

MARYLAND

**STATE BOARD OF ELECTIONS**

P.O. BOX 6486, ANNAPOLIS, MARYLAND 21401-0486 PHONE (410) 269-2840

Linda H. Lamone, Esq.  
*Administrator*

Timothy G. Augustine  
*Deputy Administrator*



Ross Goldstein  
Terry Holliday  
*Candidacy and Campaign Finance*

January 16, 2004

**ORIGINAL**

**VIA FACSIMILE AND FEDERAL EXPRESS**

Stephen Kulenguski  
Office of Budget  
General Services Administration  
Room 2140  
1800 F Street, NW  
Washington, DC 20405

Dear Mr. Kulenguski:

I am pleased to submit to the General Services Administration the Financial Status Report (Standard Form 269A) for the Maryland State Board of Elections detailing the use of the Help America Vote Act (HAVA) grant money. Two reports (separate reports were completed for the Title 1 Section 101 and Section 102 funds) are being submitted as well as a summary sheet outlining the expenses. The original copies of this information will be sent to you in the mail today via Federal Express.

Thank you for your assistance in completing the report and please contact me at (410) 269-2848 if you have any questions.

Sincerely,

*Beth A. Buck*



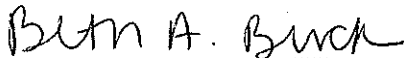
Beth A. Buck  
Budget Officer

Attachments

**ORIGINAL****FINANCIAL STATUS REPORT**

(Short Form)

(Follow instructions on the back)

|  |   |  |   |  |   |
|--|---|--|---|--|---|
| 1. Federal Agency and Organizational Element to Which Report is Submitted<br><br>General Services Administration   |   | 2. Federal Grant or Other Identifying Number Assigned By Federal Agency<br><br>39.011, Title 1, Section 101                            |   | OMB Approval No.<br><b>0348-0039</b>   | Page 1 of 2 pages   |
| 3. Recipient Organization (Name and complete address, including ZIP code)<br>Maryland State Board of Elections<br>P.O. Box 6486<br>Suite 200<br>151 West Street<br>Annapolis, MD 21401   |   |  |   |  |   |
| 4. Employer Identification Number<br>   |   | 5. Recipient Account Number or Identifying Number<br> |   | 6. Final Report<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                     | 7. Basis<br><input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual |
| 8. Funding/Grant Period (See Instructions)<br>From: (Month, Day, Year)<br>4-11-03  |   | To: (Month, Day, Year)<br>open   |   | 9. Period Covered by this Report<br>From: (Month, Day, Year)<br>4-11-03 To: (Month, Day, Year)<br>12-31-03 |   |
| 10. Transactions   |   | I<br>Previously<br>Reported  |   | II<br>This<br>Period   |   |
| a. Total outlays   |   |  |   | 3,241,966.81   |   |
| b. Recipient share of outlays  |   |  |   | 2,934,342.68   |   |
| c. Federal share of outlays  |   |  |   | 307,624.13   |   |
| d. Total unliquidated obligations  |   |  |   | 0  |   |
| e. Recipient share of unliquidated obligations   |   |  |   | 0  |   |
| f. Federal share of unliquidated obligations   |   |  |   | 0  |   |
| g. Total Federal share (Sum of lines c and f)  |   |  |   | 307,624.13   |   |
| h. Total Federal funds authorized for this funding period  |   |  |   | 5,636,731.00   |   |
| i. Unobligated balance of Federal funds (Line h minus line g)  |   |  |   | 5,329,106.87   |   |
| 11. Indirect Expense   | a. Type of Rate (Place "X" in appropriate box)<br><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.<br>The response to question number 5 reports a new bank account number since the funds were received. |   |  |   |  |   |
| 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<br>Beth A. Buck, Budget Officer  |   |  | Telephone (Area code, number and extension)<br>(410) 269-2848 |  |   |
| Signature of Authorized Certifying Official<br>   |   |  | Date Report Submitted<br>1-16-04                              |  |   |

Maryland State Board of Elections  
Summary Sheet for the Standard Form 269A Financial Status Report Submitted to GSA  
HAVA (39.011) Title 1 Section 101  
Reporting Period: Through 12-31-03

ORIGINAL

| Funding Source                      | Expenditure Amount | Comment                                       |
|-------------------------------------|--------------------|---|
| Federal funds                       | 45,806.77          | Salary for HAVA project manager (4/03 -12/03) |
| Federal funds                       | 250,553.86         | User acceptance testing of the DRE units      |
| Federal funds                       | 11,263.50          | Security analysis of the DRE units            |
| Total Federal funds                 | 307,624.13         |   |
| Maryland general funds              | 2,685,547.73       | Payments for the purchase of the DRE units    |
| Maryland general funds              | 248,794.95         | Services performed by the DRE vendor          |
| Total Maryland general funds        | 2,934,342.68       |   |
| Total Expenses for reporting period | 3,241,966.81       |   |

Submitted by:  
Beth A. Buck  
Budget Officer  
Maryland State Board of Elections  
(410) 269-2848

1/16/04