

ORIGINAL

FINANCIAL STATUS REPORT (Long Form)

(Follow instructions on the back)

1. Federal Agency and Organizational Element to Which Report is Submitted: Election Assistance Commission. 2. Federal Grant or Other Identifying Number Assigned: Title I, Section 101. 3. Recipient Organization: State of Alaska, Division of Elections, 240 Main Street, Suite 400, Juneau, Alaska 99811-0017. 4. Employer Identification Number: [Redacted]. 5. Recipient Account Number or Identifying Number: CDFA #39.011. 6. Final Report: [X] Yes [ ] No. 7. Basis: [ ] Cash [X] Accrual. 8. Funding/Grant Period: From: 4/4/2003 To: [Blank]. 9. Period Covered by this Report: From: 1/1/2006 To: 12/31/2006. 10. Transactions table with columns: Previously Reported, This Period, Cumulative. Rows include Total outlays, Refunds, Program income, Net outlays, Recipient's share of net outlays, Federal share of net outlays, Total Federal share, Total Federal funds authorized, Unobligated balance of Federal funds, Program income realized. 11. Indirect Expense table with columns: Rate, Base, Total Amount, Federal Share. 12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation. CY2006 Interest: \$682,691 federal fund interest; State match spent - zero interest accrued. Total interest earned to date (State & federal): \$1,143,214. 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: Sean Parnell, Lieutenant Governor. Telephone: 907-465-3520. Signature of Authorized Certifying Official: Sean Parnell, Lt. Governor. Date Report Submitted: February 28, 2007.

RECEIVED ASSISTANCE U.S. ELECTION COMMISSION

**FINANCIAL STATUS REPORT**  
(Long Form)

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0039), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.**

Please type or print legibly. The following general instructions explain how to use the form itself. You may need additional information to complete certain items correctly, or to decide whether a specific item is applicable to this award. Usually, such information will be found in the Federal agency's grant regulations or in the terms and conditions of the award (e.g., how to calculate the Federal share, the permissible uses of program income, the value of in-kind contributions, etc.). You may also contact the Federal agency directly.

Item	Entry	Item	Entry
1, 2 and 3.	Self-explanatory.	10b.	Enter any receipts related to outlays reported on the form that are being treated as a reduction of expenditure rather than income, and were not already netted out of the amount shown as outlays on line 10a.
4.	Enter the Employer Identification Number (EIN) assigned by the U.S. Internal Revenue Service.	10c.	Enter the amount of program income that was used in accordance with the deduction alternative.
5.	Space reserved for an account number or other identifying number assigned by the recipient.	Note:	Program income used in accordance with other alternatives is entered on lines q, r, and s. Recipients reporting on a cash basis should enter the amount of cash income received; on an accrual basis, enter the program income earned. Program income may or may not have been included in an application budget and/or a budget on the award document. If actual income is from a different source or is significantly different in amount, attach an explanation or use the remarks section.
6.	Check <b>yes</b> only if this is the last report for the period shown in item 8.	10d.	e, f, g, h, i and j. Self-explanatory.
7.	Self-explanatory.	10k.	Enter the total amount of unliquidated obligations, including unliquidated obligations to subgrantees and contractors.  Unliquidated obligations on a cash basis are obligations incurred, but not yet paid. On an accrual basis, they are obligations incurred, but for which an outlay has not yet been recorded.  Do not include any amounts on line 10k that have been included on lines 10a and 10j.  On the final report, line 10k must be zero.
8.	Unless you have received other instructions from the awarding agency, enter the beginning and ending dates of the current funding period. If this is a multi-year program, the Federal agency might require cumulative reporting through consecutive funding periods. In that case, enter the beginning and ending dates of the grant period, and in the rest of these instructions, substitute the term "grant period" for "funding period."	10l.	Self-explanatory.
9.	Self-explanatory.	10m.	On the final report, line 10m must also be zero.
10.	The purpose of columns, I, II, and III is to show the effect of this reporting period's transactions on cumulative financial status. The amounts entered in column I will normally be the same as those in column III of the previous report <i>in the same funding period</i> . If this is the first or only report of the funding period, leave columns I and II blank. If you need to adjust amounts entered on previous reports, footnote the column I entry on this report and attach an explanation.	10n.	o, p, q, r, s and t. Self-explanatory.
10a.	Enter total gross program outlays. Include disbursements of cash realized as program income if that income will also be shown on lines 10c or 10g. Do not include program income that will be shown on lines 10r or 10s.  For reports prepared on a cash basis, outlays are the sum of actual cash disbursements for direct costs for goods and services, the amount of indirect expense charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subrecipients. For reports prepared on an accrual basis, outlays are the sum of actual cash disbursements for direct charges for goods and services, the amount of indirect expense incurred, the value of in-kind contributions applied, and the net increase or decrease in the amounts owed by the recipient for goods and other property received, for services performed by employees, contractors, subgrantees and other payees, and other amounts becoming owed under programs for which no current services or performances are required, such as annuities, insurance claims, and other benefit payments.	11a.	Self-explanatory.
		11b.	Enter the indirect cost rate in effect during the reporting period.
		11c.	Enter the amount of the base against which the rate was applied.
		11d.	Enter the total amount of indirect costs charged during the report period.
		11e.	Enter the Federal share of the amount in 11d.
		Note:	If more than one rate was in effect during the period shown in item 8, attach a schedule showing the bases against which the different rates were applied, the respective rates, the calendar periods they were in effect, amounts of indirect expense charged to the project, and the Federal share of indirect expense charged to the project to date.

RECEIVED  
 U.S. ELECTION ASSISTANCE  
 COMMISSION  
 2007 MAR -5 PM 5:07

Director's Office  
PO Box 110017  
Juneau, Alaska 99811-0017  
907.465.4611 907.465.3203 FAX  
elections@gov.state.ak.us



**ORIGINAL** Regional Offices  
Anchorage 907.522.8683  
Fairbanks 907.451.2835  
Juneau 907.465.3021  
Nome 907.443.5285

**STATE OF ALASKA**  
**Division of Elections**  
**Office of the Lieutenant Governor**

February 28, 2007

State HAVA Funding Reports  
U.S. Election Assistance Commission  
1225 New York Avenue, NW – Suite 1100  
Washington, DC 20005

RECEIVED  
U.S. ELECTION ASSISTANCE  
COMMISSION  
2007 MAR -5 PM 5:06

Re: Expenditure Narrative for Title I, Section 101  
Reporting Period: January 1, 2006 through December 31, 2006

Dear Election Assistance Commissioners:

The State of Alaska is pleased to submit this narrative report to document Alaska's use of Help America Vote Act (HAVA) Title I, Section 101 funds during the 2006 calendar year. The associated SF269 report is enclosed.

The State of Alaska's 2006 expenditures remain consistent with the activities described for the permissible use of funds in HAVA section 101(b). The State's use of the Title I funds continues to allow the Division of Elections to progress towards the goals established in the State HAVA Plan initially developed in 2003. Specifically, Title I funds were used to carry out the following activities in 2006:

**COMPLYING WITH THE REQUIREMENTS UNDER TITLE III - \$104,580**

- The majority of funds spent meeting requirements were spent on personal services to pay the salaries of four regional training coordinators, and 50% of the HAVA Project Coordinator's salary. A regional training coordinator was established for each regional office to assist in providing the required training of election workers throughout the state and bring the rural-based training closer to Election Day. (Alaska HAVA Plan page 21.)

The HAVA Coordinator is a full time position located in the Division of Elections' Director's Office and was established to ensure all requirements of HAVA are met in a timely manner (Alaska's HAVA Plan page 43.)

**ORIGINAL**

- HAVA related travel comprises a portion of the money that was spent meeting requirements under Title III. Funds were used to pay for airfare, ground transportation, lodging, meals and incidental expenses for the following trips:

The Director of the Division of Elections traveled to Kenai, Alaska to the League of Women Voters' State Convention to address a variety of HAVA issues.

A Manager's Meeting was held in Juneau in May before the August Primary Election. Regional Supervisors from Anchorage, Fairbanks and Nome traveled to Juneau to plan and prepare for the upcoming Primary and General Elections. A significant portion of the meeting was devoted to discussing and planning for the implementation of the touch screen (TSX) units; 50% of this travel was paid for with HAVA funds.

As mentioned above, the four Regional Offices employed regional training coordinators to assist the Division in the expanded training sessions necessary to train election workers for the use of the TSX units and to bring the rural-based training closer to Election Day. These Trainers traveled throughout Alaska to conduct training sessions and Title I HAVA funds were used to pay for those travel expenses. (Alaska HAVA Plan page 21.)

#### **IMPROVEMENTS TO ELECTION ADMINISTRATION - \$1,355,677**

In order to better serve Alaska's voters, in 2005 the Division of Elections began the process of establishing two new election offices in the fastest growing areas of the State. In February – March of 2006 the new satellite offices opened. (Alaska HAVA Plan page 16: Voter Education & Outreach, Election Official Training)

Also during 2006, the Division moved the absentee ballot program from the Director's Office in Juneau to a stand-alone office in Anchorage in response to the increased interest in this method of voting. The new Anchorage location allows the Division the space necessary to more effectively process absentee ballot applications and decreases the mail time for voters to receive their absentee ballots.

The bulk of the improvements to election administration funds were spent in the establishment and operation of the three new offices. Expenses included salaries, utilities, office furniture, office equipment, leased space, travel to manager's meetings and/or training sessions, and the day-to-day supplies and services necessary to operate an office.

- Absentee Office expenditures for 2006: \$423,064
- Mat-Su Satellite Office expenditures for 2006: \$373,078
- Kenai Satellite Office expenditures for 2006: \$520,829

RECEIVED  
U.S. ELECTION ASSISTANCE  
COMMISSION  
2007 MAR -5 PM 5:06

- A portion of these funds was also used for personal services to pay 50% of the HAVA Coordinator's salary. (Alaska HAVA Plan page 43.)

## **TRAINING ELECTION OFFICIALS, POLL WORKERS AND ELECTION VOLUNTEERS**

As described in the State's HAVA Plan (Pages 19-21), the State of Alaska believes election officials are critical to achieve an efficient, secure and reliable election process. Improving and implementing statewide training resources and procedures is an ongoing process.

2006 was the first year the State of Alaska used the TSX units in the elections. In preparation for the Touch Screens, the four Regional Supervisors created new materials necessary for training on the new units. The TSX units required not only an increase in training for Division staff and election workers, but also the reprinting of manuals and forms, and the creation of various TSX instructions. The election worker training provided using HAVA funds was directly related to the implementation of the TSX units and is addressed in the following section.

## **ACCESSIBLE VOTING EQUIPMENT - \$146,878**

In the 2006 election cycle Alaska met the requirement of Section 301 to have a TSX (direct record electronic) unit available in each polling place location (Alaska's HAVA plan pages 7-9.) In 2006 the Division received an additional 405 AccuVote touch screen units that were ordered in 2005. The touch screen units provided accessible voting equipment for individuals with disabilities, including non-visual accessibility for the blind and visually impaired, in a manner that provided the same opportunity for access and participation (including privacy and independence) as for other voters.

- HAVA funds were used to pay personal services for the salaries of both permanent and temporary employees preparing for the use of the TSX units. Extensive time was put into planning and preparing for the training of both Elections' staff and election workers, as well as the testing and shipping of the units to 439 locations throughout the state. (Alaska HAVA Plan page 9.)
- Training election officials to use the new TSX technology in rural Alaska is a considerable expense. Funds were utilized to pay for the airfare, ground transportation, lodging, meals and incidental expenses for Election staff and election workers to travel to provide or attend training. The length of many training sessions was increased in order to allow the time necessary to train election workers on the use of the TSX units. (Alaska HAVA Plan page 8.)
- Transporting the TSX units in rural Alaska is also expensive and in a state as vast as Alaska, shipping the TSX units is a considerable challenge. HAVA funds were used to ship the units to the polling locations. Some units were stored (for a fee) between the Primary and General Elections, and some were returned to the regional offices, resent for the General Election and returned after the General. (Alaska HAVA Plan pages 8-9.)

- Many of the Divisions' forms, documents, handbooks, training materials and instructions had to be revised and reprinted due to the Touch Screen Units, and new instructional documents were created. HAVA funds were used to print the necessary documents. One of the new documents created was the Touch Screen Voting Instructions poster. These posters included color photographs with written narrative and were displayed at each polling location next to the TSX machine. (Alaska HAVA Plan page 8.)
- HAVA funds were used to purchase miscellaneous supplies necessary as a result of implementing the TSX units. For example, because the election workers were required to transport an increased amount of supplies and equipment due to the Touch Screens, folding carts were purchased to facilitate the election worker's job. The Division purchased lanyards to hold TSX instruction cards, wrist coils for keys, and a variety of other supplies to accommodate the introduction of the TSX units.

RECEIVED  
 U.S. ELECTION ASSISTANCE  
 COMMISSION  
 2007 MAR 5 PM 5:07

### **POLLING PLACE ACCESSIBILITY - \$19,491**

- The majority of the HAVA funds spent in 2006 on polling place accessibility were for handicap accessible ramps, parking area sign sets (voter accessibility, no parking, disabled voter parking), and high visibility orange cones for demarcating accessible parking spaces at the polling locations. (Alaska HAVA Plan page 18.)
- HAVA funds were also spent to translate and broadcast radio announcements regarding the Primary and General Elections into six Alaska Native languages (Athabascan, Inupiaq, Tlingit, Tsimshian, Siberian Yupik and Central Yup'ik.) (Alaska HAVA Plan page 18.)
- In addition, funds were spent to publish newspaper advertisements in the Tagalog language in the Kodiak Island Borough regarding the Primary and General Elections. More than 5 percent of the total voting age citizens speak Tagalog in the Kodiak Island Borough. (Alaska HAVA Plan page 18.)

### **STATEWIDE VOTER REGISTRATION SYSTEM - \$67,352**

As identified in the State of Alaska's HAVA Plan (Pages 12-13), the State of Alaska currently utilizes a statewide voter registration and election management system (VREMS.) Because the system is antiquated and it is difficult to maintain, the State is pursuing the implementation of a new fully interactive voter registration system. A contract has been awarded to Diebold and the State is working toward an anticipated implementation date of July 2007.

- In 2006, HAVA funds for the voter registration system were spent on server space to house servers required for the new system.
- In addition, a new Dell server was purchased for the Region II Office in Anchorage in order to implement the new system.

**INTEREST ACCRUED**

Calendar Year	Federal Interest	State Interest
2003	\$66,539	\$833
2004	\$90,669	\$3,088
2005	\$299,394	N/A
2006	\$682,691	N/A
TOTALS	\$1,139,293	\$3,921
Total Federal/State Interest to Date: \$1,143,214		

Thank you for the opportunity to provide this information on the work the State of Alaska has done and continues to do in order to meet the requirements of HAVA. Please let me know if you require any further information.

Sincerely,

Sean Parnell  
Lieutenant Governor

Enclosure

RECEIVED  
 U.S. ELECTION ASSISTANCE  
 COMMISSION  
 2007 MAR -5 PM 5:07