Redstone Building
26 Terrace Street
Montpelier, VT 05609-1101

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**State of Vermont**
**Office of the Secretary of State**

Deborah L. Markowitz
Secretary of State

William A. Dalton
Deputy Secretary

18 January 2007

Mr. Edgardo Cortés, Election Research Specialist
U.S. Election Assistance Commission
Suite 1100
1225 New York Ave. N.W.
Washington, DC 2005

Dear Mr. Cortés:

The Office of the Vermont Secretary of State requests additional time to respond to your request for amended SF 269 reports for reporting years 2004 and 2005. Your letter dated January 10, 2007 was received January 17 with a response requested by January 26, 2007. This does not provide for a reasonable amount of time to research and respond to your request.

I expect that the amended reports will be complete and mailed by February 16, or within 30 days of receipt of your request. To expedite your review, a copy will be sent by e-mail to you as well.

Sincerely,

Paul Daley
Director of Administrative Services

cc: Deborah Markowitz, Secretary of State

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**State of Vermont**
**Office of the Secretary of State**

Deborah L. Markowitz
Secretary of State

William A. Dalton
Deputy Secretary

February 7, 2007

Mr. Edgardo Cortés, Election Research Specialist
U.S. Election Assistance Commission
Suite 1100
1225 New York Ave, N.W.
Washington, DC 20005

Dear Mr. Cortés:

As requested, enclosed please find amended reports on the State of Vermont's use of funds awarded under the Help America Vote Act of 2002 (HAVA). Included are reports for

- Title I, Section 101, for calendar year 2004
- Title I, Section 101, for calendar year 2005
- Title II, Section 251, for fiscal year 2004
- Title II, Section 251, for fiscal year 2005.

We note that, like several other states, we did not interpret HAVA as requiring that the appropriated State match on Section 251 funds be deposited into a separate interest-bearing account from the onset. Given that the EAC's Inspector General has issued audit findings to the contrary in at least one instance, and on your advice, in our amended Section 251 reports we have calculated and reported the interest earnings that would have accrued on the State match had that match been deposited into the same interest-bearing account at the same time as the federal funds were. Those calculations demonstrate that we are on track to complete the spending of our required State match (including interest earned) by the end of fiscal year 2006 and will, in fact, have spent substantially more State dollars than required by fiscal year 2006 year-end.

We are sending electronic copies of the enclosed reports to you via e-mail for your convenience. We believe the reports contain all required information, but if you have questions, please feel free to contact me. Thank you for your assistance in this matter.

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Sincerely,

Paul Daley
Director of Administrative Services

cc: Deborah Markowitz, Secretary of State

REVISED

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

| | | | |
|---|---|---|---|
| 1. Federal Agency and Organizational Element to Which Report is Submitted<br>U.S. Election Assistance Commission | 2. Federal Grant or Other Identifying Number Assigned By Federal Agency<br>**Title I, 101** | OMB Approval No. 0348-0039 | Page 1 of 3 pages |

3. Recipient Organization (Name and complete address, including ZIP code)
Vermont Secretary of State
26 Terrace Street, Drawer 09
Montpelier, VT 05609

| | | | |
|---|---|---|---|
| 4. Employer Identification Number<br>036000264 | 5. Recipient Account Number or Identifying Number<br>CFDA #39.011 | 6. Final Report<br>☐ Yes ☒ No | 7. Basis<br>☒ Cash ☐ Accrual |

| | | | |
|---|---|---|---|
| 8. Funding/Grant Period *(See instructions)*<br>From:(Month, Day, Year)<br>4/15/03 | To: (Month, Day, Year)<br>until disbursed | 9. Period Covered by this Report<br>From: (Month, Day, Year)<br>**01/01/05** | To: (Month, Day, Year)<br>**12/31/05** |

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| 10. Transactions: | I<br>Previously Reported | II<br>This Period | III<br>Cumulative |
|---|---|---|---|
| a. Total outlays | 648,671.32 | 753,685.27 | 1,402,356.59 |
| 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)* | 648,671.32 | 753,685.27 | 1,402,356.59 |
| **Recipient's share of net outlays, consisting of:**<br>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) | 648,671.32 | 753,685.27 | 1,402,356.59 |
| k. Total unliquidated obligations | | | 0.00 |
| l. Recipient's share of unliquidated obligations | | | 0.00 |
| m. Federal share of unliquidated obligations | | | 0.00 |
| n. Total federal share (sum of lines j and m) | | | 0.00 |
| o. Total federal funds authorized for this funding period | | | 5,190,323.51 |
| p. Unobligated balance of federal funds *(Line o minus line n)* | | | 3,787,966.92 |
| **Program income, consisting of:**<br>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)*<br>☐ 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:* Interest earned on Federal dollars this period: $91,438.93. Cumulative interest earned is $190,323.51. Supplemental information is included in separate memorandum.

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 purpose set forth in the award documents.**

| | |
|---|---|
| Typed or Printed Name and Title<br>Paul T. Daley<br>Director of Administrative Services | Telephone (Area code, number and extension)<br>(802) 828-2477 |
| Signature of Authorized Certifying Official<br>Paul T. Daley | Date Report Submitted<br>7 February 2007 |

February 24, 2006

**MEMORANDUM**

TO: Peggy Sims
U.S. Election Assistance Commission

FR: Kathy DeWolfe, Director of Elections
Office of the Vermont Secretary of State

RE: Calendar year 2005 HAVA Title I financial status report—Additional Information

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The following information is provided as a supplement to the **SF 269** that accompanies this memorandum. This information covers the reporting period January 1 – December 31, 2005.

**1. List of expenditures made with respect to each category of activities described for the use of funds in HAVA section 101:**

| | |
|---|---|
| Complying with the requirements under Title III (uniform and nondiscriminatory election technology and administration requirements). | $ 175,200.88 |
| Improving the administration of elections for Federal office. | $ 0.00 |
| Educating voters concerning voting procedures, voting rights, and voting technology.<br><br>* The report for calendar year 2004 included $7,921.02 in reported expenses that were reclassified in 2005 as non-HAVA expenses. A credit of $7,921.02 was included in the spending reported in this category. | $ -6,377.08 * |
| Training election officials, poll workers, and election volunteers | $ 0.00 |
| Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II. | $ 0.00 |
| Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes. | $ 0.00 |
| Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing non-visual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language. | $ 584,861.47 |
| 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. | $ 0.00 |
| Total Spending for Calendar 2005 | $753,685.27 |

**2. The number and type of articles of voting equipment obtained with the funds:**

There were no purchases of voting equipment in this Calendar Year. We expect that there may be a few additional purchases of vote tabulating machines in 2006 for municipalities that approve the use of machines in place of hand count.

**3. An analysis and description of the activities funded to meet HAVA requirements and how such activities conform to the submitted State plan:**

Vermont has spent a total of $753,685.27 during this period and a cumulative total of $1,402,356.59 of the early out money which Vermont received. During this period (calendar year 2005) the following activities were funded to meet HAVA requirements in conformance with our Vermont State Plan, promulgated July 28, 2003:

A. Pages 3 & 17, Vermont State Plan: $175,200.88 was spent in this reporting period to improve the administration of elections for federal office by purchasing hardware, software, and training for state information technology staff to develop the statewide checklist for voters and to train municipal clerks on the use of this system;

B. Pages 12 and 13, Vermont State Plan: Improve privacy and independence for disabled voters by purchasing and providing accessible voting stations (voting booths) to many municipal jurisdictions in Vermont with an expenditure of $59,250.00. This is a continuing program and additional accessible voting stations may be provided with funds in the next reporting period, and some may be provided in future years as needed.

C. Pages 4 & 17, Vermont State Plan: Purchase and Installation of a voting system for each polling place in Vermont that is accessible to persons with disabilities including blind and visually impaired persons. Vermont spent $584,250.00 to purchase and install the IVS Vote by Telephone system, and an additional $611.47 for costs of the October 5, 2006 demonstration of the vote by telephone system for our persons with disabilities advisory committee and invitees.

(Hard copy also being mailed today—2/24/06)

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