

# U.S. ELECTION ASSISTANCE COMMISSION



## *2014 Election Administration & Voting Survey*

### **Vermont**

## *Statutory Overview*

In order to better understand state laws governing federal elections, the U.S. Election Assistance Commission, as part of its biennial Election Administration and Voting Survey, is collecting information on state election laws and procedures. These answers will help EAC to better understand the quantitative data relating to the 2014 general election that we are collecting from all U.S. states and territories.

EAC understands that responding to this Statutory Overview may require significant staff time on the part of your office. Please be assured that we have attempted to minimize the burden, and we appreciate your cooperation in this very important project.

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|--|--|
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## DIRECTIONS AND EXAMPLE

Please provide your state's legal citation for the responses to these questions (where applicable). Prior to beginning the Statutory Overview, please ensure that "track changes" is turned on; this will provide a record of all changes that are made including insertions, deletions, and formatting changes. To turn on track changes hold down "Control" and "Shift" and "E" at the same time. For additional assistance in working with "track changes" please contact your Technical Assistance point of contact at ICF International.

Please answer each question to the best of your ability. If terms are ambiguous or not relevant, please explain why. If a question is not applicable to your state, please explain why. If a definition or term lacks statutory reference but is widely understood in practice, please explain. If election procedures vary at the local level within your state, please explain to the best of your ability.

We have provided you with your answers to the 2012 Statutory Overview. If there has not been a change in your State's laws or legal citation in the response to a question, please mark No Change Since 2012 with an "X" as shown below:

\_\_X\_\_ No Change Since 2012

If the response has changed since 2012, please mark Changed Since 2012 with an "X" and modify the answer as needed using track changes. If you need to replace the entire answer, please delete the 2012 response and record your 2012 response between the red bracketed text lines, as described below.

\_\_X\_\_ Changed Since 2012

Please answer each question to the best of your ability. If terms are ambiguous or not relevant, please explain why. If a question is not applicable to your state, please explain why. If a definition or term lacks statutory reference but is widely understood in practice, please explain. If election procedures vary at the local level within your state, please explain to the best of your ability.

If state laws are currently enjoined or otherwise blocked from enforcement by a state or federal court, or executive decision, please specify.

Please put your responses between the red, bracketed text lines. This will help us extract your answers into our central database.

**Example:**

A1. How does your state define the following terms related to votes and ballots? Please provide your state's legal citation defining these terms, where applicable.

a. Over-vote

[Begin definition (a) below this line.]

*Your answer goes here. You may enter the text directly, or cut and paste from another word processing program.*

*There is no limit to the length of your response.*

[End definition (a) above this line.]

## SECTION A: GENERAL

**A1. How does your state define the following terms related to votes and ballots? Please provide your state's legal citation defining these terms, where applicable.**

**a. Over-vote**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (a) below this line.]

Not defined by state statute. The Vermont Official Return of Votes includes overvotes in the "spoiled" category for each contest or race.

[End definition (a) above this line.]

**b. Under-vote**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (b) below this line.]

Not defined by state statute. The Vermont Official Return of Votes includes undervotes in the "blank" category for each contest or race. The Vermont Administrative Rule on "What Constitutes a Vote" also includes this information.

[End definition (b) above this line.]

**c. Blank ballot**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (c) below this line.]

Not defined by state statute. The Vermont Official Return of Votes includes blanks in the "blank" category for each contest or race.

[End definition (c) above this line.]

**d. Void/Spoiled ballot**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

### 2012 Response:

[Begin definition (d) below this line.]

There are multiple definitions in state statute. 17 V.S.A. § 2568 defines spoiled ballot as when a voter takes a ballot, makes a mistake and then returns the ballot to get another ballot to vote.

17 V.S.A. §2587 provides that if the election officials cannot determine the voter's intent by the marking on the ballot for a race, then that shall be counted as spoiled. This would be reported as spoiled for the race.

If a voter writes his name or any information that would cause the election officials to know whose ballot is being counted, 17 V.S.A. §2587 provides that the ballot is to be considered spoiled for all races.

If an early absentee ballot voter does not sign the certificate envelope or fails to return the unvoted ballots in a Primary Election, the ballot is considered "defective" under 17 V.S.A. §2547 and the ballot shall not be counted. A defective ballot is a form of spoiled ballot.

[End definition (d) above this line.]

#### **e. Provisional/Challenged ballot**

  X   No Change Since 2012           Changed Since 2012

### 2012 Response:

[Begin definition (e) below this line.]

17 V.S.A. §2556 provides the same definition as federal law. However, in Vermont state law we also have a sworn affidavit process that allows a voter to be added to the checklist (voter registration list) and vote a regular ballot if he swears he submitted a timely registration form. Therefore, under Vermont law, any voter who would qualify for a federal provision ballot, would instead complete the sworn affidavit, be added to the voter registration checklist, and would vote a regular ballot. Therefore Vermont election officials only use provisional ballots for persons who are not living in the jurisdiction but who claim that "they heard on TV that they can vote at any polling place in the state". (Connecticut law allows a CT voter to vote for President at any polling place in the state so voters hear this on the news and become confused.) Therefore Vermont has very few provisional ballots in any election.

[End definition (e) above this line.]

#### **f. Absentee**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (f) below this line.]

Title 17 treats absentee ballots and early voting as the same. The references throughout Vermont election law refer to “early absentee voting”. The same rules apply to all early absentee ballots.

[End definition (f) above this line.]

**g. Early voting**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (g) below this line.]

Title 17 treats absentee ballots and early voting the same. The references throughout Vermont election law refer to “early absentee voting”. The same rules apply to all early absentee ballots.

[End definition (g) above this line.]

**h. Active Voter**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (h) below this line.]

An active voter is a voter who has been added to the voter registration checklist and who has not been challenged by the local board of civil authority (local elections board).

[End definition (h) above this line.]

**i. Inactive Voter**

☒ **No Change Since 2012**    ☐ **Changed Since 2012**

**2012 Response:**

[Begin definition (i) below this line.]

A voter that has been sent a challenge letter (see 17 VSA § 2150(3)) from the local election board stating that the board believes the voter has moved out of the town or city and asks the voter to complete the response form either acknowledging he has left town or affirming a physical residence in town.

[End definition (i) above this line.]

j. Other terms (please specify) \_\_\_\_\_

  X   No Change Since 2012          Changed Since 2012

**2012 Response:**

[Identify each TERM and definition separately and begin below this line.]

Defective ballot – 17 V.S.A. §2547 defines an absentee ballot that is returned outside the absentee ballot certificate envelope, or if the certificate is not signed, then the ballot is marked as a defective ballot. This means that the entire ballot is not counted for any race.

[End TERM(s) and definition(s) above this line.]

**A2. Please provide the legal citation for any significant changes to election laws or procedures that have been enacted or adopted since the previous Federal election. “Significant” does not include routine or technical changes (such as changes to election district boundaries or polling place changes). However, EAC would like to learn about any new identification requirements for voters or registrants; changes in eligibility for voting or registering; adoption of alternative voting methods; and other changes that you believe represent a significant change in the way your state runs its elections.**

      No Change Since 2012      X   Changed Since 2012

**2012 Response:**

[Begin response to above question (A2) below this line.]

In 2010, the Vermont legislature responded to the MOVE Act requirement of 45 day ballot transit time and moved the Vermont statewide Primary to the 4th Tuesday of August. The legislature also moved the candidate filing deadline for major, minor, and independent candidates to not later than the second Thursday in June.

In 2011 Vermont amended its voter eligibility statute to allow 17 year-olds “who will be 18 years of age on or before the date of a general election [to] register and vote in the primary election immediately preceeding that general election.” 17 V.S.A. § 2121.

In 2014, the Vermont legislature made significant changes to Title 17 Elections Law.

- New voters must be added to the statewide voter checklist within 3 days of receipt of their application by the clerk. (17 VSA sec.2144b(a)(1))
- The town clerk's office shall be open on the 46th day before any election that includes a federal office (i.e. primary & general elections) and the town clerk shall send on or before that day all absentee ballots to any military or overseas voter who requested an early voter absentee ballot on or before that day. PLEASE NOTE – the 46<sup>th</sup> day prior to an election is ALWAYS a Friday.
- Ballots may be delivered by justices of the peace to ill or disabled voters as soon as the ballots are available. (17 VSA sec. 2538)
- At least 30 days prior to every local, primary and general election, clerks must report their polling place(s) to the Secretary of State's office. Locations may only be changed within 30 days of an election in cases of emergency, and in such cases, the change of location must be reported to the SOS within 24 hours. On election day, if a change of polling place is necessary due to an emergency, the SOS office now has the authority to provide assistance on the relocation. (17 VSA sec. 2502)
- The primary election is moved from the 4<sup>th</sup> Tuesday in August to the 2<sup>nd</sup> Tuesday in August. This will be effective for the 2016 primary election. (17 VSA sec. 2351). For 2014, the primary date remains the fourth Tuesday in August: August 26.
- Clerks are required to enter early/absentee voter data into the Secretary of State's absentee ballot portal upon receipt of the applications. Clerks will no longer be required to provide copies of absentee voter lists upon request. Requests for lists will all go through the SOS office. This is for primary and general elections only, and goes into effect 7/1/15. (17 VSA sec. 2534)
- Clerks are required to enter no later than 60 days after a primary election, presidential primary, or general election, the town clerk shall indicate on the town or municipal checklist of the statewide checklist each voter's participation, participation method, and political party of ballot taken, if applicable, in the primary election, presidential primary, or general election by a method approved by the Secretary of State. (17 VSA sec. 2593)
- The DMV shall transmit voter registration applications to the Secretary of State not later than five days after the date the application was accepted by the department, or before the close of the checklist for a primary or general elections, whichever is sooner. (17 VSA sec. 2145a(d))
- Voter registration applications will include a place where the voter can include their email address (optional).(17 VSA sec. 2145)
- The absentee ballot request form will now include a place for an organization that's collecting requests to identify itself (such as a political party or candidate's office). This will assist the SOS and the clerks on following up on requests that a voter may claim they did not make. (17 VSA sec. 2532)

[End response to above question (A2) above this line.]



## SECTION B: VOTER REGISTRATION

**B1. Is your state's voter registration database system best described as a bottom-up, a top-down, or a hybrid? (Note: A bottom-up system generally uploads information retained at the local level and compiled at regular intervals to form the statewide voter registration list. A top-down system is hosted on a single, central platform/mainframe and is generally maintained by the state with information supplied by local jurisdictions. A hybrid is some combination of both systems described above.)**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (B1) below this line.]

Our statewide voter registration database system is top down hosted on servers in our office. Town and City Clerks use a remote desktop connection to enter data directly into the system.

[End response to above question (B1) above this line.]

**If your state uses a bottom-up or hybrid system, how often do local jurisdictions transmit registration information to the state list?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above clarification question to B1 below this line.]

N/A

[End response to above clarification question to B1 above this line.]

**B2. Please describe the process used in your state to move voters from the active list to the inactive list, and from the inactive list to the active list. Is a different process used for UOCAVA voters?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (B2) below this line.]

When the local election board believes a voter has moved out of the town or city, it directs the clerk to send a letter to the voter (there is a form letter in the statewide voter registration database) along with a response form for the voter to complete and return. The letter states that the board believes the voter has left the jurisdiction and is no longer entitled to be on the

voter registration checklist and asks the voter to complete the response form, sign it and return it to the town clerk.

For UOCAVA voter the form letter is modified to state that the local board believes that the voter has left the military or has returned to reside somewhere else in the United States and asks the voter to complete the response form that either he is still in the military or still living outside the U.S. or checks a box that he is no longer qualified to remain on the checklist.

A voter is returned to the active list if and when the voter returns the response form swearing that he continues to reside at a physical location within the town or city OR for UOCAVA voters swears that he still meets the requirements to remain on the voter registration checklist in the town or city.

[End response to above question (B2) above this line.]

**B3. Please describe your state's process for removing voters from the voter registration rolls (not merely moving them from active to inactive). Please include information regarding notices and confirmations. Are these procedures the same for UOCAVA voters?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (B3) below this line.]

A voter can be moved from active or challenged to purged (history) when any of the following occurs:

- the voter submits a change of address form to the town or to the DMV showing that the voter has moved to a different town or city for voting purposes,
- when the voter signs and returns the response form to the challenge letter stating that that he has moved from the town or city and stating that he can be removed from the checklist,
- when a death certificate or public notice of death is received,
- when a notice of voter registration in another town, city or state with the voter authorizing removal is received,
- or when any written authorization by the voter to remove his name from the checklist is provided to the town or city clerk.

Yes, the procedures are the same for UOCAVA voters except as explained above, it would occur when the voter left the military or an overseas citizen returned to reside in the United States.

If a voter does not respond to a challenge letter “the board of civil authority shall remove the voter's name from the checklist on the day after the second general election following the date of such notice, if the voter has not voted or appeared to vote in an election since the

notice was sent or has not otherwise demonstrated his or her eligibility to remain on the checklist.” 17 V.S.A. § 2150(d)(3)(B)(5)

The process for removing names from the checklist is described in 17 V.S.A. § 2150.

The process for adding names to the checklist is described in 17 V.S.A. §§ 2144b – 2146.

[End response to above question (B3) above this line.]

**B4. Can your state’s voter registration database (or equivalent) share information electronically with your state’s driver’s license agency (for example, to match records or trace changes in address)? Can your voter registration database be similarly linked with databases in any other state or federal agencies? Please describe these links, including any use of database matching to verify voter registration applications.**

     No Change Since 2012        X   Changed Since 2012

**2012 Response:**

[Begin response to above question (B4) below this line.]

Vermont DMV sends a file each night to a FTP site that our database automatically finds and uploads to our database so that the town clerk can click a button to find out if the DL# entered by the clerk matches the Driver’s license information provided by DMV. So it is not real time but only a 24 delay before the town clerk can verify all DMV data.

We match Driver’s license numbers as described above. For voters who do not have a DMV PID#, our staff deliver information to DMV staff who then use the AAMVA SSA system to verify the last 4 digits of the SSNs.

[End response to above question (B4) above this line.]

**B5. Please describe how your state uses National Change of Address (NCOA). What has been your state’s experience with NCOA?**

  X   No Change Since 2012           Changed Since 2012

**2012 Response:**

[Begin response to above question (B5) below this line.]

Vermont does not use the NCOA on a statewide basis. A limited number of large towns or cities may use the NCOA. Our understanding from past users is that this was not effective in providing better information to locate voters or to locate duplicates.

[End response to above question (B5) above this line.]

**B6. Please describe your state's voting eligibility requirements as they relate to individuals with a felony conviction. (For example, are convicted felons allowed to vote while in prison or while on parole or probation? Are voting rights automatically restored or does the individual have to apply for a pardon, certificate of eligibility or other similar certificate? Does an individual whose voting rights have been restored have to produce documentation of his/her status when registering to vote?)**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (B6) below this line.]

Vermont law allows convicted felons to continue to vote in the last place of residence immediately prior to incarceration—voting rights are not lost by conviction of a felony in Vermont. 17 V.S.A. § 2122(a).

This is N/A in Vermont because voting rights are not lost.

[End response to above question (B6) above this line.]

**B7. Does your state currently use the Internet in any way to facilitate voter registration? If yes, please describe how your state allows voters to use the Internet in the registration process (e.g., entire registration completed online; completed online but then must be printed, signed, and mailed by voter, etc.).**

       No Change Since 2012        X   Changed Since 2012

**2012 Response:**

[Begin response to above question (B7) below this line.]

We post a downloadable voter registration form that voter's can download, print, complete and mail.

[End response to above question (B7) above this line.]

## SECTION C: ELECTION ADMINISTRATION

**C1. Please describe how all votes cast at a place other than the voter's precinct of registration are tabulated (for example, please include descriptions of such votes as absentee ballots, mail-in ballots, votes cast at vote centers, provisional ballots, early voting locations, etc.).**

**a. Are the votes counted centrally or at the precincts?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (a) below this line.]

All ballots are counted at the polling place including early absentee ballots which are commingled during Election Day with ballots being voted at the polling place. Vote-by-Telephone ballots and Provisional ballots, if any (because we have a sworn affidavit procedure to allow a voter to be added at the polling place we should not have any provisional ballots to count), are counted centrally at the office of the Secretary of State. For example, in our state Primary Election conducted on September 9, 2008 there were no provisional ballots because town and city clerks correctly used the state sworn affidavit procedure to add voters who swear that he or she submitted a timely voter registration application to the checklist and the voters vote a regular ballot.

[End response to above question (a) above this line.]

**b. If centrally tabulated, are the votes redirected to the appropriate precinct for reporting in the canvass?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (b) below this line.]

The Vote by Telephone votes are added to the correct polling place for the final canvass.

[End response to above question (b) above this line.]

**c. Are the absentee, mail, etc., votes reported separately for each precinct, or are they added to the in-precinct results and reported as just a single number?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (c) below this line.]

Early absentee ballots are commingled at each precinct or polling place and reported in one polling place total. The total number of absentee votes is reported on the ORV but the absentees are included in the total votes cast as a asingle number.

[End response to above question (c) above this line.]

**d. How are UOCAVA ballots counted and reported?**

\_\_X\_\_ No Change Since 2012      \_\_\_\_\_ Changed Since 2012

**2012 Response:**

[Begin response to above question (d) below this line.]

UOCAVA ballots are generally early absentee ballots and are commingled and reported in one polling place total.

[End response to above question (d) above this line.]

**C2. Does your state require a reason for voting absentee, or does your state allow no-excuse absentee voting? (If a reason is required, please provide the legal citation.)**

\_\_X\_\_ No Change Since 2012      \_\_\_\_\_ Changed Since 2012

**2012 Response:**

[Begin response to above question (C2) below this line.]

No excuse needed.

[End response to above question (C2) above this line.]

**C3. Does your state provide for in-person early voting? If so, how is early voting defined? When early voting is used, are the ballots counted at the precinct or at a central location? How are these votes reported?**

\_\_X\_\_ No Change Since 2012      \_\_\_\_\_ Changed Since 2012

**2012 Response:**

[Begin response to above question (C3) below this line.]

Elections are administered at the town or city level in Vermont. Voters can go to the clerk's office to vote in the 45 days preceding the election. The early in-person ballots are commingled with all absentee ballots that are done through the mail and then all the early

absentee ballots are brought to the polling place on the Election Day and commingled with the ballots being voted on Election Day. All ballot types are counted together and reported as total votes for that polling place or precinct.

[End response to above question (C3) above this line.]

**C4. Do any jurisdictions in your state use a vote-by-mail system to replace (and not merely supplement) at-the-precinct voting in any elections?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (C4) below this line.]

No. However, there are a number of towns that regularly have over 30% of the voters use the early absentee ballot system.

[End response to above question (C4) above this line.]

**C5. Please list each of the situations that require a provisional ballot in your state. Please provide the relevant legal citation for each situation.**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (C5) below this line.]

There should not be any provisional ballots in Vermont because our state law allows any voter who would qualify for a provisional ballot to complete a sworn affidavit that is provided by statute and be added to the regular checklist and vote a regular ballot. 17 V.S.A. §2147(4).

On very limited occasions a citizen will misunderstand media reports about provisional ballots and may go to a polling place in a city or town where the citizen is not a resident (for example, to a polling place in the town where he works not where he resides.) If a voter does not live in the jurisdiction and therefore does not qualify for a provisional ballot, but insists that he can vote a provisional ballot, a clerk may provide the ballot but will tell the voter that it will not be counted, and will mark the provisional ballot envelope accordingly.

[End response to above question (C5) above this line.]

**C6. Does your state count provisional ballots of voters who are registered in different precincts, or are those ballots automatically rejected? Please describe the process used by local election officials in determining whether to count a provisional ballot.**

  X   No Change Since 2012             Changed Since 2012

## 2012 Response:

[Begin response to above question (C6) below this line.]

No. The voter must come to the correct polling place in the town where the voter resides. The local election official completes the certificate on the ballot by checking the appropriate boxes. The instructions on the envelope provide that the clerk can only mark the envelope that the ballot should be counted IF the voter will swear that he or she submitted a timely voter registration application and is otherwise qualified to register (US Citizen, over 18 and resident of the city or town.) IF the voter will so swear and is qualified, then the clerk should have used the Vermont Sworn Affidavit form and provided a regular ballot. So if our election officials understand our training, we will not have any provisional ballots that would ever be marked by the clerk to be counted. However, we may continue to encounter a few officials who do not understand the law. If this happens, then the provisional ballots are sent to the Office of the Secretary of State with the Official Return of Vote to be counted here—in our last election there were none so our training appears to be working—after 3 previous elections where we received limited numbers of provisional ballots where sworn affidavits should have been used.

[End response to above question (C6) above this line.]

**C7. Please describe your state's laws regarding post-election audits, if any. A post-election audit refers to hand-counting votes on paper records and comparing those counts to the corresponding vote counts originally reported, as a check on the accuracy of election results, and resolving discrepancies using accurate hand counts of the paper records as the benchmark.**

**If your state has post-election auditing, consider including in your response information such as the unit being audited (e.g., precincts, machines); the sampling method (e.g., fixed percentages); whether there is a specific trigger for the audit; the location of the random selection (e.g., state, county); and the races that can be audited.**

  X   No Change Since 2012             Changed Since 2012

## 2012 Response:

[Begin response to above question (C7) below this line.]

Vermont law authorizes the Secretary to conduct random post election audits within 30 days of the election. 17 V.S.A. §2493(2). The Secretary decided to conduct audits of 4 polling places following the 2006 and the 2010 General Elections. If the Secretary decides to conduct audits, the secretary selects polling places and the ballots are transported to our office on the date set for the audit by two local election officials. Local election officials are recruited to assist with the counting which is done using the same procedures that are used in hand count towns on Election Day.

[End response to above question (C7) above this line.]



**C8. Please describe any state requirements for poll worker training.**

       **No Change Since 2012**

   X    **Changed Since 2012**

**2012 Response:**

[Begin response to above question (C8) below this line.]

Currently, the Secretary of State's office is required to hold election workshops for clerks and other election officials. This is usually done in general election years, and clerks are required to attend such workshops at least once every two years. The new language says the SOS or his/her designee will hold the workshops. This allows VMCTA to partner with the SOS to hold additional trainings around the state. New language requires clerks to send a letter to the SOS in general election years, certifying that they have attended a training. (17 VSA sec. 2457)

[End response to above question (C8) above this line.]

## SECTION D: ELECTION DAY ACTIVITIES

**D1. Please describe your state's process for capturing "over-vote" and "under-vote" counts.**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (D1) below this line.]

The optical scan tabulators provide a count of over-votes and under-votes for each race. Hand count towns use tally sheets and make a tic mark for each overvote (spoiled) or undervote (blank) for each race.

[End response to above question (D1) above this line.]

**D2. What identification does your state require from voters in the following situations:**

**a. registering to vote;**

       No Change Since 2012        X   Changed Since 2012

**2012 Response:**

[Begin response to above question (a) below this line.]

None unless a voter is registering for the first time in VT and submits their registration form individually by mail—in this case the voter must also submit a copy of an approved form of ID as listed in the Help America Vote Act or the voter can provide the same range of id when he first votes.

[End response to above question (a) above this line.]

**b. casting an in-person ballot;**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (b) below this line.]

None, unless it is a first time voter that registered alone by mail as explained above.

[End response to above question (b) above this line.]

**c. casting a mail-in or absentee vote;**

☒ **X** **No Change Since 2012**      ☐ **Changed Since 2012**

**2012 Response:**

[Begin response to above question (c) below this line.]

None, unless first time voter as explained above in a.

[End response to above question (c) above this line.]

**d. casting a ballot under UOCAVA;**

☒ **X** **No Change Since 2012**      ☐ **Changed Since 2012**

**2012 Response:**

[Begin response to above question (d) below this line.]

None, unless first time voter as explained above in a.

[End response to above question (d) above this line.]

**e. any other stage in registration or voting process in which identification is required (please specify).**

☒ **X** **No Change Since 2012**      ☐ **Changed Since 2012**

**2012 Response:**

[Begin response to above question (e) below this line.]

NONE, only first time voters registering individually by mail as set out in HAVA must provide ID either with the submission of the application or the first time the person votes.

[End response to above question (e) above this line.]

**D3. Please describe your state's laws regarding access to the polling place for election observers. Election observers are people allowed inside the polling place who are not poll workers, election officials or voters. If decisions on access to observers are left to local jurisdictions, please explain.**

☒ **X** **No Change Since 2012**      ☐ **Changed Since 2012**

**2012 Response:**

[Begin response to above question (D3) below this line.]

Each organized political party, each candidate on the ballot not represented by a party, and each committee supporting or opposing any public question can have 2 representatives which we call poll watchers that can listen as names are given at the Entrance Checklist and observe the voting process. The “poll watchers” can only challenge a voter if they believe: 1. he is not in fact the person whose names appears on the checklist or 2. that he previously voted in the same election. 17 V.S.A. §2564

[End response to above question (D3) above this line.]

## SECTION E: OTHER

**E1. Under HAVA, Section 402, states are required to establish and maintain administrative complaint procedures to remedy grievances. Has your state revised its administrative complaint procedures since they were first implemented? If so, how?**

  X   No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (E1) below this line.]

VT adopted a detailed administrative complaint procedure to comply with HAVA and this has not been revised since its adoption. See 17 V.S.A. § 2458. Historically in Vermont, the Office of the Secretary of State has encouraged all citizens to contact this office with any questions or concerns about any aspect of municipal and state government including elections. Vermont has had a toll free number for calls for assistance since long before 1999 when I joined the agency. Any citizen calling on Election Day will have the opportunity to speak with the Secretary of State, the Deputy Secretary of State, or the Director of Elections to have questions answered.

[End response to above question (E1) above this line.]

**E2. Please add any additional comments or information about your state's election administration processes that would help to inform the EAC's interpretation of your data.**

       No Change Since 2012             Changed Since 2012

**2012 Response:**

[Begin response to above question (E2) below this line.]

When elections are administered at the municipal level with town clerks who are locally elected or appointed and elected boards of civil authority (local election boards), citizens are encouraged to observe the voting and counting process, the citizens tend to have confidence the election administration process. Since Vermont implemented the Sworn Affidavit to address the issues created by misdirected voter applications, local officials and our office receive very few complaints or concerns. Knock on wood, we have not yet had any citizen ask to file a written complaint.

Vermont only has ten (10) cities or towns with over 5,000 registered voters, so that most voters will know at least one of the election officials at the polling place. Even in our largest city elections are administered by wards of less than 5,000 registered voters so that the voters will know the officials.

Vermont has over 130 jurisdictions out of 246 cities and towns with less than 1,000 voters. Many of these town clerks work less than 20 hours per week, and quite a number work 1 day or less each week. In addition to elections, these clerks administer land records and many other duties. It is quite a burden on these very small jurisdictions to collect the data required by the EAC Surveys. Our staff works very hard to persuade the clerks to complete the EAC survey. However, the Office of the Secretary of State has no authority over these independently elected public officials. We can plead, beg, cajole, and encourage the clerks to do the reporting, but we have no supervisory authority to order any clerk to take any action.

[End response to above question (E2) above this line.]

\* The information collection associated with the Election Administration and Voting Survey is required for the EAC to meet its statutory requirements under the Help America Vote Act (HAVA) of 2002 (42 U.S.C. 15301), the National Voter Registration Act (NVRA) (42 U.S.C. 1973gg-1 et seq.), and the Uniformed and Overseas Citizens Absentee Voters Act (UOCAVA) (42 U.S.C. 1973ff-1). Respondent's obligation to reply to this information collection is mandatory as required under NVRA (42 U.S.C. 1973gg-1 et seq.) and UOCAVA (42 U.S.C. 1973ff-1). This part of the information collection is being requested to help the EAC to better understand state laws governing federal elections. Respondents include the fifty states, the District of Columbia, and the U.S. Territories. This information will be made publicly available on the EAC website ([www.eac.gov](http://www.eac.gov)). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is OMB Control No. 3265-0006 (expires 04/30/2017). The time required to complete this information collection is estimated to average 59 hours per state response. This estimate includes the time for reviewing the instructions, gathering information, and completing the form. Comments regarding this burden estimate should be sent the U.S. Election Assistance Commission – 2014 Election Administration and Voting Survey, 1335 East West Highway, Suite 4300, Silver Spring MD, 20910.