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July 24, 2002

**TO:** All County Clerks/Registrars of Voters (02206)

**FROM**

\_\_\_\_\_  
JOHN MOTT-SMITH  
Chief, Elections Division

**SUBJECT: APPLICATION FOR FUNDING CONSIDERATION**

**It's Time! Thanks to the aggressive schedule set by the Voting Modernization Board for distribution of Proposition 41 funds, and their quick action in determining a formula to distribute funds, we are pleased to solicit your Application for Funding Consideration (Attached).**

**Any county that wishes to receive funds must submit this application, along with authorizing documentation from your Board of Supervisors, not later than 4:00 p.m. on September 3, 2002.**

Please note that the Application for Funding Consideration is the first step in the process and serves to reserve funds for your county to upgrade its voting system. You will subsequently be required to provide -- by a date to be determined by the Board -- a Project Documentation Form describing your project in greater detail. Your county will also be required to enter into a Funding Agreement with the Board and funds will be disbursed on the basis of invoices provided with a Payment Request Form.

Please also note that if not all counties submit an Application for Funding Consideration by the September 3, 2002 deadline, or if one or more of the applications which are submitted are for less than the sum indicated in the allocation formula, these excess funds will be redistributed and staff will recalculate and accordingly increase the amount allocated to other counties.

The Voting Modernization Board, at its meeting on July 17, 2002, made several key decisions, including:

1. **ALLOCATION FORMULA**. The Board adopted a formula for allocating funds. This formula is based on equal weighting of four formulas discussed at the July 17 meeting. **A copy of the calculated maximum allocation for each county is attached** and is also posted on our web site ([www.ss.ca.gov](http://www.ss.ca.gov)). Payments will be made based on actual invoices.
2. **A "CAP" ON PER MACHINE COST**. The State will "cap" its contribution to the purchase of new voting equipment at \$3,000. With the county matching every three state dollars with one dollar of its own, this provides up to \$4,000 per voting machine.
3. **ACCESSIBILITY**. Each application must include a detailed plan for how the county will make voting equipment accessible for persons with disabilities.
4. **SCHEDULE**. The Board altered the schedule for distribution of funds, giving you more time (until September 3<sup>rd</sup>) to secure the authorization of your Board of Supervisors in support of your application, while moving up (from October 16 to September 16) the date for final allocation of funds.
5. **STATEMENT OF PLANS AND PROJECTS**. The Board adopted a Statement of Plans and Projects reflecting the decisions above. This document will be forwarded to the Governor for his approval, as required by Proposition 41, before the Voting Modernization Finance Committee (comprised of the State Controller, the Director of Finance, and the State Treasurer) can determine whether to issue bonds.

Please note that any funds not used or otherwise forfeited by a date set by the Board will be subject to re-allocation.

If you have any questions, or if I can provide any further information, please do not hesitate to contact me directly at 916/653-3228, or you can call my assistant, Debbie Parsons, at 916/653-1424.

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