

# ELECTIONS

## 70-00-00

### Elections



### MISSION

The mission of the Department of Elections is to provide a standardized, secure, and current election system for the citizens of Delaware. The department endeavors to provide citizens with the information, access and the structure to participate.

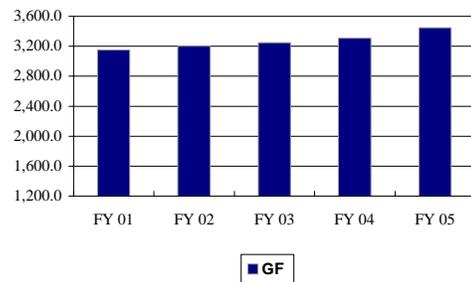
### KEY OBJECTIVES

- 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 municipal 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.

### Five-Year Appropriation History



### FUNDING

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	4,298.7	3,447.1	3,574.5
ASF	--	--	--
<b>TOTAL</b>	<b>4,298.7</b>	<b>3,447.1</b>	<b>3,574.5</b>

### POSITIONS

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	43.0	43.0	43.0
ASF	--	--	--
NSF	--	2.0	2.0
<b>TOTAL</b>	<b>43.0</b>	<b>45.0</b>	<b>45.0</b>

### FY 2006 BUDGET HIGHLIGHTS

#### OPERATING BUDGET:

- ◆ Recommend inflation and volume increase of \$45.2 in Contractual Services for the increased cost of warehouse rent in New Castle County and Sussex

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County and for increased cost of office rent in Kent County.

### COMMISSIONER OF ELECTIONS 70-01-01

#### MISSION

The Commissioner provides departmental leadership in developing and executing standard election policies and practices across the state. The office administers campaign finance reporting, federal programs, standards and information services.

#### KEY OBJECTIVES

- Administer campaign finance and provide constituent services.
- Administer election results reporting and voting machine standards.
- Verify and maintain a statewide voter registration system.
- Improve the department's delivery of services through technology such as web-based programs for campaign finance and automated systems.
- Administer federal programs for accessibility, access and election improvement.

#### 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. During this fiscal 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 Secretary of State, 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.

The Commissioner's Office has created two online programs, Polling Place Locator and the Provisional Ballot Locator, designed to enable voters to search for their election districts and polling places.

The Commissioner of Elections administers the Help America Vote Act (HAVA) as the Chief State Election Official for the state. This act mandates federal standards for voting machines and access for voters.

#### FUNDING

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	1,295.3	1,235.9	1,214.2
ASF	--	--	--
<b>TOTAL</b>	<b>1,295.3</b>	<b>1,235.9</b>	<b>1,214.2</b>

#### POSITIONS

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	11.0	11.0	11.0
ASF	--	--	--
NSF	--	2.0	2.0
<b>TOTAL</b>	<b>11.0</b>	<b>13.0</b>	<b>13.0</b>

#### ACTIVITIES

- Administer and coordinate the department's state 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 availability of electronic data.
- Monitor the voter registration process and database.
- Provide support and technical assistance to candidates and committees.
- 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).

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### PERFORMANCE MEASURES

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
# candidate committees	1,639	737	757
# requests for campaign finance assistance	1,752	1,069	1,075
# referenda elections	12	18	10
# school board elections	15	15	15

### *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 and conducting 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

Federal mandates over the past ten years, such as the National Voter Registration Act of 1993, the Help America Vote Act of 2002, and Delaware's purchase of Direct Recording Electronic Voting Equipment (DRE) in 1996 have radically changed the administration and conduct of elections within the state.

Key issues facing the department include:

- Voters who have difficulty operating the state's voting machines;

- Election Officers who do not follow the correct procedures;
- Polling places that are not accessible to some disabled voters;
- The increasing use of the Federal Mail Application that requires additional steps to process; and
- The large volume of requests for absentee ballots and voted ballots that places considerable strain on staff, resources, and polling places.

The department is addressing these issues by enhancing the training of Election Officers, looking at new methods of educating the voter on the voting process, and replacing inaccessible polling places with accessible polling places where possible.

The Help America Vote Act of 2002 provided the state with federal funds that can be used to meet federal mandates and improve the administration of elections. The department, in collaboration with the State Election Commissioner, is working to enhance the voting process within the state. Changes that will enhance the state's voting system over the next two election cycles include:

- New voter information poster;
- Provisional voting;
- A central count absentee voting system; and
- The opportunity for disabled voters to vote without assistance at their polling place.

The department makes large numbers of voter registration transactions each year, with the largest numbers in election years. As shown in the following table, the department has changed more addresses than registering new voters. The department expects this trend to continue.

#### Voter Registration Transactions FY 2000 - FY 2004

	New Voters	Address Change	Name Change	Party Change	TOTAL
<b>FY 2000</b>	14,874	22,092	2,921	1,692	41,579
<b>FY 2001</b>	20,379	28,569	3,527	3,860	56,335
<b>FY 2002</b>	12,152	22,204	3,059	664	38,079
<b>FY 2003</b>	13,268	26,129	3,005	1,629	44,031
<b>FY 2004</b>	17,146	23,979	2,946	1,380	45,451

The department has several programs for maintaining the lists of registered voters. The Address Verification program identifies persons who may no longer be eligible to vote within the county through mail returned to the department as undeliverable. The program removes a substantial number of persons from the list of registered voters following each election in accordance

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with the procedures that comply with the National Voter Registration Act of 1993 (NVRA).

### Address Verifications 2000 – 2004 (Calendar Years)

Year	Total Mailed	Replies	No Response	Not Deliverable
2000	4,953	1,418	2,250	1,285
2001	2,364	578	1,067	719
2002	4,091	747	1,481	1,863
2003	7,392	1,583	3,489	2,320
*2004	2,300	207	1,652	441

\*Jan. 1 to Dec. 14.

The department continues to remove persons from the list of eligible voters in accordance with state and federal laws.

### Cancelled Voter Registration 2000 – 2004 (Calendar Years)

Year	Deceased	NVRA Removal	Moved from State	Board Action	Total
2000	2,250	1,465	1,571	13	5,299
2001	2,129	3,324	1,071	6	6,530
2002	3,756	1,559	1,317	8	6,640
2003	2,292	8,475	970	20	11,757
*2004	2,382	2,376	1,572	21	6,351

\*Jan. 1 to Dec 14.

The department continues to use technology to implement positive changes in planning, preparation and the 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 timely Election Day responses to the voters, and provide vital information to staff at polling places.

The department conducts school board member elections and school referendums. It also supports numerous municipal, student government and union elections.

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

### FUNDING

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	1,592.4	1,088.5	1,148.5
ASF	--	--	--
<b>TOTAL</b>	<b>1,592.4</b>	<b>1,088.5</b>	<b>1,148.5</b>

### POSITIONS

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	17.0	17.0	17.0
ASF	--	--	--
NSF	--	--	--
<b>TOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>

### ACTIVITIES

- Register voters.
- Maintain, update and correct voter registration records.
- Perform address verification.
- Plan, program and budget for upcoming elections.
- Conduct elections in accordance with state and federal law.
- Train employees and election officers.
- Publish manuals, checklists and other documents as necessary.
- Educate the public in the voting process and use of the state's voting machines.
- Maintain the election system structure.
- Plan for and implement federal mandates.
- Conduct elections for unions, student government and other entities.

### PERFORMANCE MEASURES

#### Voter Registration Transactions

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
New voters	17,146	22,000	15,000
Change - address	23,979	30,000	26,000
Change - name	2,946	4,000	3,000
Change - party	1,380	2,500	2,000
<b>Total</b>	<b>45,451</b>	<b>58,500</b>	<b>46,000</b>

#### Cancelled Voter Registrations

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
Deceased	2,210	3,000	3,000
Verification programs	4,554	8,000	10,000
Moved out of state	899	1,500	3,000
Board action	14	12	12
<b>Total</b>	<b>7,677</b>	<b>12,512</b>	<b>16,012</b>

#### Absentee Ballots

	FY 1997 *Actual	FY 2001 *Actual	FY 2006 Gov. Rec.
Total Voted Ballots **	5,949	8,538	10,000

\* Years reflect presidential elections.

\*\* Ballots returned in-time and sent to polling places.

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### ***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 conducts 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 14 Del. C.; there are five school districts that Kent County Department of Election serves.
- Notify, appoint and train election officers for all elections mandated by 14 and 15 Del. C. to perform uniform and non partisan elections.

#### BACKGROUND AND ACCOMPLISHMENTS

This fiscal year the office conducted a Presidential Primary Election, school elections, municipal elections, filing deadlines, and voter registration deadlines all in a timely and professional manner. The department assisted with municipal elections pursuant to 15 Del. C. The department also performed many activities for voter education with the school districts and with group functions, such as supplying voting machines, ballots, voter registrars, polling place information, absentee balloting information, and promotional items to keep the public aware of the continuing changes in voting.

#### FUNDING

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	775.5	609.4	658.1
ASF	--	--	--
<b>TOTAL</b>	<b>775.5</b>	<b>609.4</b>	<b>658.1</b>

#### POSITIONS

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	8.0	8.0	8.0
ASF	--	--	--
NSF	--	--	--
<b>TOTAL</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

#### 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).

#### PERFORMANCE MEASURES

##### Voter Registration Transactions

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
New voters	4,470	4,693	4,927
Change - address	6,697	7,031	7,382
Change - name	838	879	922
Change - party	244	256	268
<b>Total</b>	<b>12,249</b>	<b>12,859</b>	<b>13,499</b>

##### Cancelled Voter Registrations

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
Deceased	757	794	833
Verification programs	3,751	3,938	4,134
Moved out of state	235	246	258
Board action	165	173	181
Felons	235	246	258
Total cancelled voter registrations	5,143	5,397	5,664

##### Voter Registration Corrections

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
Corrections	5,253	5,515	5,790
Social Security # changes	168	176	185

##### Absentee Ballots

	FY 2004 Actual*	FY 2005 Actual	FY 2006 Gov. Rec.**
Total Voted Ballots	87	3,500	0

\*Democrat Primary only

\*\*No election year

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### **SUSSEX COUNTY DEPARTMENT OF ELECTIONS** **70-04-01**

#### MISSION

The Department of Elections for Sussex County serves the citizens of Sussex County by registering voters 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.
- Provide mobile registration by 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.
- Comply with the Sussex County 911 road naming project.
- 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 operations and services provided by the Department of Elections for Sussex County are regulated by 15 Del. C. and by federal law.

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

There are increasing numbers of new registration applications, change of address applications, and change of name applications due to the Motor Voter Act. The Act mandates Motor Vehicles, Health and Social Services and Labor to register eligible citizens and residents of the State of Delaware.

During Fiscal Year 2006, 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 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	635.1	513.3	553.7
ASF	--	--	--
<b>TOTAL</b>	<b>635.1</b>	<b>513.3</b>	<b>553.7</b>

#### POSITIONS

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2006 GOV. REC.
GF	7.0	7.0	7.0
ASF	--	--	--
NSF	--	--	--
<b>TOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

#### ACTIVITIES

- Register new voters in the office of the department, by mail and by scheduled 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.

#### PERFORMANCE MEASURES

##### Voter Registration Transactions

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
New voters	8,355	9,190	10,109
Change - address	13,473	16,003	18,030
Change - name	1,319	1,450	1,600
Change - party	621	641	713
<b>Total</b>	<b>23,768</b>	<b>27,284</b>	<b>30,452</b>

##### Cancelled Voter Registrations

	FY 2004 Actual	FY 2005 Budget	FY 2006 Gov. Rec.
Deceased	1,005	1,232	1,432
Moved out of state	1,611	1,711	1,811
Board Action	21	31	25
<b>Total</b>	<b>2,637</b>	<b>2,974</b>	<b>3,384</b>