# FINANCIAL STATUS REPORT

*(Long Form)*

*(Follow Instructions on the back)*

| | | | |
|---|---|---|---|
| 1. Federal Agency and Organizational Element to Which Report is Submitted<br>General Services Administration<br>Election Assistance Commission | 2. Federal Grantor Other Identifying Number Assigned By Federal Agency<br>CFDA #39.011 – Section 102 of HAVA, Title I | OMB Approval No.<br>0348-0039 | Page 1 of 1 |

3. Recipient Organization (Name and complete address, including ZIP code)

Texas Secretary of State, Financial Management, P.O. Box 12887, Austin, Texas 78711-2887

| 4. Employer Identification Number | 5. Recipient Account Number or Identifying Number | 6. Final Report | 7. Basis |
|---|---|---|---|
| [redacted] | [redacted] | ☐ 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) |
|---|---|---|---|
| 5/1/03 | | 1/1/04 | 12/31/04 |

| 10. Transactions | I Previously Reported | II This Period | III Cumulative |
|---|---|---|---|
| a. Total Outlays | 0.00 | 44,691.08 | 44,691.08 |
| b. Refunds, rebates, etc. | | | 0.00 |
| c. Program income used in accordance with the deduction alternative | | | 0.00 |
| d. Net outlays *(Line a, less the sum of lines b and c)* | 0.00 | 44,691.08 | 44,691.08 |
| **Recipient share of net outlays, consisting of:** | | | |
| e. Third party (in-kind) contributions | | | 0.00 |
| f. Other Federal awards authorized to be used to match this award | | | 0.00 |
| g. Program income used in accordance with the matching or cost sharing alternative | | | 0.00 |
| h. All other recipient outlays not shown on lines e, f or g | | | 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 | 44,691.08 | 44,691.08 |
| 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)* | | | 44,691.08 |
| o. Total Federal funds authorized for this funding period | | | 6,269,521.00 |
| p. Unobligated balance of Federal funds *(line o minus line n)* | | | 6,224,829.92 |
| **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 | | | 144,283.77 |
| t. Total program income realized *(Sum of lines q, r and s)* | | | 144,283.77 |

| 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*

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 | Telephone (Area code, number and extension) |
|---|---|
| Donald Archer, Director Financial Management | 512/463-5594 |
| **Signature of Authorized Certifying Official** | **Date Report Submitted** |
| Donald L Archer | January 11, 2005 |

# The State of Texas

Elections Division
P.O. Box 12060
Austin, Texas 78711-2060
www.sos.state.tx.us

Phone: 512-463-5650
Fax: 512-475-2811
Dial 7-1-1 For Relay Services
(800) 252-VOTE (8683)

Roger Williams
Secretary of State

February 28, 2005

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

RE: Help America Vote Act ("HAVA") Title I, Sections 101 and 102 Financial Activity Report for January 1, 2004 thru December 31, 2004

The purpose of this letter is to report on the Texas HAVA Title I, Sections 101 and 102 financial activity for the time period covering January 1, 2004 thru December 31, 2004 as requested by the U.S. Election Assistance Commission. Specifically, this report will list expenditures by program, function, or task (including dollar amount) made with respect to each category of activities described for the permissible use of funds in HAVA sections 101(b) and 102(a)(2); including the following:

- the number and type of articles of voting equipment obtained with the funds; and
- an analysis and description of:
  - the activities funded to meet HAVA requirements; and
  - how such activities conform to the submitted state plan.

The federal 269 reports for Sections 101 and 102 were sent to the Elections Assistance Commission and the General Services Administration in early January 2004. Copies of those documents are attached to this report.

Table 1 lists the expenditures and remaining balance for each function as outlined in Texas' HAVA state plan.

**Table 1**

| | Estimated Amount | Actual Budget | Expended 1/1/04 - 12/31/04 | Balance |
|---|---|---|---|---|
| Title I, Section 102 | | | | |
| Punch Card and Lever Replacement | $6,269,521 | $6,269,521 | $44,691 | $6,224,830 |
| Subtotal: | | $6,269,521 | $44,691 | $6,224,830 |
| Title I, Section 101 | | | | |
| Preliminary Planning For Statewide Voter Registration System | $500,000 | $465,836 | $105,977 | $359,859 |
| State Plan Administration | $ 2 – 4 million | $3,726,690 | $201,922 | $3,524,767 |
| Voter Education | $ 2 – 3 million | $2,795,017 | $0 | $2,795,017 |
| Election Official and Poll Worker Training | $ 2 – 3 million | $2,795,017 | $0 | $2,795,017 |
| County Compatibility with New Statewide Voter Registration System | $ 6 million | $5,590,035 | $0 | $5,590,035 |
| County Education Fund | $1 – 2 million | $1,834,000 | $0 | $1,834,000 |
| Subtotal: | | $17,206,595 | $307,899 | $16,898,696 |
| Total: | .77 – 24.77 million | $23,476,116 | $352,591 | $23,123,525 |

**Punch Card and Lever Replacement**
The SOS dispersed $44,691.08 to Chambers County for costs incurred as a result of acquiring 14 accessible DREs. A number of the 17 Texas counties that used punch card of lever voting systems during the 2000 federal election replaced their systems but have yet to request reimbursement. It is anticipated that those counties will draw down their respective allotments of funding in 2005.

**Preliminary Planning For Statewide Voter Registration System**
The SOS expended $105,977 for a variety of professional services in 2004 as part of the state's effort to meet the requirements set forth in Section 303 of HAVA. Those services included a business analyst to assist the SOS in procuring the products and services needed to develop the computerized statewide voter registration system solution referred to as the Texas Election Management Administration (TEAM) system; an instrument to score proposals; and, consulting services to analyze the database for the selected solution. Since the SOS is past the preliminary planning phase of the project, the balance of $359,859 will be used to offset implementation costs.

**State Plan Administration**
The SOS expended $201,922 in 2004 for administrative expenses. Considering the SOS has never managed federal grant funds, the SOS spent considerable time and effort in 2004 on building the controls necessary to properly manage the HAVA grant funds. This included the development of an online grant system through an outside vendor and the hiring of a grant manager at the end of 2003 and the hiring of a grant accountant in early 2004. Significant time was also spent by the HAVA grant manager traveling to various conferences and seminars to discuss the HAVA mandates and the grant program to the appropriate county officials.

**Voter Education**
The SOS began the planning process to outsource voter education, but no funding was expended as a result.

**Election Official and Poll Worker Training**
The SOS began the planning process to outsource election official and poll worker training, but no funding was expended as a result.

**County Compatibility with New Statewide Voter Registration System**
The SOS began the development and implementation of the TEAM system in November of 2004. Because county compatibility requirements have not yet been defined, these funds have not been made available to the counties.

**County Education Fund**
No counties withdrew funds for expenses incurred under the County Education Fund in 2004. This may be partly attributable to the grant system development described in State Plan Administration.

If you have additional questions, please do not hesitate to contact my office.

Sincerely,

Ann McGeehan