



**DEBRA BOWEN** | SECRETARY OF STATE  
STATE OF CALIFORNIA | ELECTIONS

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DATE: March 15, 2007

TO: ALL COUNTY CLERKS/REGISTRARS OF VOTERS (07038)

FROM:

A handwritten signature in cursive script, appearing to read "Chris Reynolds".

CHRIS REYNOLDS, HAVA Coordinator

SUBJECT: HAVA Section 301 Expenditure Status Feedback

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As many of you are aware, June 30, 2007, is the end date in the existing contract for the HAVA Section 301 Voting System Program. This contract was executed with counties to provide a means for allocating federal Help America Vote Act of 2002 (HAVA) funding to counties primarily for voting system upgrades, purchases and leases to deploy HAVA Section 301 compliant voting equipment and related costs.

Several counties have indicated that, for a variety of reasons, they strongly support an extension in the June 30 end of the contract. Those requests are under consideration right now. But to better understand your county's progress in meeting state and federal requirements, your future needs, and to determine how best to respond to those needs, it is important for this office to have the most current information available before deciding whether to amend the contract.

Therefore, I am requesting that counties submit to me as soon as possible, but **no later than March 30, 2007**, the following information:

- Progress made by the county in committing funds (contracts, encumbrances, plans) to meet state and federal voting system requirements;
- The total of all HAVA expenditures made to date and anticipated on or before June 30, 2007 – only the dollar amount of expenditures is necessary;
- The total of the expected unexpended balance of funding provided in the Section 301 contract as of June 30, 2007; and
- A description of the intended future use of any unexpended fund balance that might exist after June 30, 2007.

The goal is to have an accurate picture of where funding levels and commitments stand at the moment, absent any change in law or requirements. With this input, we can best assess the state's overall progress on the voting system program and have the data that will facilitate a decision about whether or not to amend the existing contract. Thank you for your anticipated prompt reply to this request.

If you have any questions, please contact me at 916-651-7837.