SECRETARY of STATE

Joseph B. Meyer

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200 West 24th Street
Cheyenne, WY 82002-0020

STATE of WYOMING

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January 14, 2004

ORIGINAL

Ms. Deborah J. Schilling
Director of Budget
U.S. General Services Administration
1800 F Street, NW
Washington, DC 20405

Re: Standard Form 269

Dear Ms. Schilling:

Pursuant to your letter to Governor Dave Freudenthal of July 28, 2003, requiring all recipients of HAVA funds to report actual expenditures as of December 31, 2003, please find enclosed our completed Standard Form 269 which is due by January 21, 2004. I have also enclosed verification of these expenditures.

If you have any questions, please call me at 307-777-5333 or contact my fiscal officer, Sally Simpson, at 307-777-5343.

Sincerely,

Joseph B. Meyer
Secretary of State

Enclosures

ORIGIN

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

1. Federal Agency and Organizational Element to Which Report is Submitted General Service Administration	2. Federal Grant or Other Identifying Number Assigned By Federal Agency Help America Vote Act	OMB Approval No. 0348-0039	Page 1 of 2 pages
3. Recipient Organization (Name and complete address, including ZIP code) Wyoming Secretary of State 200 West 24th, Room 106, Cheyenne, WY 82002			
4. Employer Identification Number 83-0208667	5. Recipient Account Number or Identifying Number 47000016	6. Final Report ☐ Yes ☒ No	7. Basis ☒ Cash ☐ Accrual
8. Funding/Grant Period *(See instructions)* From: (Month, Day, Year) 4/24/2003	To: (Month, Day, Year) Indefinite	9. Period Covered by this Report From: (Month, Day, Year) 4/24/2003	To: (Month, Day, Year) 12/31/2003

10. Transactions:	I Previously Reported	II This Period	III Cumulative
a. Total outlays		24,957.78	24,957.78
b. Refunds, rebates, etc.		0.00	0.00
c. Program income used in accordance with the deduction alternative		0.00	0.00
d. Net outlays *(Line a, less the sum of lines b and c)*	0.00	24,957.78	24,957.78
Recipient's share of net outlays, consisting of:			
e. Third party (in-kind) contributions		0.00	0.00
f. Other Federal awards authorized to be used to match this award		0.00	0.00
g. Program income used in accordance with the matching or cost sharing alternative		0.00	0.00
h. All other recipient outlays not shown on lines e, f or g		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	24,957.78	24,957.78
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)*			24,957.78
o. Total Federal funds authorized for this funding period			5,000,000.00
p. Unobligated balance of Federal funds *(Line o minus line n)*			4,975,042.22
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.*
Please see attached

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 Patricia O'Brien Arp, Deputy Secretary of State	Telephone (Area code, number and extension) 307-777-5333
Signature of Authorized Certifying Official Patricia O'Brien Arp	Date Report Submitted January 14, 2004

Attachment to SF 269
State of Wyoming
January 13, 2004

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Per instructions from Stephen Kulenguski from the office of the U. S. General Services Administration January 13, 2004, this attachment serves to report the interest earned from the HAVA funds from inception to date:

$96,858.41

This attachment also serves to report the state match for the HAVA funds:

$500,000.00 is available to match Title II funds. No state match is required for Title I. These funds have not been used.

Please see attached documentation from the Wyoming State Auditor's office for verification.

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HAVA EXPENDITURES

NAME	DATE	EXPENDITURE	AMOUNT	MONTHLY TOTAL
Town of Lingle	May 22, 2003	Mileage for David Kendall to Cheyenne for HAVA meeting.	$67.88	
Hitching Post Inn	May 22, 2003	Meeting room for HAVA Advisory Meeting.	$359.11	
Total				**$426.99**
Hitching Post Inn	July 24,2003	Meeting room for HAVA Advisory Meeting.	$80.37	
Darryl Eads	July 31, 2003	Voter registration hardware survey of each county.	$2,502.26	
Total				**$2,582.63**
Darryl Eads	August 7, 2003	Survey of counties voter registration systems and equipment.	$2,656.10	
Andrea Byrne	August 11, 2003	Trade show in Denver for voter registration systems and voting system for DRE alternatives.	$155.58	
University of Wyoming	August 11, 2003	Conference call for HAVA state Advisory Committee	$82.68	
Julie Freese	August 14, 2003	To Cheyenne for voter registration meeting.	$336.16	
Margie Irvine	August 14, 2003	To Cheyenne for voter registration meeting.	$208.00	
Dawn Hill	August 14, 2003	Trade show in Denver for voter registration systems and voting system for DRE alternatives.	$332.83	
Darryl Eads	August 29,2003	Assessment of county voter registration systems, lans & connectivity.	$2,841.64	
Total				**$6,612.99**
Andrea Byrne	September 4, 2003	Voter registration meeting with vendor & workgroup with county clerks in Thermopolis.	$192.70	

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Darryl Eads	September 8, 2003	Voter registration work with counties.	$1,423.21	
Darryl Eads	September 30, 2003	Finish surveying counties on voter registration project.	$1,632.36	
Total				**$3,248.27**
Pat Arp	September 8, 2003	Voter registration meeting with vendor & workgroup with county clerks in Thermopolis.	$499.70	
		registration and voting systems meeting with county clerks.	$253.50	
Visa	October 6, 2003	Secretary Meyer's airfare to Florida for HAVA summit with Secretaries of state	$331.50	
Visa	October 15, 2003	Secretary Meyer's conference fee for HAVA summit meeting in Florida.	$200.00	
Teton County Clerk	October 16, 2003	For Sherry Dagle: vendor show in Denver; meeting in Thermopolis; two trips to Cheyenne for voter registration advisory committee meeting.	$2,127.53	
Joe Meyer	October 16, 2003	Secretary Meyer's trip to Florida for HAVA summit meeting re: implementation and funding.	$248.97	
Total				**$3,661.20**
Andrea Byrne	November 3, 2003	Trip to Minnesota to consider joint venture re: statewide voter registration program;	$260.60	
Pat Arp	November 3, 2003	Trip to Minnesota to consider joint venture re: statewide voter registration program; to Sheridan for presentation re: HAVA to the MEGA conference; mileage to Centennial for Dev. Disabilities conference.	$693.07	
Peggy Nighswonger	November 3, 2003	Trip to Minnesota to consider joint venture re: statewide voter registration program; to Sheridan for presentation re: HAVA to the MEGA conference.	$323.52	

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Visa	November 13, 2003	Airfare for Byrne, Arp and Nighswonger to Minnesota to consider joint venture re: statewide voter registration program.	$1,878.00	
Total				**$3,155.19**
Visa	December 4, 2003	Airfare for Freese, Arp, Nighswonger to Maryland to NIST for briefing re: voter registration systems equipment.	$1,530.00	
Visa	December 15, 2003	Nighswonger & Freese registration for briefing by NIST.	$340.00	
Joe Meyer	December 18, 2003	Secretary Meyer's travel throughout state with county clerks on HAVA issues.	$258.73	
Peggy Nighswonger	December 23, 2003	To NIST for briefing re: voter registration systems equipment.	$391.80	
Pat Arp	December 23, 2003	To NIST for briefing re: voter registration systems equipment.	$527.90	
Election Center	December 29, 2003	Registration for workshop for Arp, Heckert and Nighswonger in Long Beach.	$777.00	
Teton County Clerk	December 29, 2003	Sherry Daigle to Cheyenne for voter registration contract negotiations.	$960.00	
Fremont County Clerk	December 29, 2003	Julie Freese to NIST for briefing re: voter registration systems equipment.	$485.08	
Total				**$5,270.51**
Grand Total				**$24,957.78**

HAVA INTEREST EARNED TO DATE

** STATE OF WYOMING **
SUMMARY LISTING OF REVENUES VS. BUDGETS
AS OF 12/31/03

AGENCY: 002 SECRETARY OF STATE
FUND: 480 HAVA-INTEREST TO GENERAL FUND
APPR: 480

BUD FY: 04
ORGN: 0801 HAVA TITLE I-NATRONA

REVENUE SOURCE	CURRENT PERIOD REVENUE	INCEPTION TO DATE REVENUE	UNCOLLECTED INVOICE AMOUNT	BUDGET AMOUNT	UNRECOGNIZED BUDGET BALANCE
4601 INV INC-SELF	14,972.88	68,789.46	0.00	0.00	68,789.46-
ORGN 0801 TOTAL:	14,972.88	68,789.46	0.00	0.00	68,789.46-
BUD FY 04 TOTAL:	14,972.88	68,789.46	0.00	0.00	68,789.46-
APPR 480 TOT:	14,972.88	5,096,858.41	0.00	5,100,000.00	3,141.59
FUND 480 TOTAL:	14,972.88	5,096,858.41	0.00	5,100,000.00	3,141.59

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HAVA EXPENDITURE REPORTING

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ACTION: R SCREEN: EAP2 USERID: SAC0 01/13/04 11:30:26 AM

APPROPRIATION INQUIRY (EXTENDED)

BUDGET FY= 03 FUND= 480 AGENCY= 002 ORGANIZATION= 0800 APPR UNIT= 480
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 04 BUD AUTH OPT: N
APPR NAME: HAVA TITLE I L APPR SHORT NAME: HAVA

RECEIPTS: ORIG EST: 0.00 CUR EST: 0.00 ACT: 4,028,068.95
APPROP: ORIG: 0.00 CUR: 4,000,000.00 BEG DAY: 4,000,000.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 4,000,000.00 ALLOT: 4,000,000.00 EXP BUD: 4,000,000.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	0.00	0.00
EXPENDED AMT:	24,957.78	25,032.72

UNCOMMITTED: 3,975,042.22 / 99.38 % UNEXPENDED: 3,975,042.22 / 99.38 %

ACTION: R SCREEN: EAP2 USERID: SAC0 01/13/04 11:31:26 AM

APPROPRIATION INQUIRY (EXTENDED)

BUDGET FY= 03 FUND= 480 AGENCY= 002 ORGANIZATION= 0900 APPR UNIT= 480
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 04 BUD AUTH OPT: N
APPR NAME: HAVA TITLE I-MACHINES L APPR SHORT NAME: HAVA

RECEIPTS: ORIG EST: 0.00 CUR EST: 0.00 ACT: 1,000,000.00
APPROP: ORIG: 0.00 CUR: 1,000,000.00 BEG DAY: 1,000,000.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 1,000,000.00 ALLOT: 1,000,000.00 EXP BUD: 1,000,000.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	0.00	0.00

ORIGINAL

EXPENDED AMT:	0.00	0.00

UNCOMMITTED: 1,000,000.00 / 100.00 % UNEXPENDED: 1,000,000.00 / 100.00 %

HAVA STATE MATCH FUNDS

ORIGINAL

ACTION: R SCREEN: EAP2 USERID: SAC0 01/13/04 12:29:21 PM

APPROPRIATION INQUIRY (EXTENDED)

BUDGET FY= 03 FUND= 001 AGENCY= 002 ORGANIZATION= 0700 APPR UNIT= 701
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 04 BUD AUTH OPT: N
APPR NAME: STATE FUNDS-HAVA L APPR SHORT NAME: HAVA

RECEIPTS: ORIG EST: 0.00 CUR EST: 0.00 ACT: 0.00
APPROP: ORIG: 0.00 CUR: 300,000.00 BEG DAY: 300,000.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 300,000.00 ALLOT: 300,000.00 EXP BUD: 300,000.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	0.00	0.00
EXPENDED AMT:	0.00	0.00

UNCOMMITTED: 300,000.00 / 100.00 % UNEXPENDED: 300,000.00 / 100.00 %

ACTION: R SCREEN: EAP2 USERID: SAC0 01/13/04 12:30:56 PM

APPROPRIATION INQUIRY (EXTENDED)

BUDGET FY= 03 FUND= 002 AGENCY= 002 ORGANIZATION= 0700 APPR UNIT= 002
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 04 BUD AUTH OPT: N
APPR NAME: HAVA L APPR SHORT NAME: HAVA

RECEIPTS: ORIG EST: 0.00 CUR EST: 0.00 ACT: 0.00
APPROP: ORIG: 0.00 CUR: 200,000.00 BEG DAY: 200,000.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 200,000.00 ALLOT: 0.00 EXP BUD: 0.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	0.00	0.00

EXPENDED AMT:	0.00	0.00	
UNCOMMITTED:	200,000.00 / 100.00 %	UNEXPENDED:	200,000.00 / 100.00 %

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