ORIGINAL

MONTANA SECRETARY OF STATE

Brad Johnson

Elections Bureau
(406) 444-5376
egraveley@mt.gov

Montana State Capitol
2nd Floor, Room 260
P.O. Box 202801
Helena, MT 59620-2801

April 3, 2007

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

Dear Mr. ~~DeGregorio~~: Paul

Please see enclosed for your review the SF 269A reports and narrative reports regarding Title I, Section 101 and Section 102 HAVA funds.

Please let me know at (406) 444-5376 if you need anything else.

Sincerely,

Elaine Graveley

Elaine Graveley
Elections Deputy

Standard Form 269 Section 101 FY 2006

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

ORIGINAL

1. Federal Agency and Organizational Element to Which Report is Submitted Election Assistance Commission	2. Federal Grant or Other Identifying Number Assigned By Federal Agency CFDA 39.011	OMB Approval No. 0348-0039	Page 1 of 6 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 [redacted]	5. Recipient Account Number or Identifying Number [redacted]	6. Final Report ☐ Yes x☐ No	7. Basis ☐ Cash x ☐ Accrual

8. Funding/Grant Period *(See instructions)* From: (Month, Day, Year) April 25, 2003	To: (Month, Day, Year) Undetermined	9. Period Covered by this Report From: (Month, Day, Year) January 1, 2006	To: (Month, Day, Year) December 31, 2006

10. Transactions:	I Previously Reported	II This Period	III Cumulative
a. Total outlays	2,283,957.18	1,134,357.15	3,418,314.33
b. Refunds, rebates, etc.	26,249.88	7,889.70	34,139.58
c. Program income used in accordance with the deduction alternative			
d. Net outlays *(Line a, less the sum of lines b and c)*	2,257,707.30	1,126,467.45	3,384,174.75
Recipient's share of net outlays, consisting of: e. Third party (in-kind) contributions			
f. Other Federal awards authorized to be used to match this award			
g. Program income used in accordance with the matching or cost sharing alternative			
h. All other recipient outlays not shown on lines e, f or g			
i. Total recipient share of net outlays *(Sum of lines, e, f, g and h)*			
j. Federal share of net outlays (line d less line i)			3,384,174.75
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)			3,384,174.75
o. Total federal funds authorized for this funding period			5,165,810.31
p. Unobligated balance of federal funds *(Line o minus line n)*			1,781,635.56
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)*			

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:* We did not initially allocate interest funds to separate account numbers for Title I and Title II funds, so all funds were pooled instead of being placed in Title I and Title II accounts. However, based on our HAVA budget, for the purposes of the Title I amended report we have reviewed our Title I expenses during the applicable period and accordingly have apportioned percentages of the total interest earned to Title I. Line 10o therefore includes interest of $88,816.57 interest earned, as well as 2004 interest of $19,053.14 earned and 2005 interest of $57,940.60 earned.

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 Elaine Graveley, Elections Deputy	Telephone (Area code, number and extension) (406) 444-5376
Signature of Authorized Certifying Official Elaine Graveley	Date Report Submitted 4-3-07

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State of Montana EAC HAVA Section 101 Narrative for January 1, 2005 to December 30, 2006

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 for a computerized statewide voter registration list defined, maintained, and administered at the State level. Montana also purchased voting systems equipped for individuals with disabilities and precinct counters to meet Title III requirements. Since all of Montana's list efforts from January 1, 2006 to December 31, 2006 were funded by Section 251 funds, Montana expended no Section 101 funds on these efforts.

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, and office supplies. These administrative expenses totaled $2356.38 in 2006.

The costs associated with providing additional election judges at Montana polling places for elections to Federal office were $4140.00 in 2006.

Payroll costs of implementing the Help America Vote Act and in other ways improving the administration of elections to Federal office were $111,883.71. These costs came from HAVA Section 101 funds.

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 $4,102.85 in 2006.

Overall, Montana expended $122,482.94 for the improvement of the administration of elections for Federal office in 2006.

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

In order to educate voters concerning changes in election laws and procedures in a federal election year, the Montana Secretary of State focused on Public Service Announcements on television, radio and in newspapers as well as outreach efforts at community events across Montana.

There were no expenditures for grants to community-based organizations in 2006.

The cost of direct outreach efforts from the Office of the Secretary of State was $48,756.41 and included contract staff time as well as travel expenses, booth rentals, display and educational materials. Returned funds from these activities totaled $943.90 in 2006.

Advertising costs for television, radio, newspapers and billboards were more extensive than the prior year, due to this being a federal election year, and totaled $451,735.31.

Overall, in 2006 Montana expended $500,491.72 for educating voters and received returned funds of $943.90.

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

The direct costs associated with providing training for election officials for elections to Federal office were $870.21 in 2006.

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 HAVA funding in 2006 for development of the state plan. These costs therefore totaled $0.00 in 2006.

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

Montana did not provide funds under Section 101 for upgrading punch card systems, since these systems were already replaced before 2006.

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

The Secretary of State provided funding from HAVA Section 101 in 2006 for these activities. This funding was mainly to provide polling place accessibility grants to the counties to improve the accessibility of their polling places. These grants totaled $515,148.83 in 2006. Promotional materials purchased in order to assist people with disabilities totaled $3253.15 in 2006, for a total expenditure of $518,401.98. Returned money from counties for unused polling place grant funds totaled $6945.80.

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 did not expend Section 101 funds for voting equipment in 2006.

3) Analysis and Description

A. Analysis and description of activities funded to meet HAVA requirements

One main focus of Montana's activities in 2006 that involved spending Section 101 funds was outreach to the public through Public Service Announcements and voter education activities. These efforts will remain a major focus of the office throughout federal and non-federal election years, due to the necessity of educating voters about HAVA changes including voting systems equipped for people with disabilities and the effect of casting overvotes and undervotes. The Secretary of State purchased Public Service Announcements relating especially to education on overvotes and voting equipment for people with disabilities (AutoMARKs) and has rented and staffed booths at fairs, gun shows, trade shows, conventions, hunting and fishing shows, malls, colleges, and Native American pow-wows, at which educational materials and the AutoMARK voting systems were presented to the public.

Additionally, Montana focused on providing grants to county election officials to improve the accessibility of their polling places. The Secretary of State's office contracted with staff from a disability advocate organization in order to survey the polling places to determine necessary improvements and to assist the counties in submitting grant requests. A committee composed of election officials and advocates for individuals with disabilities reviewed grant applications and recommended whether the applications should be accepted. Finally, the Secretary of State's office reviewed the applications and determined whether the activities would be funded. These efforts helped polling places in Montana to be dramatically more accessible than they were in the past.

B. Analysis and description of how activities conformed to the submitted State plan

In Montana's 2003 Montana HAVA Plan as Amended, anticipated federal funding was allocated in the following ways:

Voting Accessibility: $2,800,000.00
Voter Education, Election Official and Poll Worker Training: $177,233.56, plus interest
Statewide Voter Management System: $2,800,000.00
Precinct Counter Matching Funds: $0.00
Administration Costs: $0.00

TOTAL ESTIMATED BUDGET EXPENSES: $5,777,233.56
MONEY TO BE LEFT IN ACCOUNT (for future needs): $0.00

$7,446,803 EXPECTED FUNDS:

Voting Accessibility: $2,500,000.00
Voter Education, Election Official and Poll Worker Training: $500,000.00
Statewide Voter Management System: $1,500,000.00
Precinct Counter Matching Funds: $1,400,000.00
Administration Costs: $200,000.00
TOTAL ESTIMATED BUDGET EXPENSES: $6,100,000.00
MONEY TO BE LEFT IN ACCOUNT (for future needs): $1,346,803.00, plus interest

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.

Projected Voting Accessibility Expenditures: $5,300,000

As noted above, Montana used $518,401.98 in 101 funds for voting accessibility and received back from counties $6945.80 in unused polling place grant funds. Additional voter accessibility efforts such as the purchase of voting systems equipped for people with disabilities used 251 funds instead of 101 funds, since there were comparatively more funds available in the 251 account for these purchases. This and future spending is expected to be consistent with the projected expenditures in the amended plan.

Projected Voter Education, Election Official and Poll Worker Training Expenditures: $677,233.56, plus interest

The amended plan stipulated that education funds be used for various projects on a local and statewide level. Overall, under Section 101 in 2006 Montana expended $500,189.82 for educating voters and $870.21 for direct costs related to election official training and received returned funds of $943.90. Funds for Section 251 expenditures were used for both the voting systems equipped for people with disabilities (AutoMARKs) and for the statewide voter registration system. Therefore, there was additional funding available in Section 101 for these education and training activities and there has been more funds available for spending on education activities under Section 101 than anticipated. However, the total level of spending on education and training remains consistent with the amended plan.

Projected Statewide Voter Management System Expenditures: $4,300,000

Funding in 2006 for the voter management system was provided from Section 251 funds, not Section 101 funds.

Projected Precinct Counter Matching Expenditures: $1,400,000

Funding in 2006 for precinct counters was not provided from Section 101 funds.

Projected Administration Expenditures: $200,000

Administration costs for the Help America Vote Act in 2005 were as follows; $2356.38 for general administrative costs, $111,883.71 for staffing, and $4,102.85 for staff development and training. Additionally, the costs associated with providing additional election judges at Montana polling places for elections to Federal office were $4140.00 in 2005. The total administration expenditures were $122,482.94 and therefore were consistent with projected expenditures. Section 101 funds were used to cover most administrative costs and will continue to be used for this purpose.