

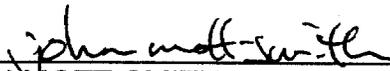


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August 9, 2002

TO: All County Clerks/Registrars of Voters (02233)

FROM: 

JOHN MOTT-SMITH
Chief, Elections Division

SUBJECT: PROP 41 APPLICATION REMINDER

Just a short note to remind you that Applications for Funding Consideration are due not later than **September 3, 2002**. Any county that wishes to receive Proposition 41 funds must submit an Application for Funding Consideration by this date.

There have been several questions about the process. We tried to put together a simple, step-wise process. I hope that the following information clarifies things a bit.

1. **STEP ONE** - The first step in the process was for the Voting Modernization Board (VMB) to establish a formula for distributing the funds available under Proposition 41. They did so at their meeting on July 17th. The chart we sent you identifies the maximum amount of the state's contribution for each county that applies. Counties must match every 3 dollars from the state with at least one dollar of their own. In addition, the VMB decided that: (a) the state would cap its contribution to purchase of a touch screen machine at \$3,000, and: (b) that each application must be accompanied by a plan for making voting systems accessible to voters with disabilities.
2. **STEP TWO** - The second step in the process is for you to file an **APPLICATION FOR FUNDING CONSIDERATION**. This is a one-page document. We are not looking for a lot of detail from you at this point – mainly just whether your county is applying for funds and if so how much. This must be accompanied by a resolution or other documentation from your Board of Supervisors authorizing your application. This application does not bind you, or the state – it is a placeholder (see below).
3. **STEP THREE** - The third step towards receiving your funds is to file a **PROJECT DOCUMENTATION PLAN** that describes what system you will purchase and install, as well as other information. The VMB has not yet discussed nor determined how much time you will be allocated to file this Project Documentation Plan, but at some point, if you do not progress

towards purchase of a system, the money reserved to you will be withdrawn and reallocated to counties that are using the funds. For more information about "Loss of Funds", please review the Application Form we sent you

4. **STEP FOUR** - The fourth step is a REQUEST FOR PAYMENT, and this must be accompanied by actual invoices. The VMB will not release any funds without actual invoices.

This process recognizes that counties are in various stages of upgrading their voting systems. Some have already purchased and installed their new systems, and will be able to file An Application For Funding Consideration, a Project Documentation Plan, and a Request for Payment all at the same time. Some will be able to file the first two of these. Others are just beginning the process of selecting a vendor and will only be able to provide an Application for Funding Consideration by September 3rd.

We have not yet received the Governor's approval of the Statement of Plans and Projects adopted by the VMB. That approval is necessary in order for the VMB to actually commit funds for upgrading voting systems.

As always, if you have any questions or need further information, please feel free to contact me directly at 916/653-3228, or you can reach my assistant, Debbie Parsons, at 916/653-1424.

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