absentee ballots, ID requirements, and provisional voting. Various newspapers in the community promoted a HAVA hotline for voter questions that the group set up. They mailed posters to about 70 employers in the area to be hung in company break rooms. A variety of ads were run in area newspapers, and they distributed handouts at 30 informative presentations which reached approximately 1000 people.

The **Gallatin County Republican Central Committee** combined its grant money with the **Gallatin County Republican Women's** grant. With these funds they produced a 30-second public service announcement (PSA) emphasizing the requirement for voters to bring ID to the polls. They also purchased additional ad time on local television and radio stations as well as cable.

The **Glacier County Democrats** provided information about voting to various county committees for the committees to distribute. They also coordinated with volunteers to speak to high school seniors and at other events around the county.

The **Hill County Council on Aging** ran ads in local newspapers as well as on the radio. They made four presentations about HAVA requirements and made over 100 phone calls to reach voters individually.

Through three presentations and an information booth, the **Hill County Democrats** reached approximately 250 people. They also sent out 2,500 voter information brochures and ran ads in newspapers. They received a number of phone calls because of the contact number that was in the ads, and answered questions about voting.

The **Hill County Republicans** coordinated their efforts with the **North Central Pachyderm Club** to produce a two-page flyer that would be inserted in the *Blaine County Journal* and the *Havre Daily News* just prior to the primary election. After the primary they decided to focus on the non-registered, minority, and rural residents of the county.

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The **Indian Family Health Clinic** held a three-day basketball tournament with a Spring Feast on the third day. The entrance fee for teams could be waived by attendance at a HAVA educational workshop. Everyone who attended the tournament received a flyer about HAVA. The IFHC Fitness and Wellness Center front desk had flyers to distribute as well. In their quarterly newsletter, they included an article about the changes in the voting laws. This was sent to 1,200 people in and around Great Falls.

In Other Words was a project of Women's Opportunity and Development (WORD). Their goal was to produce radio PSAs about voting that were specifically directed towards low-income women and shut-in seniors. Four different PSAs ran statewide starting the second week of October, for twelve days straight.

In April, the **Judith Basin Republican Women** organized an event to meet political candidates and learn about the new voting rules. They ran ads on three radio stations encouraging people to vote in the primary and general elections and to bring their ID. They organized mailings, distributed brochures, bumper stickers, and buttons, and did presentations at all the senior centers. Materials that they produced were displayed in post offices, banks, and other offices. They rented a booth at the fair to distribute information. On November 2, radio ads that they purchased ran once every hour from 6 am to 7 pm, reminding people to vote and bring their IDs.

In **Kalispell School District No. 5**, 50-60 poll judges attended a workshop held by the Secretary of State's office to learn about the new voting requirements. A TV ad explaining HAVA requirements was purchased, and ran at 5:30 for four days. They also produced posters and arranged for newspaper ads.

The **Lake County WIC** office encouraged and helped people to register to vote, and also educated them on the new voting laws. They developed a poster about voting to display in their office, and reached about 20 people per day.

Prior to the June primary election the main focus of the **League of Women Voters of the Bozeman Area** was to make voters aware of voting ID requirements. They registered approximately 45 students at Montana State University. A grocery store handout, putting a flyer in each customer's bag, reached an estimated 4500 people with information about voting laws. They ran various ads, in the *Bozeman Chronicle* and all other Gallatin Valley newspapers, and PSAs through Bresnan Communications reminding people to bring identification to vote. They ordered a copy of the video produced by the Missoula League of Women Voters for use in voter education.

The **Lewis & Clark County Republican Central Committee** rented a store to serve as a Voter Education Center. It had previously been an ice cream store, so they gave ice cream treats to people who came in to register to vote and learn about new voting laws. The lease of the building included use of a flashing sign that drew people's attention and publicized their location. Due to their presence, the local television station and newspaper ran stories about voter education.

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For the primary election, the **Lewis & Clark County Players** focused on educating disabled senior citizens and disabled individuals about the new voting laws. For the general election, they targeted minorities and students. They passed out informational flyers, which included answers to frequently asked questions, in addition to personal contact. They set up a website containing voter education information. Prior to the general election, they reached around 2500 students due to the website, flyers, and information published in the student newsletter.

Prior to the primary election, the **Lewis & Clark County Democrats** sent out a mailing to 2,300 older voters. Presentations were made to a number of local organizations, including at a state-wide meeting of the Montana Public Employees Association. They rented a booth to be set up at the Last Chance Stampede. They continued to do mailings and presentations up to the general election, and ran ads in Lewis and Clark County via Helena Civic Television. They made a special effort to reach Native American and low-income voters.

After the primary election, the **Liberty County Council on Aging** held a picnic where information was distributed and political candidates visited with those who attended. A board member handed out pens to participants of their Summer Saturday Farmer's Market every week throughout the summer. Closer to the general election, members met with different groups and disseminated information about voting to interested people.

Representatives of the **Lincoln County Republican Central Committee** made presentations at five locations to elderly and disabled individuals. They printed posters and made telephone calls to reach voters individually.

The **Miles Community College** Institutional Research Officer and a college student designed a Power Point presentation about HAVA requirements that played on hallway monitors at the college and at the school library. It also ran on the college's website and played at the college's information booth at the August 2004 Eastern Montana Fair Home Show Building. About 800 brochures were printed and distributed to many local businesses and organizations. The college held a Campus Voter Registration Day in April and registered 26 people. The school also purchased ads that played daily on three community radio stations, informing listeners about HAVA and reminding them to bring ID to the polls. The school collaborated with the Miles City Retired and Senior Volunteer Program to provide rides to the polls for senior citizens during the general election.

Focusing on reaching senior citizens, the **Miles Community College Retired and Senior Volunteer Program** (RSVP) modified a brochure published by Miles Community College that explained election law changes, putting the information on a one-page flyer to make it easier for seniors to read. They distributed it at a fund-raising event and published it in the local paper. The RSVP director traveled to Ashland, Lame Deer and Forsyth to circulate the flyers. They trained a group of volunteers to make

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presentations at a variety of locations and made sure they could answer any questions that might arise. Students from the community and RSVP drivers organized transportation for anyone who might need a ride to the polls on Election Day.

The first project the **Missoula Central Trades and Labor Council** undertook was to set up a website, www.montanansvote.org, which received 6,492 visitors as of November 2. They also distributed a total of 4000 brochures to senior centers, nursing homes, libraries, etc., in Mission, Missoula, Mineral, Ravalli, and Lake Counties. They recruited stay at home moms and high school students to volunteer.

The **Missoula City County Health Department—Nutrition Services Division** held a training session to educate HAVA project directors on the new HAVA rules. Staff surveyed every adult client regarding registering to vote, and clients were encouraged to do so.

The **Missoula League of Women Voters** produced a 9.5 minute instructional video which has been shown and distributed to over 31 other organizations, as well as audio and video PSAs. For the video, they used at least 36 local youth as talent to help educate people about HAVA. Along with the media efforts, they continued to distribute the 2004 Guide to Government for Missoula Citizens. A Voter Education display was set up at the Missoula County Library two weeks before the general election; Ready-to-Vote displays were put in ten local grocery stores; and they distributed copies of the LWV Unofficial Sample Ballot/Voter Guide. There were a number of articles in area newspapers, including the *Missoulian*, about LWV and HAVA.

Montana State University—Billings sent 5,000 copies of a letter discussing HAVA and ID requirements to summer and fall students at MSU Billings. An article about HAVA ran in the first fall printing of the student newspaper. They mailed voter registration cards along with the HAVA letter just in case the student was not already registered. There were tables set up on campus with voting information.

The **Montana Democratic Party** conducted a statewide training for all Democratic groups that received HAVA grants. The MDP voting rights coordinator designed a brochure that could be distributed by hand or mailed. It was mailed to 19,000 homes, targeting those who had voted in one of the two previous primary elections. From the time of the primary election until the general election, this group continued to coordinate with other Democratic groups to reach as many people as possible. The brochure was updated and over 33,000 copies were mailed just before the general election.

The **Montana Republican Party** sponsored a booth at the Governor's conference on aging that was held at the Heritage Inn in Great Falls. They intended to register people to vote and remind them to bring their ID to the polls. In May they visited the senior government class at Custer County District High School and handed out voter registration cards along with discussing voting laws. They also had a booth just outside a rodeo in Miles City.

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Montana Eagle Forum trained their members statewide regarding the new voting laws, distributed voter registration cards, and mailed out information about HAVA. They also educated voters about the location of polling places and legislative districts. They worked at the polls and held study groups as well.

Montana Farmers Union members sent information about HAVA to 2,600 homes in separate newsletters every month from March to October. In the June newsletter, they printed a calendar to remind members about the primary elections. The President and Operations Director of MFU held seven forums in Great Falls, Shelby, Havre, Wolf Point, Sidney, Billings, Butte, Missoula, and Kalispell. These included Power Point presentations and explanations about HAVA. There were also presentations at summer camps for teens getting ready to vote for the first time.

The **Montana Federation of Republican Assemblies** set up a booth at their county fair, where they registered over 250 people to vote and provided information to approximately 15,000 people who attended the fair.

Montana Health Care Association sent nursing home-specific mailings to 170 assisted living facilities and 101 nursing facilities explaining the changes in the voting laws. This effort reached approximately 9,000 people. MHCA provided a booth to the Secretary of State's Office for the March conference. The Executive Director of MHCA provided HAVA information at district meetings in Great Falls, Butte, Three Forks, Missoula, Kalispell and Billings.

The **Montana PIRG Education Fund** helped organize the Montana Youth Vote Coalition. Other members of the Coalition included ASMSU, ASUM, Montana People's Action, the Office of Civic Engagement and the League of Women Voters. On the University of Montana campus, they put voter registration boxes and HAVA brochures in each dorm. Members passed out flyers, set up information tables on campus, and wrote guest columns and letters to the editor in the student newspaper about the importance of voting. A youth vote festival, "Votestock", featured live music and speakers who talked about civic engagement. 215 voters registered at this event, and participants distributed over 500 brochures. The weekend before November 2, they called every voter under 28 in Missoula County with a reminder to vote.

The **Montana Indian Education Association** set up a booth at the Montana Indian Education Conference in April. From here they registered voters and disseminated information to over 300 conference participants.

At five local town hall meetings, the **Montana Stockgrowers Association** explained the HAVA requirements. They also put a short article in their newsletter and later included an insert when the newsletter was mailed. It reached over 2,000 ranchers across the state.

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One of the members of the **Montana-Wyoming Tribal Leaders Council** created a website for the purpose of getting out information on registration, voting, and political candidates. The website received approximately 500 hits a day. Information on the website included how to register online, information on all the elections in the United States, relevant news articles, polls, and where political candidates stood on issues. It also emphasized the importance of bringing ID to the polls. They used computers to create 2000 "Get Out the Vote" buttons instead of flyers.

The **Native American Development Corporation** produced 1000 brochures, several hundred of which were disseminated throughout target areas. Members set up information tables at two conferences that a large number of Native Americans attended. Amy Sullivan spoke about HAVA at the general session of NADC's Economic Development Summit. They set up a HAVA booth at the Montana Wyoming Tribal Leaders Council Health Fair in Billings and distributed information to all tribal councils, emphasizing the importance of educating Native American voters.

With the help of the Hill and Blaine County Clerks and Recorders, the **North Central Montana Pachyderms** produced a two-page ad explaining changes in voting laws. They arranged to have this ad inserted in the *Havre Daily News* and the *Blaine County Journal* in order to reach as many readers as possible. The main activity that they focused on was meeting with high school seniors explain the importance of voting to them.

The **Office for Civic Engagement and Associated Students of the University of Montana** hired a Student Voter Education Coordinator, who implemented a "Voter Education Week" for University of Montana students. During this time, she made presentations to a number of classes throughout the week, and distributed packets of information regarding voting, and also made up a special packet for out of state voters. In addition to this effort, the Coordinator executed two public awareness campaigns that involved posting flyers in high-traffic areas of campus, and setting up a Voter Registration station in the Office of Civic Engagement, for use by faculty, staff and students. In the fall, they participated in a number of events as a member of the Montana Youth Vote Coalition, including Votestock and phone banking.

Opportunities, Inc. recruited two volunteers who put in a total of sixty-six hours of work. Together they organized three outreach gatherings and distributed literature to clients who came in to Opportunities, Inc. Staff members e-mailed all Opportunities, Inc. employees, reminding them to bring IDs to vote. In the fall, before the general election, staff did outreach to low income families and senior citizens.

The project coordinator for **Peterson Memorial Sidney Senior Center**, Betty Norby, made a number of presentations to different senior centers about bringing ID to vote. She had 4000 copies of *"Your New Rights and Responsibilities as a Montana Voter"* and *"Frequently Asked Questions"* inserted into *The Roundup*, a local free publication. In August she had an informational booth at the Richland County Fair in Sidney. In November she had an 8x12 insert encouraging people to vote placed in the local

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newspapers. Along with the Richland County Clerk and Recorder and the Deputy Clerk and Recorder, she presented mock elections to government classes at the Sidney High School.

The **Powder River School/Community Development Corporation** selected a committee of three people to work in conjunction with the local Clerk and Recorder's office to confirm that the information they distributed to the community was correct. The Election Administrator joined them when they made presentations to various groups, including senior citizens and seniors in high school. Election judges attended classes about the new voting requirements. For about a month before the June primary election, they published an article in the *"County Connection"* section of the local newspaper reminding voters of the new laws. Before the general election, they sent out a mailing to voters in the southern and extreme eastern parts of Powder River County who would not be easily reached by Montana TV ads since they tend to watch South Dakota TV stations due to their location. They published a sample ballot and voting requirements in the *Powder River Examiner* and on Election Day, put flyers on car windshields around town.

Powell County Public Health sent out a mailing to registered voters in the county. They arranged for weekly advertising and held educational sessions at the local nursing home. A large number of people attended judge training. During the second half of the grant period (leading up to the general election) they laminated voter registration cards and sent out a number of county-wide mailings.

Prior to the primary election, the **Ravalli County Council on Aging** represented HAVA at 13 community functions, including meetings and fairs. They distributed over 4,000 flyers, registered voters, and visited all polling places to ensure accessibility to disabled and senior citizens. For both the primary and general election, they provided wheelchairs, walkers, and transportation to polling sites.

The **Ravalli County Democratic Central Committee** organized HAVA activities at the Memorial Day Parade in Corvallis, 1st Friday in Stevensville, and Family Fun Night in Hamilton. Approximately 170 voters were educated about the election laws, and 20 people were trained as volunteers. Since June 30, HAVA events took place at Chief Victor Days, Florence Renaissance Faire, Darby Fun Days, and Relay for Life. Through their office, which was opened in October, around 150 voters received information about election laws.

In May, the **Rocky Mountain Development Council/Area IV Agency on Aging** participated in the Senior EXPO, which nearly 500 people attended. They had a booth there to explain the new voter ID requirements and important dates, such as the deadline to register. In June, they joined with the Tri-County Senior Nutrition Program to offer discounted meals to seniors who either voted or intended to. An article in the *Voice of Experience* newsletter, discussing voting requirements, reached 1,300 seniors. During the July through November time period, SHIP counselors from the Agency on

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Aging visited all the senior-centers in Jefferson, Broadwater, and Lewis and Clark Counties. On November 2, they repeated the discounted meals for seniors who voted.

The **Roosevelt County Democrats** voting rights trainer attended numerous community functions to provide information about voting. Some of the places visited include the Wolf Point schools, Indian Health Service Clinics, senior citizen centers, and political rallies. They mailed a brochure to 1,320 homes and also made numerous phone calls to explain the new laws to voters. A local TV station donated air time for the Roosevelt Democrats to use for 24 hour advertising. They distributed information at the Bureau of Indian Affairs, Indian Health Services, Post Office lobbies, and other public places.

On March 25, the **South Central Montana Retired Senior Volunteer Program** met with the county Election Officials from Musselshell, Golden Valley, Judith Basin, Petroleum, Fergus, and Wheatland Counties to determine where HAVA information could be distributed. 250 flyers provided by the Secretary of State's Office went to Fergus and Judith Basin Counties, and another 250 went to Musselshell, Petroleum, and Golden Valley Counties. At a trade show booth in Roundup, they handed out 106 flyers. The *Roundup Record Tribune* published two articles to educate voters. A number of senior centers hosted presentations to their residents. Between July and November, they set up information booths at the following locations/events: grocery stores in Roundup and Lewistown, the Lewistown Chokecherry Festival, and the Roundup Farmers/Flea Market.

At the beginning of April, the **Butte Silver Bow Democrats** HAVA coordinator submitted a press release to the Montana *Standard* which reached the approximately 15,000 people who receive the paper. Through the next few months before the primary, she distributed voter education materials at a variety of locations, made presentations at the local high school, and trained 30 volunteers at the Butte Silver Bow Democrats monthly meeting. She also worked with local TV stations to produce and run a PSA about HAVA requirements. They played the ad 270 times between May 12 and June 8. Immediately prior to the primary election, she sent a letter to the editor to the Montana *Standard* and the Butte *Weekly* (circulation 8,500) and sent out a mailing to about 1,600 voters notifying them of voting procedures. The same types of activities were performed prior to the general election. She also had informational booths at the county fair and at a local business, and mailed 4,000 voter registration cards to selected voters in the County.

Stillwater Community Hospital distributed posters throughout their service area, including Park City, Absarokee and Columbus. At least 21 organizations and businesses requested that the posters remain up until after the general election. They also conducted a feasibility study about upgrading their facilities, which enabled them to give voting information to another group of people in their area.

Teamsters Local 190 conducted two workshops in Billings to educate Teamsters Retirees about HAVA. These consisted of interactive presentations with about 20 people. They produced a post-primary survey for their members, asking how they voted

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and whether there were any problems voting. Before the general election, they sent out an informational mailing to members.

Through April and May, **Terry Family, Career & Community Leaders of America** (FCCLA) members gave 8 PowerPoint presentations about HAVA at a number of local organizations, and reached 102 people. Also in May they placed an insert in the *Terry Tribune* about bringing ID to the polls. This newspaper reaches about 300 people a week and every copy contained an insert. Radio ads on eight Eastern Montana radio stations played from June 4 through June 8 for the primary election, and from October 29 through November 2 for the general election. This reached an estimated 10,000 people, even some in North and South Dakota. In October they put together another informational insert concerning military and overseas voters. In November they mailed 1,001 postcards again to remind people about bringing ID to vote. 560 were returned and then entered into a drawing. Ten voters won $50 each, to be spent at any Terry Chamber of Commerce business.

The **Valley County Democrats** particularly wanted to reach young first time voters and senior citizens. At a booth at the Valley County Fair, one of their youth workers made information available and also had a drawing for a door prize, one for those 21 and under, and one for people 22 and older. Through this and other personal contacts she made over the course of the summer, a total of 1,400 information sheets were handed out. In August, they assisted the Valley County Council on Aging by giving them a list of potential voters. They gave materials on voting to teachers of local schools so that they could educate their students. Starting four weeks before the general election, a series of radio ads featuring a different topic each week ran a total of 240 times. They worked with the Nashua High School Art Club to prepare and send out a 1,401 piece mailing of their general information sheet. The Art Club also helped with making phone calls in the two weeks before the election, and reached nearly 900 people.

The **Yellowstone Region Republican Assembly** set up an informational booth at a gubernatorial debate, where they registered six people. Another was put at Faith Evangelical Church. 1,150 people were there, and 39 people registered to vote. In mid-May they sent out a mailing to all the voters in their database informing them about bringing ID to vote. In September, they organized presentations about voting at five nursing homes and long-term care facilities. They printed materials and made them available to the residents. Later they sent packets of information to all the locations for 78 residents who requested them. At the end of September, they advertised in two local newspapers.

Initially **Western Montana Volunteer Center** trained eight volunteers to make presentations about HAVA; the trainers emphasized three main points: the need for ID, provisional voting, and absentee voting. A variety of other training sessions took place, including at nursing homes and apartment complexes. Representatives from the Missoula Housing Authority and the Missoula Indian Center also received training. Informational posters were disseminated to Senior Residences and Long-term Care facilities. In conjunction with the League of Women Voters, the Volunteer Center used

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the LWV HAVA video for training and education. It was "looped" to play continuously in a waiting room while senior citizens waited for Drug Discount Card review appointments. Information was also broadcast through local media, consisting of TV ("Montana Today" on two separate occasions) and the *Missoulian* newspaper.

Conclusion

Overall, the community based organizations successfully implemented their initial plans for voter education. The organizations reached thousands of voters across the state, reminding them of the importance of voting and providing them with the knowledge to vote responsibly. Educating people about HAVA provisions regarding ID, provisional and absentee voting nearly eliminated problems at the polls and improved Montanans' understanding of the election process. The HAVA grants provided by the Secretary of State's Office provided excellent opportunities for community based organizations to educate Montana voters.

II. analysis and description of how activities conformed to the submitted State plan

In Montana's State Election Reform Plan, anticipated federal funding was allocated in the following ways:
Voting Accessibility: $3,150,000
Voter Education, Election Official and Poll Worker Training: $930,500
Statewide Voter Management System: $3,256,750
Precinct Counter Matching Funds: $558,300
Administration Costs: $205,500 (matching funds)
TOTAL ESTIMATED BUDGET EXPENSES: $8,101,050
MONEY TO BE LEFT IN ACCOUNT (for future needs): $1,203,950

The following analysis and description of each budget category will explain how the activities carried out by the Montana Secretary of State conformed to the submitted State plan.

Voting Accessibility: $3,150,000
In the plan, Montana predicted spending $350,000 to replace punch card voting systems. This objective has been completed, and the process of evaluating handicapped-accessible voting machines has begun. Replacing punch card systems cost $360,000; an additional $228.66 has been spent to begin the voting machine evaluation process. In addition, the state provided $238,355.68 to improve the accessibility of polling places. The bulk of spending on this category will occur in 2005.

Voter Education, Election Official and Poll Worker Training: $930,500
As noted in the plan, in a state as rural and large as Montana, the implementation of HAVA required extensive educational efforts at the state and local level. The plan stipulated that education funds be used for various projects on a local and statewide level. A total of $1,060,450.68 was expended on these voter education efforts.

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Montana also spent $11,092.60 on the training component of this category and $176,343.97 to provide for additional poll workers. Expenditures in this category exceeded expectations, and the Secretary of State will adjust future budgets to reflect the greater opportunities for voter education and election official and poll worker training.

Statewide Voter Management System: $3,256,750
For the most part, funding for the voter management system will be provided by Section 251 funds, though $7,985.15 of Section 101 Title III Compliance funds were spent in 2004 to begin the development process and to fund Montana's central voter database, which will be replaced by the single, uniform, official, centralized, interactive computerized statewide voter registration list defined, maintained, and administered at the State level in January 2006.

Precinct Counter Matching Funds: $558,300
The precinct counters have been and will continue to be funded under Section 251.

Administration Costs: $205,500 (matching funds)
Administration costs for the Help America Vote Act in 2004 were by far the smallest category of spending; $5,675.90 for general administrative costs, $52,888.45 for staffing, and $500 for staff development and training. The plan had suggested these costs might come from the State of Montana, but acknowledged that Section 101 funds might also cover the administration costs. When other local funds became available for the state's match, Section 101 funds were used to cover administration costs.