


**FINANCIAL STATUS REPORT**  
(Long Form)

(Follow instructions on the back)

**FILE COPY**

1. Federal Agency and Organizational Element to Which Report is Submitted <b>General Services Administration</b>		2. Federal Grant or Other Identifying Number Assigned By Federal Agency <b>39.011 Election Reform Payments Section 101</b>		OMB Approval No. <b>0348-0039</b>	Page of <b>1</b> of <b>2</b> pages
3. Recipient Organization (Name and complete address, including ZIP code) <b>Office of the Secretary of State, 148 State House Station, Augusta, ME 04933</b>					
4. Employer Identification Number <b>000000000</b>		5. Recipient Account Number or Identifying Number		6. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
7. Basis <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual					
8. Funding/Grant Period (See instructions) From: (Month, Day, Year) <b>4/1/2003</b>		To: (Month, Day, Year)		9. Period Covered by this Report From: (Month, Day, Year) <b>4/1/2003</b>	
				To: (Month, Day, Year) <b>12/31/2003</b>	
10. Transactions:					
		I Previously Reported		II This Period	
		III Cumulative			
a. Total outlays				27,440.88	
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		27,440.88	
Recipient's 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	
j. Federal share of net outlays (line d less line i)		0.00		27,440.88	
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)				27,440.88	
o. Total Federal funds authorized for this funding period				5,000,000.00	
p. Unobligated balance of Federal funds (Line o minus line n)				4,972,559.12	
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)				0.00	
11. Indirect Expense		a. Type of Rate (Place "X" in appropriate box) <input type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> 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 <b>John Smith, Deputy Secretary of State</b>				Telephone (Area code, number and extension) <b>207-626-8409</b>	
Signature of Authorized Certifying Official 				Date Report Submitted <b>January 20, 2004</b>	

Previous Edition Obsolete  
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200-498 P.O. 139 (Face)

Standard Form 289 (Rev. 7-97)  
Prescribed by OMB Circulars A-102 and A-110

## HAVA Expenses April 1 - December 31, 2003

### Maine Department of the Secretary of State

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#### 1 HAVA Training Expenses

A	Reimburse NASS for Maine's share of HAVA training conference	\$1,000.00	
B	Expense for staff to attend HAVA training conference	\$1,598.88	
C	NASS 2003 summer conference	\$3,137.18	
D	2003 Elections Conference for Municipal Elections Officials . . . . .	\$12,700.00	
	Total HAVA Training Expenses		\$18,436.06

#### 2 HAVA Advisory State Plan Committee Expenses

A	Fed Ex for mailing to State Planning Committee	\$91.79	
B	Travel Expenses to attend HAVA Advisory Committee Meetings	\$745.42	
C	Advertisement for State Plan Comment Period	\$1,569.92	
	Total HAVA Advisory State Plan Committee Expenses		\$2,407.13

#### 3 HAVA Compliance Expenses

A	Travel Expenses to attend CVR Committee Meeting	\$224.30	
B	Expenses to attend CVR site visit	\$238.02	
C	Misc expenses for HAVA mailing to Municipal election officials	\$162.14	
D	Produce new voter registration cards for HAVA mail requirements	\$4,675.00	
E	Advertise rules for HAVA Administrative Complaint Procedure	\$480.15	
	Total HAVA Compliance Expenses		\$5,779.61

#### 4 Misc

A	STA CAP (Program overhead expenses)	\$818.08	
	Total Misc Expenses		\$818.08

Total Expenses for period April 1 - Dec 31, 2003	\$27,440.88
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Interest income for period April 1 - Dec 31, 2003	\$41,147.66
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