COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
302 North Office Building
Harrisburg, PA 17120

PEDRO A. CORTÉS
Secretary of the Commonwealth

Telephone: (717) 787-8727
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March 22, 2006

Ms. Peggy Sims
Election Research Specialist
U.S. Election Assistance Commission
1225 New York Ave, N.W., Suite 1100
Washington, DC 20005

RE: Commonwealth of Pennsylvania, HAVA Title II, Section 251
Annual Financial Report for the Period of 10/1/2004 – 9/30/2005

Dear Ms. Sims:

As required, and in compliance with the responsibilities referenced under Title II of Public Law (P.L.) Section 251, the Help America Vote Act (HAVA, "the Act"), enclosed is an original and two copies of the financial reports for Title II, Section 251 funds granted to the Commonwealth of Pennsylvania and administered by the Department of State.

The accounting for these expenditures is documented using Standard Form 269 for the specific funding categories and is certified by the Governor's Office of the Budget, Central Services Comptroller.

Should you require any additional information, please do not hesitate to contact Patricia Antelitano, Director, Bureau of Finance and Operations, 308 North Office Building, Harrisburg, Pennsylvania 17120 at (717) 783-1775 or pantelitan@state.pa.us.

Sincerely,

Pedro A. Cortés

Pedro A. Cortés

Enclosures

c: Patricia Antelitano, Director
Bureau of Finance and Operations

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

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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
U.S. Election Assistance Commission	Help America Vote Act of 2002	0348-0039	1	1 pages

3. Recipient Organization (Name and complete address, including ZIP code)
Commonwealth of PA
Department of State
302 North Office Building
Harrisburg, PA 17120

4. Employer Identification Number	5. Recipient Account Number of Identifying Number	6. Final Report	7. Basis
23-6003081	19-S80710072000 (Title II)	☐ 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)
04/15/2003	N/A	10/01/2003	09/30/2005

10. Transactions	I Previously Reported	II This Period	III Cumulative
a. Total outlays	0.00	10,166,601.48	10,166,601.48
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*)	0.00	10,166,601.48	10,166,601.48
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*)	0.00	10,166,601.48	10,166,601.48
k. Total unliquidated obligations			42,812,083.22
l. Recipient's share of unliquidated obligations			0.00
m. Federal share of unliquidated obligations			42,812,083.22
n. Total Federal share (*Sum of lines j and m*)			52,978,684.70
o. Total Federal funds authorized for this funding period			100,578,829.00
p. Unobligated balance of Federal funds (*Line o minus line n*)			47,600,144.30
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	5,212,022.25	5,212,022.25
t. Total program income realized (*Sum of lines q, r and s*)	0.00	5,212,022.25	5,212,022.25

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
	N/A	N/A	0.00	0.00

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

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Commonwealth of Pennsylvania
Department of State

Report to the United States Election Assistance Commission (EAC)

Subject: Help America Vote Act (HAVA) Title II, Section 251 Expenditures

Reporting Period: October 1, 2004 to September 30, 2005

Introduction

The Pennsylvania State Plan establishes the Commonwealth's goals to comply with HAVA's mandates. As indicated in our State Plan the Election Assistance Commission (EAC) oversees the third, and largest, HAVA funding program under Title II. The principal purpose of the funds provided through the EAC under Title II is to assist the States in meeting the new uniform and nondiscriminatory voting system, election technology and election administration requirements imposed by Title III of HAVA.

Section 251 of HAVA (Title II) authorizes $3 billion dollars to be appropriated to the States over three Federal fiscal years for "requirements payments" to be used to meet the requirements of HAVA's Title III. Requirements payments may be used to carry out other activities to improve election administration if the State has implemented the requirements of Title III or the amount expended with respect to such other activities does not exceed an amount equal to the minimum payment amount applicable to the State under section 252(c) of HAVA. The Commonwealth received $35,992,863.00 in Title II requirements payments for Federal Fiscal Year (FFY) 2003, and $64,585,966.00 for FFY 2004.

The Commonwealth continues to strive to meet its goals of establishing a uniform and nondiscriminatory voting system, improving election technology, and satisfying Title II requirements. The Department of State's (Department) actions taken during the reporting period are summarized below.

Computerized Statewide Voter Registration List

The Department's Division of HAVA (Division) spent $6,972,650.32 for this category for this reporting period. The Department overcommitted grant funds on the last report submitted. We transferred expenditures to Title II funds on January 13, 2005.

Pennsylvania implemented its Statewide Uniform Registry of Electors (SURE). During this period 42 counties had been converted to the SURE system. The Commonwealth is now compliant with HAVA's centralized voter registration and election management system requirement. The Department designed SURE to ensure Commonwealth voter registration record accuracy and integrity.

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Voter Education/Outreach

As stated in the Element 3 of the State Plan *"The Commonwealth believes that voter education is the solution to eliminating much of the confusion that led to the debacle in Florida during the November 2000 election. Therefore, Pennsylvania, through the Department of State, plans to embark on an extensive education effort using all the tools at its disposal to educate its voters regarding their voting rights and the correct procedures to be used at their polling place."*

The Division spent $1,341,063.41 during this reporting period. The Department launched a program named "Ready> Set> Vote". This campaign included a complete media-advertising program through TV, radio, newspaper ads, panoramic ads, a toll-free telephone line, graphic services, and video development. These expenses also include staff lodging costs and shipping costs.

Poll Worker/ Election Official Training

As Outlined in Element 3 of the State Plan, the Division developed a training program that includes the current law and procedures relative to processing voters on Election Day, the operation of the voting systems, and the procedures to follow when canvassing votes and counting ballots (including absentee and provisional ballots) after the close of the polls.

The Division spent $7,440.75 for training. Division staff developed and conducted training in 12 counties for polling place accessibility. Staff also developed and conducted seminars in five regions across the Commonwealth. These seminars focused on election administration procedures and uniformity, polling place accessibility, voting system procurement and grants.

Polling Place Accessibility

The Department, as stated in our State Plan, Element 3, disbursed funding in a manner that allowed for the largest number of inaccessible polling places to become accessible. In furtherance of this effort, the Department held meetings with accessibility advocates, including the Polling Place Accessibility Advisory Group formed by County officials and independent groups.

The Department collected survey results from all 67 counties. Of the 9,381 polling places across the Commonwealth, 7,167 have been found to be accessible, 2,198 are inaccessible, and 16 are undefined.

The Division distributed $18,150.31 in advance payments to counties to comply with Title II, Section 251. The counties used these funds to improve polling place accessibility at inaccessible polling places. Modifications included doorknob purchases, ramp construction, handrail installation, handicapped parking signs, and step elimination.

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Alternative Language Assistance

In an effort to improve alternative language accessibility, the Secretary of the Commonwealth formed the Alternative Language Accessibility Advisory Group comprised of advocacy groups for individuals who speak alternative languages as a primary language and various county representatives. The advisory group was established to assess the status of alternative language accessibility across the Commonwealth, provide information, and assist the Commonwealth on how it can increase the number of polling places accessible to individuals who speak alternative languages as a primary language.

All materials designed for use by voters regarding HAVA Title III Complaints, provisional voting and voter identification have been translated into Spanish and provided to the 67 county boards of elections.

The Division did not spend any money on alternative languages during this reporting period. The Department continues to provide election materials, forms (voter registration, absentee ballot, emergency ballot, etc.), and all related election materials in Spanish. In addition, the Department's www.votespa.com website is bilingual.

Administration and Implementation Cost

The Division spent $65,642.64 during this reporting period. These expenses include: travel expenses, conference attendance fees, office supplies, and other costs directly related to Division operations.

Provisional Voting

The Division of HAVA, in cooperation with the Bureau of Commissions, Elections and Legislation and Bureau of Management Information Systems, developed and implemented a reporting system that allows counties on the Statewide Uniform Registry of Electors (SURE) to efficiently research the registration status of provisional voters and to report the status of provisional ballots to the Department in a uniform manner. Effective use of this system allows the Department to quickly upload provisional ballot status information for public consumption as required by the *Election Code.*

The Division spent $9.04 during this reporting period.

Miscellaneous/Compliance with the State Plan

The Division spent $1,511,085.01 for this reporting period. The Department paid a consulting firm for services related to the quality assurance of the SURE system. We transferred expenditures to Title II funds on January 13, 2005. We incurred expenses for advertising the amendment of the Pennsylvania State Plan. This amount also includes money paid to 10 counties for Voter Registration.

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Title III Compliance

The requirements mandated by Title III of HAVA are divided into three sections – Section 301 (relating to voting system standards); Section 302 (relating to provisional voting and voting information requirements); and Section 303 (relating to computerized statewide voter registration list requirements and requirements for voters who register by mail). Within each of those sections of Title III are various subsections.

The Division did not incur any expenses for this period.

Improving Federal Election Administration

The Division did not incur any expense for this period.

Voting Systems

The Pennsylvania State Plan, Element 4 states that: "*In accordance with section 222(e) of HAVA, the EAC requires that the current Federal guidelines in effect are those adopted by the Federal Election Commission in 2002. Therefore, any voting system deemed to be HAVA compliant must meet the 2002 voting system standards. Consequently, no new electronic voting system may be approved in Pennsylvania without meeting the high standards of the Federal government, including "second chance voting," accessibility standards for individuals with disabilities, error rate, and audit capacity requirements*".

The Division spent $250,560.00 for this category. The Department made an advanced payment to Philadelphia county for the update of their voting system.

Summary

In 2003, Pennsylvania received $35,992,863.00 under HAVA Title II, Section 251. For the 2004-2005 fiscal year the Commonwealth spent $10,166,601.48.