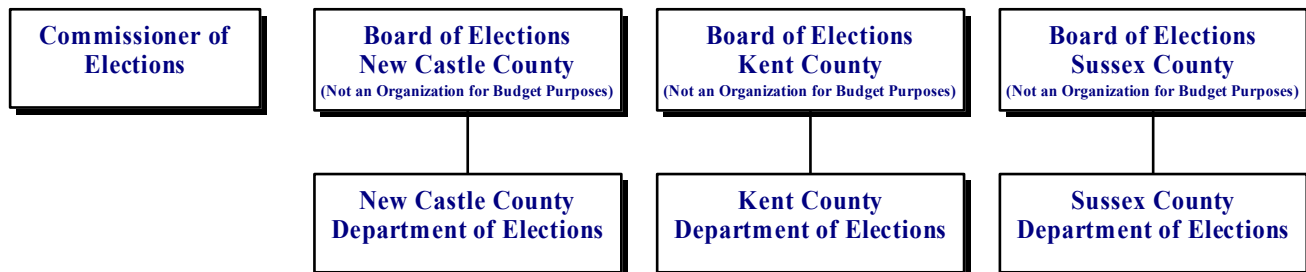


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Elections



MISSION

The mission of the Department of Elections is to provide for and to maintain a voter registration system for the citizens of Delaware and to provide citizens with the information and the means to participate, and to manage the conduct of elections and report the results of conducted elections.

KEY OBJECTIVES

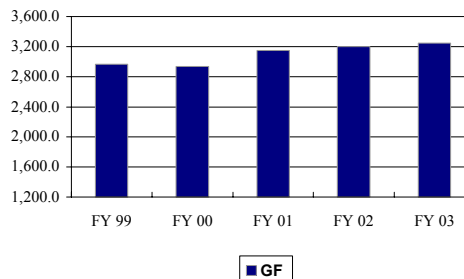
- Ensure the standard administration of Delaware Election Laws.
- Use technology to improve services to Delaware citizens here and abroad.
- Conduct elections for Delaware citizens from presidential primaries to school and town elections.

BACKGROUND AND ACCOMPLISHMENTS

The Department of Elections has led the nation in developing the first statewide electronic voting system. Elections have been successfully conducted on all regional levels.

The Polling Place Locator is an online program designed to enable voters to search for their election districts and polling places. It is an anywhere, anytime availability service to citizens.

Five-Year Appropriation History



FUNDING

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	3,141.9	3,247.8	3,308.3
ASF	--	--	--
TOTAL	3,141.9	3,247.8	3,308.3

POSITIONS

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	43.0	43.0	43.0
ASF	--	--	--
NSF	--	--	--
TOTAL	43.0	43.0	43.0

FY 2004 BUDGET HIGHLIGHTS

OPERATING BUDGET:

- ◆ Recommend one-time funding of \$1,000.0 in the Budget Office's contingency for the 2004 Presidential Primary Elections.

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COMMISSIONER OF ELECTIONS **70-01-01**

MISSION

To lead the department in developing and executing sound election policies and standard practices. To provide a comprehensive mechanism for campaign finance reporting and public access of services and information.

KEY OBJECTIVES

- Make available all information relevant to maintaining the state's election and voter registration process, citizen participation and educational programs.
- Facilitate the exchange of necessary information between divisions within the Department of Elections, and among other state agencies, school districts, local governments and the public.
- Maximize effectiveness and efficiency by improving the department's delivery of services and operational readiness through the use of appropriate technology and fiscal controls.
- Develop and coordinate statewide programs to improve the department's response to client requests services.

BACKGROUND AND ACCOMPLISHMENTS

The Office of the Commissioner provides additional and expanded services as required by state and federal laws and as necessary for citizen involvement in the electoral process.

Campaign finance reporting is available through an online Internet program (CFIS) providing anywhere, anytime availability. This year a document scanning project has produced Internet access to campaign finance reports filed in paper form.

The office provides training and support to persons in state agencies such as agency-based registrars (Motor Voter) and to Delaware residents who request training as registrars in accordance with the Organized Voter Registration Act. Additional training is offered to familiarize the electorate with electronic voting machines.

The office participates in national voter training initiatives, specifically Student/Parent Mock Election in

cooperation with the Office of the Secretary of State, the Department of Education, and the League of Women Voters. This project will continue as an outreach program for the department as a voter education program. The project has grown to provide an online voting program available in every school district.

FUNDING

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	891.9	1,211.6	1,227.1
ASF	--	--	--
TOTAL	891.9	1,211.6	1,227.1

POSITIONS

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	11.0	11.0	11.0
ASF	--	--	--
NSF	--	--	--
TOTAL	11.0	11.0	11.0

ACTIVITIES

- Administer and coordinate the departments statewide and federal programs, such as, the Organized Voter Registration Program which involves training voter registrars throughout the state.
- Provide centralized support for each county Department of Elections, candidates, political parties and the public, including increased availability of electronic data.
- Monitor the voter registration process and database.
- Increase support and technical assistance to candidates and committees due to additional reporting dates for campaign finance reports.
- Verify the felon's right-to-vote statute.
- Implement programs that provide access to information during non-regular business hours.
- Verify voters' addresses under the National Voter Registration Act (Motor Voter).

PERFORMANCE MEASURES

	FY 2002 Actual	FY 2003 Budget	FY 2004 Gov. Rec.
# candidate committees	648	1,025	1,639
# political party committees	96	111	144
# political action committees	154	178	28
# referenda elections	12	8	12
# school board elections	15	15	15

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NEW CASTLE COUNTY DEPARTMENT OF ELECTIONS ***70-02-01***

MISSION

The Department of Elections for New Castle County serves the citizens of New Castle County by registering voters, developing and conducting outreach programs, and conducting primary, general, special and public school elections in accordance with state and federal laws.

KEY OBJECTIVES

- Provide prompt and courteous service to all customers.
- Conduct all elections mandated by 14 and 15 Del. C. in an efficient, fair, and impartial manner.
- Register to vote all eligible permanent residents of the State of Delaware who submit a complete and accurate voter registration application.
- Educate the public in the use of the electronic voting machine and the election process.
- Remove ineligible voters from the voting rolls in accordance with state and federal laws.
- Enhance the department's productivity through application of technology and redesign of tasks.

BACKGROUND AND ACCOMPLISHMENTS

The 2000 Primary and General Elections marked Delaware as a state with a sound and well-functioning election system. Delaware's statewide voter registration database, election system, policies and procedures and voting system are the model that many are seeking to emulate.

Delaware, however, did experience many of the same problems, though not to the same degree, that were highlighted in the national examination of Florida's election system. These problems include:

- a relatively high percentage of people who voted but who did not vote for President (7,886 people in New Castle County - 3.6 percent of those who voted);
- voters who had difficulty operating voting machines;
- poll workers who did not follow the correct procedures;

- polling places that were not accessible to some disabled voters; and
- the large volume of requests for absentee ballots and voted ballots placing considerable strain on staff, resources, and polling places.

The General Assembly completed their redistricting work almost a year late. This placed considerable stress on the department during the critical period prior to the 2002 Primary and General Elections. Although the department completed all required actions in record time, the department continues to find and fix problems with the assignment of voters to election districts and has made several adjustments to election district lines and polling places at the request of the public and legislators. It is anticipated that other adjustments will be implemented following the 2002 General Election.

As a result, the Department of Elections, NCC will enhance programs that educate the voter in his/her responsibilities, train poll workers and find fully accessible polling places.

Additionally, some administrative changes have been made in the absentee voting to improve efficiency. Additional changes need to be made. Some changes require minimal investment in programming and equipment. For example, the use of bar codes on voucher envelopes would expedite the accounting for returned ballots and e-mail messages automatically generated to notify absentee applicants of the status of their application and ballot. While the above changes have and would improve the administration of the program, the implementation of a central count optical scan system is necessary to reduce the workload in the polling places and provide for a more accurate accounting and initial reporting of the absentee votes on election night.

The agency-based registration program implemented in January 1994 changed the way the department works. The registration workload, instead of being concentrated in the months before an election, is now spread out over the 24 months between elections. There is still a spike in registration activity in the months before a general election, but it is much smaller than in past years.

The following table shows the number of voter registration transactions completed by the department during the past ten fiscal years. Starting in Fiscal Year 1999, the number of change of address transactions exceeded the number of new registrations for the first time.

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Summary of Principal Transactions FY 1994 to FY 2002

	New Voters	Address Change	Name Change	Party Change	TOTAL
FY 1994	12,858	5,139	1,116	490	19,603
FY 1995	24,879	12,553	2,460	1,712	41,604
FY 1996	22,917	12,664	2,592	1,716	39,889
FY 1997	28,644	19,438	3,790	3,275	55,147
FY 1998	18,051	14,848	2,471	624	35,994
FY 1999	18,703	23,543	3,022	2,348	47,616
FY 2000	14,874	22,092	2,921	1,692	41,579
FY 2001	20,379	28,569	3,527	3,860	56,335
FY 2002	12,152	22,204	3,059	664	38,079

The department uses the address verification program to correct and update records, or remove voters who have moved out-of-state from the voter registration rolls. Since the implementation of this program in 1994, the department has been able to update the records or remove as registered voters approximately 40 percent of those to whom notices were mailed. This is an important program in maintaining the voter registration rolls. The department is still using a stand-alone database program to manage the program. The process still needs to be integrated into the state's election system to significantly improve effectiveness and efficiency.

Address Verifications 1994 - 2002

YEAR	Total Mailed	Replies	No Response	Not Deliverable
1994	301	202	66	33
1995	1,474	645	405	424
1996	1,705	732	611	362
1997	4,065	1,522	1,568	975
1998	4,502	1,958	1,902	642
1999	2,324	681	984	659
2000	4,953	1,418	2,250	1,285
2001	2,364	578	1,067	719
*2002	3,005	424	1,464	1,117

*Jan. 1 to Oct. 6.

The various programs for removing voters have been moderately successful in maintaining the voter registration rolls. The department continues to look for ways of improving the effectiveness of the program; however, the constraints imposed by federal legislation limit the alternatives available.

Voter Removals 1999 - 2002

Year	Deceased	NVRA Removal	Moved from State	Board Action	TOTAL
1999	2,543	6,630	715	13	9,901
2000	2,250	1,465	1,571	13	5,299
2001	2,129	3,324	1,071	6	6,530
*2002	3,567	1,489	1,082	6	6,144

*Jan 1. to Oct. 14

The department continues to use technology to implement positive changes in planning, preparation and conduct of elections. Electronic voting machines have improved the accuracy of election night results and facilitated the official canvass. An interactive voice response telephone system greatly increased the department's capacity to deliver critical information to voters, provide more timely election day responses to the voters, and provide vital information to the people working at the polling places. The system handled almost 11,000 calls on November 7, 2000. Most of those people received an answer to their inquiry without having to talk to a live person. As compared to past general elections, those who needed or wanted to talk to a person had a much greater probability of getting through.

The department conducts school board member elections and school referendums. It also supports numerous municipal, student government and union elections. For each election, the department produces machine ballots, absentee ballots (in some instances) and certification documents. The department also trains the individuals charged with operating the voting machines.

The department publishes a website that provides information regarding elections, the voting process, absentee voting and voter registration to the public.

The 2000 General Election was the biggest ever in New Castle County and Delaware. The extensive preparation by Delaware's election community made it one of the best elections ever held within the state. The department will further build on its success by:

- continuing the Election Officer Focus Group that suggested changes in the training of election officers and in polling place procedures;
- continuing the Disability Working Group with the goal of enhancing services to the disabled;
- continuing the Polling Place Signage program that improved marking of polling places;
- continuing and enhancing the election officer recruitment program that refreshed and replenished the department's supply of election officers;
- continuing voter registration drives at the libraries in New Castle County;

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- continuing the program of assigning persons to serve as greeters at buildings where two or more election districts voted;
- refining the administration of the absentee voting program; and
- enhancing the poll worker training and voter education programs.

FUNDING

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	1,177.6	1,019.1	1,044.2
ASF	--	--	--
TOTAL	1,177.6	1,019.1	1,044.2

POSITIONS

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	17.0	17.0	17.0
ASF	--	--	--
NSF	--	--	--
TOTAL	17.0	17.0	17.0

PERFORMANCE MEASURES

Voter Registration Transactions

	FY 2002 *Actual	FY 2003 Budget	FY 2004 *Gov. Rec.
New voters	12,152	18,000	22,000
Change - address	22,204	28,000	30,000
Change - name	3,059	3,700	4,000
Change - party	644	2,500	2,500
Total	38,059	52,200	58,500

* Election Years

Cancelled Voter Registrations

	FY 2002 Actual	FY 2003 Budget	FY 2004 Gov. Rec.
Deceased	3,991	3,000	3,000
Verification programs	2,200	4,000	4,000
Moved out of state	1,335	1,500	1,500
Board action	9	12	12
Total	7,535	8,512	8,512

Absentee Ballots*

	FY 1998 Actual	FY 2002 Proj.	FY 2006 Proj.
Total Voted Ballots **	2,025	3,515	4,500

*Non- Presidential Elections

** Ballots returned and sent to polling places.

KENT COUNTY DEPARTMENT OF ELECTIONS

70-03-01

MISSION

The Kent County Department of Elections serves the residents of Kent County and the State of Delaware with the operation of voter registration programs, and the conduction of all elections in accordance with state and federal laws.

KEY OBJECTIVES

- Perform all duties related to conducting an election pursuant to state and federal laws.
- Provide information to the public, candidates and political parties regarding election laws, rules and regulations, and registration requirements.
- Conduct school elections mandated by Title 14 Del. C.; there are five schools that Kent County Department of Election serves. Each district could have up to three elections within an election cycle.
- Notify, appoint and train election officers for all elections mandated by Title 14 and 15 of the Del. C. to perform uniform and non partisan elections.
- Remove ineligible voters from the voter registration files in accordance with federal and state laws.

BACKGROUND AND ACCOMPLISHMENTS

This fiscal year many tasks have been accomplished, the most important being the redistricting process, which came almost a year later then expected.

Once the data was received from the legislators, a time crunch was put on the department, the process of creating the election districts was completed within several weeks versus several months, because of the mapping program that was used for that purpose. Once the voter conversion was completed it did create problems, which were again resolved within several weeks. Once the process was completed, new polling place cards were mailed to tell the voters of their new districts and polling locations, which once again created problems.

In addition to the redistricting task, the office conducted school elections, municipal elections, filing deadlines, and voter registration deadlines all in a timely and professional manner. The department also performed many activities for voter education with the schools and group functions, such as supplying voting machines,

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ballots, voter registrars, polling place information, absentee balloting information, and promotional items to keep the public aware of the on-going changes in voting.

FUNDING

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	586.0	573.0	580.5
ASF	--	--	--
TOTAL	586.0	573.0	580.5

POSITIONS

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	8.0	8.0	8.0
ASF	--	--	--
NSF	--	--	--
TOTAL	8.0	8.0	8.0

ACTIVITIES

- Maintain voter registration files, analyze voter registration documents, and keep statistical information on problem documents.
- Maintain a felon database for the prothonotary reports, and Criminal Justice Information System (CJIS).
- Maintain an inactive file of registered voters for undeliverable addresses.
- Provide voting machine demonstrations.
- Plan for upcoming elections.

PERFORMANCE MEASURES

	FY 2002 Actual	FY 2003 Budget	FY 2004 Gov. Rec.
Deceased	652	888	888
Verification programs	511	775	775
Moved out of state	510	561	561
Cancelled Voter Registrations	10	15	15

Voter Registration Transactions

	FY 2002 Actual	FY 2003 Budget	FY 2004 Gov. Rec.
New voters	5,535	2,624	
Change address	9,243	6,045	
Change name	989	885	
Change party	589	186	

SUSSEX COUNTY DEPARTMENT OF ELECTIONS

70-04-01

MISSION

The Sussex County Department of Elections operates the voter registration program and conducts primary, general, special and school elections in accordance with state and federal laws.

KEY OBJECTIVES

Perform services regulated by 15 Del. C. on a daily basis.

- Maintain the registration records of the qualified electorate of Sussex County.
- Provide mobile registration at scheduled events or at the request of organizations.
- Provide information to the public, candidates, and political parties regarding election laws, rules and regulations, and registration requirements.
- Conduct school district elections and referendums.
- Comply with the Sussex County "911" road naming project.
- Conduct the 2004 Presidential Primary.

BACKGROUND AND ACCOMPLISHMENTS

The operations and services provided by the Department of Elections for Sussex County are regulated by 15 Del. C. and federal law.

The National Voter Registration Act (Motor Voter) continues to impact the Sussex County Department of Elections.

- There is an increased number of new registration applications, change of address applications, and change of name applications due to the Motor Voter Act. The act mandates the Division of Motor Vehicles, Department of Health and Social Services and the Department of Labor to register eligible citizens and residents of the State of Delaware.
- The National Voter Registration Act changed the process to remove ineligible voters from the voter registration files. This law has an impact on the increased number of registered voters in the department's files who will no longer be eligible to vote.

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Since January 1, 1994 through June 30, 2002, there has been an increase of 44,988 registered voters in Sussex County.

During Fiscal Year 2004, the department will provide for the set up and delivery of voting machines for six student government elections, six school district elections and referendums, 26 municipal elections and referendums in Sussex County, and the annual Delaware Electric Co-op Board of Directors election.

FUNDING

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	486.6	444.1	456.5
ASF	--	--	--
TOTAL	486.6	444.1	456.5

POSITIONS

	FY 2002 ACTUAL	FY 2003 BUDGET	FY 2004 GOV. REC.
GF	7.0	7.0	7.0
ASF	--	--	--
NSF	--	--	--
TOTAL	7.0	7.0	7.0

ACTIVITIES

- Register new voters by mail and schedule mobile registration.
- Process applications received as a result of agency-based registration.
- Maintain voter registration files.
- Conduct school elections and referendums.
- Provide voting machines for municipal elections and referendums.
- Conduct the primary and general elections in Sussex County.
- Conduct voter education.