

**CONSOLIDATED REPORT**  
**On HAVA TITLE II, SECTION 251 FUNDS**

For The Period  
October 1, 2003 Through September 30, 2004

Prepared by the Rhode Island:

Office of the Secretary of State  
Board of Elections


440405.898

## **I. Standard Form 269**

# FINANCIAL STATUS REPORT

(Short Form)

(Follow instructions on the back)

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 HAVA Title II		OMB Approval No. 0348-0039	Page 1	of 1 pages
3. Recipient Organization (Name and complete address, including ZIP code) State of Rhode Island and Providence Plantations Office of the Secretary of State 217 State House Providence, Rhode Island 02903						
4. Employer Identification Number [REDACTED]		5. Recipient Account Number or Identifying Number RI HAVA Election Fund		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) 4/30/2003		To: (Month, Day, Year) OPEN		9. Period Covered by this Report From: (Month, Day, Year) 10/01/2003		To: (Month, Day, Year) 09/30/2004
10. Transactions				I Previously Reported	II This Period	III Cumulative
a. Total outlays				0.00	1,525,117.40	1,525,117.40
b. Recipient share of outlays				0.00	0.00	0.00
c. Federal share of outlays				0.00	1,525,117.40	1,525,117.40
d. Total unliquidated obligations						500,240.00
e. Recipient share of unliquidated obligations						0.00
f. Federal share of unliquidated obligations						500,240.00
g. Total Federal share (Sum of lines c and f)						2,025,357.40
h. Total Federal funds authorized for this funding period						4,150,000.00
i. Unobligated balance of Federal funds (Line h minus line g)						2,124,642.60
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. Regarding item 10. h. The amount indicated in this field represents the total authorized FFY 2003 and certified for disbursement but not actually received until 10/1/2004.						
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 Marianne J. Beirne, Director of Personnel & Finance				Telephone (Area code, number and extension) 401-222-2299		
Signature of Authorized Certifying Official 				Date Report Submitted 03/30/2005		

## II. Expenditures

*Only to meet HAVA Title III requirements for:*

*1. Equipment that meets voting systems standards;*

Secretary of State	\$ 0.00
Board of Elections	<u>\$ 0.00</u>
Total	\$ 0.00

*2. Provisional voting;*

Secretary of State	\$ 0.00
Board of Elections	<u>\$ 0.00</u>
Total	\$ 0.00

*3. Voting information;*

Secretary of State	\$ 0.00
Board of Elections	<u>\$ 0.00</u>
Total	\$ 0.00

*4. Statewide voter registration list;*

Secretary of State	\$1,525,117.40
Board of Elections	<u>\$ 0.00</u>
Total	\$1,525,117.40

*5. Voters who register by mail;*

Secretary of State	\$ 0.00
Board of Elections	<u>\$ 0.00</u>
Total	\$ 0.00

*\* Exception: States can use these funds for other improvements to the administration of Federal elections only after meeting Title III requirements; or if the amount is not more than the minimum payment (2003=\$4,510,000; 2004=\$7,229,205; Total=\$11,596,803.*

### **III. Voting Equipment**

*Not applicable during this period.*

## IV. Analysis and Description

### *ACTIVITIES FUNDED BY THE OFFICE OF THE SECRETARY OF STATE TO MEET HAVA REQUIREMENTS AND HOW SUCH ACTIVITIES CONFORM TO THE SUBMITTED STATE PLAN*

From October 2003 to September 2004 the Office of the Secretary of State spent Title II monies on activities to procure a computerized statewide voter registration list, i.e. the central voter register system (CVRS).

In anticipation of federal funds appropriated under HAVA, Rhode Island enacted RIGL 17-6-1.2 which provides for a statewide database maintained by the secretary of state and provides (1) All necessary hardware and software for the thirty-nine (39) local boards of canvassers to maintain their local voter registration records; (2) All necessary hardware and software for the electronic integration of voter registration records from the division of motor vehicles; (3) All necessary hardware and software for the electronic integration of voter registration records from certain agencies processing voter registrations in accordance with § 17-9.1-8 where the secretary of state finds that the number of registrations processed warrants the electronic integration; and (4) Additional terminals for access to the voter files as determined by the secretary of state.

Pursuant to this section of the law, local boards would continue to have the responsibility and sole authority for any addition, correction, or deletion of information from their local voting records, and the Office of the Secretary of State, or the designee of the secretary of state, would provide training and technical support for all local boards of canvassers in the operation and maintenance of their local voter registration system.

Title II HAVA funds were spent on the following areas:

#### **1. Procurement of the CVRS**

In order to procure the best system for the State of Rhode Island, the Office of the Secretary of State organized and conducted a vendor fair prior to issuing its RFP. Representatives from a dozen vendors participated in the 2-day event attended by over 100 people including state and local elected officials, local boards of canvassers, special interest groups and the public.

Recognizing that the 39 cities and towns and the State Board of Elections are critical partners in the implementation of the CVRS, the Office of the Secretary of State invited interested local boards of canvassers and representatives from the State Board of Elections to serve on a special task force to review and make comments on the RFP before it was released.

Legal counsel was engaged to review the RFP in conjunction with state and federal law and to assure that the CVRS being purchased would meet all the HAVA requirements.

#### **2. Purchase of CVRS**

canvassers, the State Board of Elections and the Office of the Secretary of State. The contract was awarded to Covansys and included the development and installation of the Rhode Island CVRS as well as training of users and a support agreement. Our legal counsel in conjunction with the State's Purchasing Department reviewed the final language of the contract and monitored the work completed at each phase of the project.

### **3. Purchase of Equipment**

In order to obtain the best prices possible, the Office of the Secretary of State included the option in the RFP to purchase all hardware separately. The State of Rhode Island has a Master Price Agreement with Dell Marketing LP that enabled us to purchase hardware at a cost below that quoted by the vendor.

### **4. Installation of the CVRS**

To assure that all 39 cities and towns would be connected to the web-based CVRS in a secure, manageable and efficient system, the Office of the Secretary of State connected all users through RINET-MUNI, a network designed specifically to support state to municipal network communication. Additionally, the Office of the Secretary of State procured the services of a network specialist to install the workstations for each of the users in accordance with security procedures set forth by the Secretary of State's IT Department and in consideration of the specific and unique requirements of some of the local boards of canvassers.

### **5. Conversion of Data**

In Rhode Island, the 39 cities and towns had maintained their voter registration data in separate and unique databases. In order to assure the accurate transfer of data, whenever possible, the Office of the Secretary of State contracted with vendors of the legacy systems to standardize the legacy data for conversion into the new CVRS. In Rhode Island we were able to successfully electronically convert the voter registration files for all 39 cities and towns as well as any voter history provided by the municipalities.

### **6. Functionality of the CVRS**

The Office of the Secretary of State contracted with retired local election officials to assist in the testing of the CVRS functions. This task force of retired election officials worked in conjunction with the current users and the Office of the Secretary of State to test the functionality of the system as each module was being prepared for installation.