



Voter List Maintenance

IN THIS SPOTLIGHT

Voter list maintenance is the routine, ongoing work election officials perform to keep voter registration records accurate and current. It includes processing new registrations and updates, identifying voters who have moved or are no longer eligible, sending required notices, and reconciling records with other official sources of information.

AWARD-WINNING PROGRAMS



Address Assignment Audit - 2025 Award Winner

• *Humboldt County Office of Elections, California*

A low-cost precinct auditing program that uses free tools and manual review to identify and correct ballots assigned to the wrong precinct. The office also built a web app that other jurisdictions can adopt to flag potential issues in their own voter files.

WHAT TO BORROW

- ✓ Built with free tools and existing staff capacity – no specialized vendor required.
- ✓ Manual review process is documented and replicable for offices of any size.
- ✓ Companion web app is shared with other jurisdictions to extend the program's reach.

Learn more: Read the full program writeup → <https://www.eac.gov/clearinghouse-awards/2025-winner-innovations-or-new-practices-election-administration-california>

A Signature Solution: Helping First-Time Voters Make Their Votes Count - 2024 Award Winner

• *Jefferson County Clerk & Recorder, Colorado*



A signature collection postcard that lets first-time voters proactively add a second signature to their voter file through a QR-code-linked secure portal. The program reduces ballot rejections from signature mismatches and has since been replicated by other Colorado counties.

WHAT TO BORROW

- ✓ Targets a known failure point: first-time voters with only one signature on file.
- ✓ QR code plus secure portal keeps the process simple for voters and verifiable for staff.
- ✓ Replicable model already adopted by additional counties statewide.

Learn more: Read the full program writeup → <https://www.eac.gov/clearinghouse-awards/2024-winner-innovations-or-new-practices-election-administration-colorado>



Inside Election Administration Article Series -



2023 Award Winner

- *Alexander County Board of Elections, North Carolina*

A monthly column series in a local newspaper covering routine list maintenance topics, including National Change of Address mailings, no-contact mailings, and inactive voter procedures. The series helps the public understand work that often goes unseen and is frequently misunderstood.

WHAT TO BORROW

- ✓ Uses a trusted local outlet to reach voters who do not follow election news online.
- ✓ Demystifies routine processes that are common targets of misinformation.
- ✓ Low cost to produce and easy to adapt to other jurisdictions' local media.

Learn more: Read the full program writeup → <https://www.eac.gov/clearinghouse-awards/2023-winner-distinguished-voter-education-and-communications-initiatives-north>

CONTINUE EXPLORING

Browse every Clearinghouse Award-winning program by topic.

The full Index collects honoree programs from across the country and groups them by the work they address – from poll workers to security to accessibility and more – so you can find ideas already proven in the field.

See the full index:

[eac.gov/
clearinghouse awards index](https://www.eac.gov/clearinghouse-awards-index)

ABOUT THE CLEARINGHOUSE AWARDS

The EAC's annual Clearinghouse Awards – the "Clearies" – recognize outstanding work by election officials across the country, including innovations in areas like voter list maintenance, poll worker recruitment, accessibility, and communications.

ABOUT THIS SPOTLIGHT

Each spotlight focuses on a single area of election administration and surfaces programs that other offices can borrow from. Use this document as a quick reference, share it with peers, or pin it as a starting point for your next initiative.

