

FINANCIAL STATUS REPORT
(Long Form)

(Follow Instructions on previous pages and next page)

1. Federal Agency and Organizational Element to Which Report is Submitted. Elections Assistance Commission		2. Federal Grant or Other Identifying Number Assigned By Federal Agency 39.011 Section 101		OMB Approval No. 0348-0039	Page 1 of 1 Pages
3. Recipient Organization (Name and complete address, including ZIP codes) Office of the Secretary of State, Elections Division PO Box 40229 Olympia, WA 98504-0229					
4. Employer Identification Number [REDACTED]		5. Recipient Account Number or Identifying Number [REDACTED]		6. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No	
7. Basis <input type="checkbox"/> Cash <input checked="" type="checkbox"/> X Accrual					
8. Funding Grant Period (See instructions) From: (Month, Day, Year) 4/23/03		To: (Month, Day, Year) Undetermined		9. Period Covered by This Report From: (Month, Day, Year) January 1, 2004 To: (Month, Day, Year) December 31, 2004	
10. Transactions:		I Previously Reported	II This Period	III Cumulative	
a. Total outlays		89,289.43	15,571.29	104,860.72	
b. Refunds, rebates, etc.					
c. Program income used in accordance with the deduction alternative					
d. Net outlays (Line a, less the sum of lines b and c)		89,289.43	15,571.29	104,860.72	
Recipients 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	
j. Federal share of net outlays (line d less line i)		89,289.43	15,571.29	104,860.72	
k. Total unliquidated obligations				0.00	
l. Recipients share of unliquidated obligations				0.00	
m. Federal share of unliquidated obligations				0.00	
n. Total Federal share (sum of lines j and m)		89,289.43	15,571.29	104,860.72	
o. Total Federal funds authorized for this funding period				6,098,449.00	
p. Unobligated balance of Federal funds (Line o minus line n)				5,993,588.28	
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)					
11. Indirect Expenses		a. Type of Rate (Place "X" in appropriate box) <input checked="" 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 Cathy Turk, Financial Services Manager				Telephone (area code, number and extension) (360) 586-1116	
Signature of Authorized Certifying Official				Date Report Submitted	

FINANCIAL STATUS REPORT (Long Form)

Public reporting burden for the collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding the burden estimates or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0039), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.

Please type or print legibly. The following general instructions explain how to use the form itself. You may need additional information to complete certain items correctly, or to decide whether a specific item is applicable to this award. Usually such information will be found in the Federal agency's grant regulations or in the terms and conditions of the award (e.g., how to calculate the Federal share, the permissible uses of program income, the value of in-kind contributions, etc.). You may also contact the Federal agency directly.

Item	Entry	Item	Entry
1, 2 and 3	Self-explanatory.	10c	Enter the amount of program income that was used in accordance with the deduction alternative.
4	Enter the Employer Identification Number (EIN) assigned by the U.S. Internal Revenue Service.	Note:	Program income used in accordance with other alternatives is entered in lines q, r, and s. Recipients reporting on a cash basis should enter the amount of cash income received; on an accrual basis, enter the program income earned. Program income may or may not have been included in an application budget and/or a budget on the award document. If actual income is from a different source or is significantly different in amount, attach an explanation or use the remarks section.
5	Space reserved for an account number or other identifying number assigned by the recipient.		
6	Check yes only if this is the last report for the period shown in item 8.		
7	Self-explanatory.		
8	Unless you have received other instructions from the awarding agency, enter the beginning and ending dates of the current funding period. If this is a multi-year program, the Federal agency might require cumulative reporting through consecutive funding periods. In that case, enter the beginning and ending dates of the grant period, and in the rest of these instructions, substitute the term "grant period" for "funding period".	10d.	e, f, g, h, i, and j. Self-explanatory.
		10k.	Enter the total amount of unliquidated obligations, including unliquidated obligations to subgrantees and contractors. Unliquidated obligations on a cash basis are obligations incurred, but not yet paid. On an accrual basis, they are obligations incurred, but for which an outlay has not yet been recorded. Do not include any amounts on line 10k that have been included on lines 10a and 10j.
9	Self-explanatory		On the final report, line k must be zero.
10	The purpose of columns I, II and III is to show the effect of this reporting period's transactions on cumulative financial status. The amounts entered in column I will normally be the same as those in column III of the previous report <i>in the same funding period</i> . If this is the first or only report of the funding period, leave columns I and II blank. If you need to adjust amounts entered on previous reports, footnote the column I entry on this report and attach an explanation.	10l.	Self-explanatory.
		10m.	On the final report, line 10m must also be zero.
10a	Enter total gross program outlays. Include disbursements of cash realized as program income if that income will also be shown on lines 10c or 10g. Do not include program income that will be shown on lines 10r or 10s. For reports prepared on a cash basis, outlays are the sum of actual cash disbursements for direct costs for goods and services, the amount of indirect expense charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subrecipients. For reports prepared on an accrual basis, outlays are the sum of actual cash disbursements for direct charges for goods and services, the amount of indirect expense incurred, the value of in-kind contributions applied, and the net increase or decrease in the amounts owed by the recipient for goods and other property received, for services performed by employees, contractors, subgrantees and other payees, and other amounts becoming owed under programs for which no current services or performances are required such as annuities, insurance claims, and other benefit payments.	10n.	o, p, q, r, s and t. Self-explanatory.
		11a.	Self-explanatory.
		11b.	Enter the indirect cost rate in effect during the reporting period.
		11c.	Enter the amount of the base against which the rate was applied.
		11d.	Enter the total amount of indirect costs charged during the report period.
		11e.	Enter the Federal share of the amount of 11d.
		Note:	If more than one rate was in effect during the period shown in item 8, attach a schedule showing the bases against which the different rates were applied, the respective rates, the calendar periods they were in effect, amounts of indirect expense charged to the project, and the Federal share of indirect expense charged to the project to date.
10b	Enter any receipts related to outlays reported on the form that are being treated as a reduction of expenditure rather than income, and were not already netted out of the amount shown as outlays on line 10a.		

February 28, 2005

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

Dear Commissioners:

Please find attached narrative report on HAVA Title I funds. If you have any questions regarding any information provided herein, please contact Lori Guerrero at 360-902-4169 or lguerrero@secstate.wa.gov.

Sincerely,

Nick Handy
Director of Elections

HAVA TITLE I FUNDS

Washington State Narrative Report

Calendar year January 1 - December 31, 2004

Analysis and description of activities

Title 1, Section 101 HAVA funds.

Washington State received \$6,098,449.00 under Title I, section 101 of the Help America Vote Act. As indicated in Washington's State Plan, the state shall use the funds provided under a payment made under this section to carry out one or more of the following activities:

- a. complying with the requirements under title III;
- b. improving the administration of elections for Federal office;
- c. educating voters concerning voting procedures, voting rights, and voting technology;
- d. training election officials, poll workers, and election volunteers;
- e. developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II;
- f. improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes;
- g. improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language; and
- h. establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.

In accordance with HAVA and our State plan, the following activities have been funded:

1. **Educating voters** – In accordance with section 4(c) of the State Plan, \$32,389.76 was spent on voter education and outreach.
2. **Election worker training** - In accordance with section 4(a) of the State Plan, \$937.50 was spent for training election officials, which will assist the state in meeting the requirements of Title III of HAVA.

3. **Acquiring equipment for counting votes** – In accordance with section 3 of the State Plan, \$38,861.26 was granted to Pend Oreille County to purchase new vote tallying equipment. Replacing this equipment improves the administration of elections for federal office.
4. **HAVA Administration** – In order to efficiently administer HAVA, \$36,366.26 was spent on HAVA Administration on the following:
 - ✚ wages and benefits for the HAVA Coordinator that was hired in July 2004;
 - ✚ office supplies for the administration of HAVA;
 - ✚ training, conferences and travel for the HAVA coordinator;
 - ✚ equipment and phone bills; and
 - ✚ administration of the Grant Advisory Board.

Title 1, Section 102 HAVA funds.

Washington State received \$6,799,430.00 under Title I, section 102 of the Help America Vote Act. Funds provided under this section may only be used for the replacement of punch card or lever voting systems. Washington has sixteen counties that qualify for punch card replacement under this section.

The state was not able to meet the January 1, 2004 punch card replacement date and applied for a waiver. The state has ensured that all of the punch card voting systems in qualifying precincts in Washington State will be replaced in time for the first election for Federal office held after January 1, 2006.

In accordance with HAVA and our State plan, the following has been paid out of section 102 funds:

1. **Yakima County** received a grant for \$518,327.14 in August 2004 to replace their punch card voting system with proprietary voting equipment from Hart Intercivic. Since the total cost to the county was \$887,041.96, they may apply for a supplemental grant to cover the additional costs after April 1, 2005.

Number and type of articles of voting equipment.

Yakima County purchased 195 eSlate DRE units and 40 eSlate Disability Access units as part of their contract with HART Intercivic for punch card replacement. However, since HAVA only paid approximately 60% of the costs, equipment attributable to HAVA is as follows:

- ✚ 117 eSlate DRE Units
- ✚ 27 eSlate Disability Access units

Other.

Prior to receiving the State Match and the Section 251 funds from the EAC, many HAVA related activities were paid out of section 101 funds. Once the State Match was appropriated, Journal Vouchers were made to transfer funds from section 101 to the State match or section 251 funds. This will account for the \$89,289.43 difference between the figures reported on the SF269 and in the Narrative.