

# ELECTIONS

## 70-00-00

### Elections



### MISSION

The mission of the Department of Elections is to provide a standardized, secure and accurate election system for the citizens of Delaware. The Department endeavors to provide citizens with the information, access and structure to participate, as well as, fair and accurate campaign finance reports.

### KEY OBJECTIVES

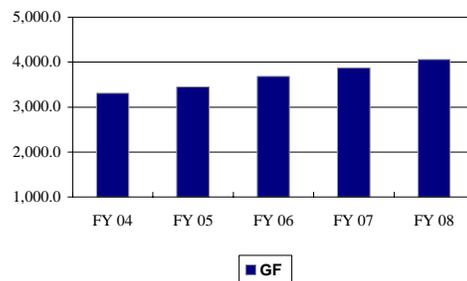
- Ensure the standard administration of Delaware election laws.
- Use technology to improve services to Delaware citizens here and abroad.
- Conduct elections for Delaware citizens from presidential primaries to school and municipal elections.
- Accurately track and post campaign finance reports.

### 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. In addition, voting machines have audio modules which make them accessible to persons with visual disabilities.

Delaware successfully maintained a statewide voter registration database long before it became a federal mandate.

### Five-Year Appropriation History



### FUNDING

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	7,148.2	4,055.1	4,145.5
ASF	86.5	--	--
<b>TOTAL</b>	<b>7,234.7</b>	<b>4,055.1</b>	<b>4,145.5</b>

### POSITIONS

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	49.0	49.0	49.0
ASF	--	--	--
NSF	2.0	2.0	2.0
<b>TOTAL</b>	<b>51.0</b>	<b>51.0</b>	<b>51.0</b>

### FY 2009 BUDGET HIGHLIGHTS

#### OPERATING BUDGET:

- ◆ Recommend one-time funding of \$3,130.9 in the Office of Management and Budget's contingency

# ELECTIONS

## 70-00-00

for costs associated with conducting primary and general elections.

---

### **COMMISSIONER OF ELECTIONS**

#### **70-01-01**

---

#### **MISSION**

The Commissioner provides coordination 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, automated systems and accessibility for persons with disabilities.
- Administer federal programs for accessibility 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 program, Campaign Finance Information System, providing anywhere, anytime availability.

The office provides voter registration training and support to persons in State agencies, such as agency-based registrars and to Delaware residents who request training as registrars in accordance with the National Voter Registration Act.

The office participates in national voter outreach initiatives, specifically Student/Parent Mock Election in cooperation with the Secretary of State, Department of Education, Department of Technology and Information, and League of Women Voters. This project will continue as an outreach and voter education program for

the Department. The project has developed an online voting program opportunity in every school district.

The Commissioner's Office has created two online programs, Polling Place Locator and 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. The Act mandates federal standards for voting machines, voter registration and access for voters and provides Delaware citizens with improved services.

#### **FUNDING**

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	1,963.4	1,349.2	1,365.7
ASF	--	--	--
<b>TOTAL</b>	<b>1,963.4</b>	<b>1,349.2</b>	<b>1,365.7</b>

#### **POSITIONS**

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	15.0	15.0	15.0
ASF	--	--	--
NSF	2.0	2.0	2.0
<b>TOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</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, and Help America Vote Act which addresses election improvement standards in the states, and other federal mandates.
- Collaborate with the departments of Elections in each county to insure uniformity.
- Maintain the statewide voter registration file.
- Collect unofficial results of the general election at each election district in the State; tabulate, report and disseminate the results of the election in a timely manner to the public.
- Provide support and assistance to candidates and committees.
- Provide voter identity processes to assure voter eligibility and identity under the National Voter Registration Act, including the felon's right-to-vote statute.
- Implement programs that provide access to information during non-regular business hours.
- Support all municipalities regarding election and campaign finance law.

# ELECTIONS

## 70-00-00

### PERFORMANCE MEASURES

	FY 2007 Actual	FY 2008 Budget	FY 2009 Gov. Rec.
# of candidate committees	1,598	1,900	2,200
# of requests for campaign finance assistance	2,500	15,000	18,000
# of referenda elections	10	10	10
# of school board elections	16	16	16

---

### *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

- Consistently provide quality service to all customers.
- Register to vote all eligible permanent residents of the State of Delaware who submit a complete and accurate voter registration application.
- Remove ineligible voters from the voter registration database as appropriate
- Conduct all elections in an efficient and impartial manner as mandated by 14 and 15 Del. C.
- Educate the public regarding the elections process and the use of the State's electronic voting machine.
- Enhance efficiency by streamlining operational procedures.

### BACKGROUND AND ACCOMPLISHMENTS

The Department operates under the provisions of 15 Del. C. and various federal laws. Policies and procedures have been developed and implemented to comply with these mandates.

Key issues facing the Department include:

- Election officers who do not follow policies and practices;
- Polling place accessibility for those with limited mobility;

- The increasing use of the Federal Mail Application, and the subsequent administrative requirements;
- Need to streamline of labor-intensive processes while maintaining adherence to legal mandates; and
- Maintenance of electronic voting machine fleet.

The Department is addressing these issues by:

- Broadening public outreach in recruitment of election officers;
- Continuing to enhance and improve the election officer training program;
- Partnering with the Commissioner of Elections in implementing improvements to the elections process;
- Engaging staff in devising streamlined operational procedures; and
- Conducting analysis of daily operations with a focus on continuous improvements.

### FUNDING

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	2,867.7	1,331.1	1,365.8
ASF	--	--	--
<b>TOTAL</b>	<b>2,867.7</b>	<b>1,331.1</b>	<b>1,365.8</b>

### POSITIONS

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	18.0	18.0	18.0
ASF	--	--	--
NSF	--	--	--
<b>TOTAL</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>

### ACTIVITIES

- Register voters.
- Maintain an accurate voter registration database.
- Plan upcoming elections.
- Conduct elections in accordance with state and federal laws.
- Educate department staff and election officers.
- Produce printed materials and resources.
- Engage in public outreach and education initiatives.
- Maintain the election system infrastructure.
- Conduct elections for unions, student governments and other entities.

# ELECTIONS

## 70-00-00

### PERFORMANCE MEASURES

#### Voter Registration Transactions

	FY 2007 Actual	FY 2008 Budget	FY 2009 Gov. Rec.
New voters	14,682	15,000	33,000
Address change	26,637	27,000	33,000
Name change	3,021	3,000	5,000
Party change	2,510	2,000	7,000
Total	46,850	47,000	78,000

#### Cancelled Voter Registrations

	FY 2007 Actual	FY 2008 Budget	FY 2009 Gov. Rec.
Deceased	2,890	3,000	3,000
Verification programs	5,583	10,000	10,000
Moved out of state	1,537	3,000	3,000
Board action	33	20	20
Not a citizen	20	20	20
Total	10,063	16,040	16,040

#### Absentee Ballots

	FY 2001 *Actual	FY 2005 *Actual	FY 2009 Gov. Rec.
Total voted ballots **	8,491	9,587	12,000

\* Years reflect Presidential elections.

\*\* Ballots returned in time to be counted.

---

## 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 all elections mandated by 14 and 15 Del. C. in an efficient, fair and impartial manner.

- 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

During the past year, the Department conducted school elections, filing deadlines and voter registration deadlines 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 practices.

### FUNDING

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	1,303.0	760.3	790.9
ASF	--	--	--
<b>TOTAL</b>	<b>1,303.0</b>	<b>760.3</b>	<b>790.9</b>

### POSITIONS

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 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.
- Maintain a felon database for the prothonotary reports and Criminal Justice Information System (CJIS).

### PERFORMANCE MEASURES

#### Voter Registration Transactions

	FY 2007 Actual	FY 2008 Budget	FY 2009 Gov. Rec.
New voters	5,115	5,249	5,353
Address change	7,767	8,155	7,850
Name change	951	998	1,017
Party change	451	251	257
Total	14,284	14,654	14,477

# ELECTIONS

## 70-00-00

### Cancelled Voter Registrations

	FY 2007 Actual	FY 2008 Budget	FY 2009 Gov. Rec.
Deceased	706	741	756
Verification programs	345	362	369
Moved out of state	256	269	274
Board action	760	798	813
Not a citizen	236	241	246
Total	2,303	2,411	2,458

### Absentee Ballots

	FY 2001 *Actual	FY 2005 *Actual	FY 2009 Gov. Rec.
Total voted ballots**	1,979	2,170	2,220

\*Years reflect presidential primary elections.

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

## 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 electronic voting machines and the election process.
- Remove ineligible voters from the voting rolls in accordance with state and federal laws.

- Enhance the Department's productivity through the application of technology and redesign of tasks.

### BACKGROUND AND ACCOMPLISHMENTS

The Department continues to manage increasing numbers of new registration, change of address and name applications due to the Motor Voter Act. The Act mandates the Division of Motor Vehicles, and the departments of Health and Social Services and Labor to register eligible citizens and residents of the State.

During Fiscal Year 2008, the Department will provide for the set up and delivery of voting machines for at least 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 2007 ACTUAL	FY 2008 BUDGET	FY 2009 GOV. REC.
GF	1,014.1	614.5	623.1
ASF	86.5	--	--
<b>TOTAL</b>	<b>1,100.6</b>	<b>614.5</b>	<b>623.1</b>

### POSITIONS

	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 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

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

# ELECTIONS

## 70-00-00

### PERFORMANCE MEASURES

#### Voter Registration Transactions

	<b>FY 2007 Actual</b>	<b>FY 2008 Budget</b>	<b>FY 2009 Gov. Rec.</b>
New voters	6,506	8,500	9,500
Address change	10,508	10,500	15,500
Name change	849	996	1,201
Party change	621	950	1,621
Total	18,484	20,949	27,822

#### Cancelled Voter Registrations

	<b>FY 2007 Actual</b>	<b>FY 2008 Budget</b>	<b>FY 2009 Gov. Rec.</b>
Deceased	1,557	1,650	1,998
Moved out of state	3,979	4,100	4,950
Board action	28	39	49
Total	5,564	5,789	6,997

#### General Election Information

	<b>FY 2001 *Actual</b>	<b>FY 2005 *Actual</b>	<b>FY 2009 Gov. Rec.</b>
Total voted ballots**	4,261	5,583	7,010

*\*Years reflect presidential elections.*

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