

# Payment Request Policy Question

## Current Payment Process

Counties must submit to the VMB copies of invoices, along with a fully executed Payment Request Form, for voting systems purchased and received pursuant to their approved Project Documentation Package. The county will be paid in accordance with its approved Project Documentation, the required county match, VMB policies and procedures, and the allocated funding up to the award amount. Counties must contribute one dollar for every three dollars as specified in the Voting Modernization Act of 2002.

Counties must show that they have paid their 3:1 ratio before the VMB will approve a payment on an invoice equal to or more than the counties approved funding allocation. To date, all payment requests from the counties with approved Project Documentation Packages and Funding Awards have been issued as reimbursements on paid invoices.

A majority of the counties have financed their voting system and are making scheduled payments on these systems. As invoices are submitted for these scheduled payments, and they are for less than the full funding allocation, it has been the VMB policy to pay out 75% of the paid invoice until it can be shown that the counties have made their required 3:1 match.

If a county submitted an invoice and documentation that they have paid their match amount on that invoice, the VMB could pay the remaining invoiced amount up to their County's funding award amount. In accordance with the VMB Funding Application and Procedural Guide, counties are required to submit copies of the paid invoice to the VMB within 60 days.

## Issue

Some counties have applied for the Voting Modernization Board funding with the **assumption** that they would use the Help America Vote Act Title I – Section 102 funding (HAVA) for their county 3:1 match money. The application process for the HAVA 102 funding is underway. However, to date no HAVA 102 money has been distributed.

As such, some of the counties are currently presented with the issue of payment being required by their vendors and they have not received their Help America Vote Act Title I – Section 102 funding to make their county match payment.

## Policy Question

Should the VMB pay an unpaid invoice, up to or equaling a county's funding award, with a "promise" from the county that they will pay their county match amount once they have received HAVA 102 money?