

State of Wisconsin \ Elections Board

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DATE: July 19, 2005

TO: Robert J. Marchant, Senate Chief Clerk
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FROM: Kevin J. Kennedy, Executive Director *KJK*
State Elections Board

SUBJECT: 2003 Wisconsin Act 98, Election Officials

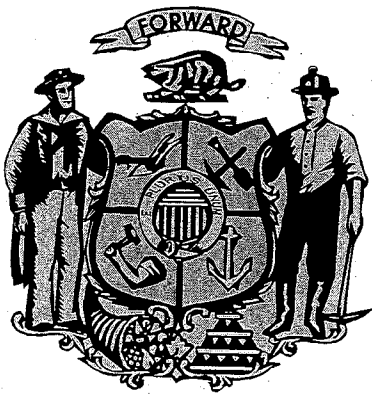
Pursuant to the requirements of 2003 Wisconsin Act 98, enclosed is the State Elections Board report on the compensation, recruitment and training of elections officials. This report is submitted for distribution to the appropriate standing committees in the manner provided under S. 13.172(3), Stats.

If you have any questions regarding the submittal of this report, please contact me directly at 608-266-8087 or kevin.kennedy@seb.state.wi.us.

Enclosure

cc: Senator Joseph Leibham, Chair
Special Committee on Election Law Review
✓ Robert J. Conlin, Senior Staff Attorney
Legislative Council

Report on the Compensation, Recruitment and Training of Election Officials



Wisconsin State Elections Board

June 2005

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BACKGROUND

Poll workers are an integral part of the election process in Wisconsin. Throughout this report, the term poll worker is used as an alternative to the term election inspector, which is used in the state statutes. At the polling place the one poll worker who has gone through the training and has been certified is called a chief inspector. They are the individuals who make the process work at the most fundamental level of election administration. The State Legislature recognizes this and required, in the 2003 Wisconsin Act 98, that the State Elections Board prepare the following report on the recruitment, training, certification and compensation of poll workers throughout the state.

A variety of methods were used in gathering the information for the report including conducting a survey of county and municipal clerks and interviewing election agencies in other states. The statistics provided give an in-depth view of the status of poll workers across the state, while the qualitative data provides ideas for the future. A draft of this report was posted on the Website of the State Elections Board in order to solicit feedback from the public and clerks. The comments which were received have been incorporated into the final report.

A sentiment which repeatedly occurred in the survey was the appreciation that clerks have for their poll workers. These are individuals who sit through an often long day and do their job with a high level of dedication and many come back and serve their community every year for many years. It is the Board's hope that this report will lead to an improved understanding of the role and importance of poll workers in Wisconsin, to see where there is room for improvement and gain some new ideas on improving the process for the future.

RELEVANT STATE STATUTES

Wisconsin Election Administration Plan

In 2002, the State Elections Board adopted the Wisconsin State Plan which outlined the future plan for the state in terms of its elections administration, pursuant to S. 5.05(10), Wis. Stats. The plan was required for Wisconsin to be compliant with the Help America Vote Act and receive federal funds associated with the act. The plan included information on the new Statewide Voter Registration System as well as the Board's strategy for training of election officials.

Compensation

The State does not currently set a required wage for poll workers or Chief Inspectors, rather it is set by each local municipality. S. 7.03, Wis. Stats., states that a poll worker must be paid a "reasonable daily compensation" for their work on election day and for any training they are required to attend. The Wisconsin Towns Association has issued an opinion that municipalities should pay poll workers at least minimum wage. There is a provision in S. 7.03, Wis. Stats., that a poll worker can waive any compensation and volunteer their time. This is done with a written document submitted to the clerk.

Training

The State Elections Board is responsible for conducting regular administrative meetings and conferences for election officials, which according to S. 5.05(7), Wis. Stats., "shall be designed to explain the election laws and the forms and rules of the board, to promote uniform procedures and to assure that clerks and other officials are made aware of the integrity and importance of the vote of each citizen." The municipal clerks also have a responsibility to train the poll workers in their municipality, per S. 7.15(1)(e), Wis. Stats., and assist the State Elections Board in any training it does, per S. 7.15(11), Wis. Stats.

In 2001 S. 7.31, Wis. Stats., was created, which requires that each polling place have a "certified chief inspector." This chief inspector is required to attend an initial training from the State Elections Board and attend subsequent trainings to maintain their certification. The State Elections Board set a policy which detailed that the required subsequent trainings would be six hours. There are no other statutes which require poll worker training.

Recruiting

Each municipal clerk is responsible for staffing the polling place of their municipality. In December of even-numbered years, the governing body for a municipality selects poll workers to serve for a two-year term. The major political parties in a municipality are supposed to submit names, to the local municipal clerk, of people in their party who would like to serve as a poll worker. Then the clerk and the municipality's governing body confirm appointment of poll workers from the provided lists. The majority of the municipal clerks however, do not receive a list from the major political parties. In this case, the poll workers who are chosen are unaffiliated with a party. This process is detailed in S. 7.30, Wis. Stats.

High School Poll Workers

S. 7.30(2)(am), Wis. Stats., provides the opportunity for 16-17 year olds to work as poll workers. There are a few stipulations before a high school students is allowed to work. First a clerk must obtain authorization from the principal of the student's high school and the parents of the students and the student must have a 3.0 grade point average.

Poll Workers Working in Shifts

If a municipality would like to allow its poll workers to work in shifts, it must pass an ordinance per S. 7.30(1), Wis. Stats.

SUMMARY OF SURVEY RESULTS

The majority of the statistics in this report were gathered through a survey conducted of municipal and county clerks during April 2005. A copy of the survey is attached in the appendices. Overall there was a 72 percent response rate from the municipal clerks with 1,346 municipalities completing the survey. The survey of the county clerks had a 69 percent response rate with 50 county clerks returning the surveys. Below is more detailed information about the respondents of the survey. Additionally, of the largest 50 municipalities, ranked by their population, all except two, the City of Sheboygan and the City of Muskego, responded to the survey. Please see the appendix for a county by county participation rate.

Respondents to the County Clerks' Survey

Ashland	Crawford	Manitowoc	Rusk
Brown	Dane	Marathon	Shawano
Burnett	Dodge	Marquette	Sheboygan
Calumet	Florence	Outagamie	Taylor
Chippewa	Fond du Lac	Ozaukee	Walworth
Clark	Green Lake	Pepin	Waukesha
Columbia	Jefferson	Racine	Waupaca

Respondents' Years of Work Experience

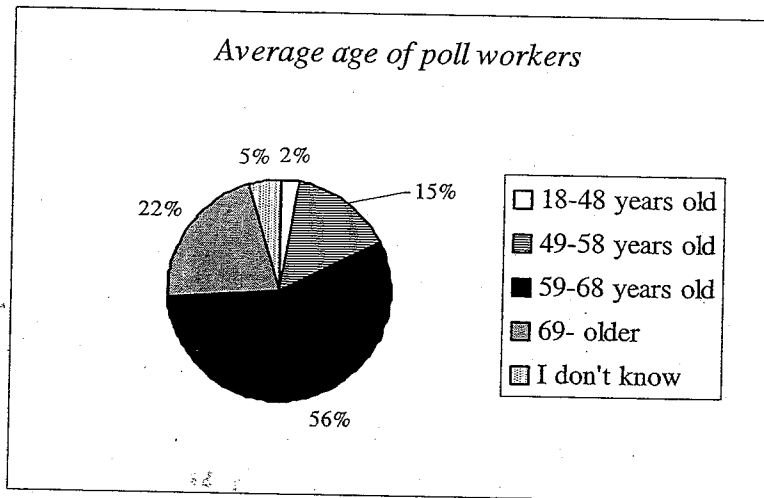
<i>County Clerks</i>		
Less than 1 year	8	16%
1-3 years	7	14%
4-7 years	13	26%
8-11 years	9	18%
12 or more	13	26%
Didn't Respond	2	0.30%

<i>Municipal Clerks</i>		
Less than 1 year	75	6%
1-3 years	237	18%
4-7 years	313	23%
8-11 years	201	15%
12 or more	517	38%
Don't Know	4	0.30%

<i>Types of Municipalities that Responded</i>			
	# of Respondents	Total # of municipalities in this category	% of total municipalities in this category that responded
Towns	848	1265	67%
Villages	328	386	85%
Cities	171	190	90%

OVERVIEW OF POLL WORKERS

To no surprise, the information revealed that the State's poll workers are mostly comprised of older individuals. Wisconsin is not unusual. Across the nation, the average age of poll workers is 72 years old. Due to the rural nature of most of Wisconsin, it is also not surprising that many polling places only utilize three to five poll workers for each election.



Average Number of Poll Workers

<i>Towns</i>	
Fall Gubernatorial	4.6
Fall Presidential	5.5
Spring/Other	4.3

<i>Villages</i>	
Fall Gubernatorial	4.7
Fall Presidential	5.6
Spring/Other	4.4

<i>Cities</i>	
Fall Gubernatorial	7.0
Fall Presidential	8.0
Spring/Other	6.5

<i>Average number of poll workers working at a polling place</i>								
	3 Poll Workers	5 Poll Workers	7 Poll Workers	9 Poll Workers	11 Poll Workers	*More than 11	Did not answer	*Average number of workers for those who answered more than 11
Fall Gubernatorial	571	504	174	38	22	34	3	19
Fall Presidential	391	495	271	66	54	67	4	20
Spring/Other	638	510	137	20	14	25	2	18

POLL WORKER COMPENSATION

The survey revealed that while there is a large range of wages paid across the state, most municipalities pay above minimum wage to their poll workers. One interesting statistic is the number of municipalities that do not pay their poll workers to attend a training session; 21 percent of respondents. Please see appendix for a detailed look at the training wages. Although it could be argued that many poll workers work on election day because they feel it is their civic duty and do not work because of the wage they will be earning, several clerks commented on the importance of paying a decent wage in order to attract and keep quality poll workers. When the average wages of each county for 2002 and 2004 are compared, almost all of the average wages have increased over the past two years. Please see the appendix for a chart depicting the 2002 versus 2004 wages separated by county.

All of the wages on the following graphs were calculated so that they are a per hour wage. When a municipality reported a daily wage that was paid, this was divided by 12 to achieve the per hour rate. Of the 275 municipalities that reported a daily wage, 80 percent of these municipalities were towns and villages, which have the option of opening the polls at a later time and therefore poll workers presumably would have shorter hours to work. For a detailed review of the average and ranges of wages per county, please see the appendix.

Average Election Day Wages

<i>Poll Workers</i>		
	Range	
	Low	High
Per Hour Range:	\$2.33	\$14.00
Average:	\$7.05	

<i>Chief Inspectors</i>		
	Range	
	Low	High
Per Hour Range:	\$2.50	\$16.67
Average:	\$7.31	

Training Wages

Per Hour range	\$5.00-\$12.00
Per Hour Average	\$7.29
*Per session range	\$2.00-\$70.00
*Per session average	\$31.31

* Based on a half day session

POLL WORKER RECRUITMENT

In contrast to the State Elections Board's assumption that many municipalities had trouble recruiting poll workers, the data revealed that only 25 percent of clerks stated that they had this problem. When that 25 percent are viewed in more detail there does not appear to be any shared characteristics of these municipalities, such as they are predominantly towns or urban areas. When the data is broken down by county, there does appear to be some counties where more municipalities have this problem than others. See appendix for a more detailed look at the statistics on recruiting.

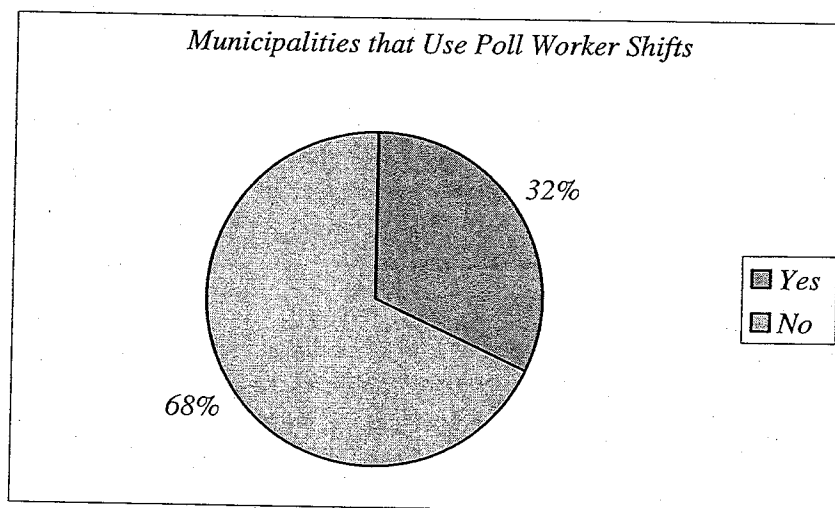
The majority of clerks rely on the conventional methods of recruiting workers such as getting lists from the local parties or simply talking with and asking individuals in their municipalities to participate. Of the clerks who have tried two of the more unconventional methods such as using high school poll workers or working with local community groups, their experiences appear to vary, with the high school poll workers appearing to be the more effective approach. The clerks also had a variety of solutions to the issue of recruiting, with some of them being more feasible than others.

<i>Trouble Recruiting Poll Workers By Type of Municipality</i>			
	Towns	Villages	Cities
	Number of Respondents	Number of Respondents	Number of Respondents
Yes	187	98	52
No	661	230	119
Percentage Stating Yes	23%	29%	30%

<i>Main ways that recruiting is done (Respondents were asked to mark all methods that they use)</i>	
	Number of Respondents
Word of mouth	1079
Other poll workers recommend individuals	885
Political parties	252
Other- specified below	239
Advertising	182
Civic groups or volunteer organizations	38
Sign-up Sheet at the polling place or town hall	53
Clerk makes phone calls to possible workers	33
Newsletter	31
People just volunteer	25
Recommendations from the town board	19
Posting Notices in the town hall	7
Announcement made at board/council meetings	6
Working with the local high schools and high school teachers	5
Article in the local newspaper	4
Web Site	3
Sending a letter out to the community	3
Begging and Pleading	2

<i>The Main Obstacles to Recruiting Poll Workers</i>	
	Number of Respondents
Community Members work full time and cannot take a day off	310
Community Members are just not interested	231
Required to work too many hours on election day	91
Not enough compensation	67
Other- specified below	63
Intimidated about making a mistake, too much training, many community members are too old or too young, snow birds, too much paper work	

<i>What can be done to help municipal clerks recruit poll workers?</i>	
	Number of Respondents
Offer more pay	30
Have employers allow a person to work at the polls with out having to take a vacation day	17
SEB could do advertising or provide the local clerks with advertising materials to distribute and use	16
Offer shifts	11
Shorten the hours that the polls are open, do not require small communities to open at 7 a.m.	8
Have political parties take a more active role in recruiting workers	8
Remove the necessity that people must be affiliated with a political party to work	6
Eliminate same day registration	5
Simplify the procedures so that people were not intimidated by the process	4
Have election day on Saturday	4
Remove the requirement that poll workers must reside in a municipality to work there	4
Recognition of the poll workers and their hard work	2
Better polling place facilities	2
Get younger people more involved in the process	2
Institute vote by mail	1
Eliminate training	1



TRAINING

The majority of poll workers in Wisconsin are receiving little or no training outside of the chief inspector training conducted by the State Elections Board. Many municipal clerks stated that their training entailed a quick review before the polls open on election day or learning on the job. The majority of the municipal clerks and county clerks have received some type of training though, the length and extent of this training varies.

Training currently done by municipal clerks for poll workers

<i>Average Hours of Training Across the State</i>		
	Number of Respondents	Percentage of Respondents
Nothing	686	51%
1-3 hours	641	48%
3-6 hours	17	1%
6 or more	3	0.2%

<i>Average Hours of Training By Type of Municipality</i>						
	Towns		Villages		Cities	
	Number of Respondents	% of Respondents	Number of Respondents	% of Respondents	Number of Respondents	% of Respondents
Nothing	447	53%	170	52%	69	57%
1-3 hours	386	46%	156	48%	99	82%
3-6 hour	12	1%	2	1%	3	2%
6 or more	3	0%	0	0%	0	0%

Summary of what the training entails

Training done by the municipal clerks varies from a 1-2 hour session before each election to a half hour session before the polls open. The majority of the training is informal with the clerk using the Election Day manual, prepared by the State Elections Board and or materials that they have created. The topics covered in the training include all aspects of the poll worker's duties and pertinent forms and procedures.

Training currently done by county clerks

The amount of training conducted by county clerks is disparate across the state. It appears that many clerks try to make some training sessions available on an annual or biannual basis. These trainings last from 1-2 hours to a half day. Most clerks were not specific about what the content of the training was.

Response of Municipal Clerk's Survey

County clerk provides election-related training to municipal clerks

Yes 539 40%
No 808 60%

County clerk provides election-related training to poll workers

Yes 445 33%

No 902 67%

Response of County Clerk's Survey

County clerk provides election-related training to municipal clerks

Yes 28 56%

No 22 44%

County clerk provides election-related training to poll workers

Yes 19 38%

No 31 62%

Future Trainings

The majority of the municipal clerks, 60 percent, and county clerks, 80 percent, are interested in receiving more election-related training. The Statewide Voter Registration System will be implemented by January 1, 2006, causing many new municipalities to have voter registration for the first time, so it is no surprise that clerks are very interested in training on this topic. As the State Elections Board begins planning the training sessions to be held in the future, this list will be used to decide the specific topics to be covered. Survey responses from municipal clerks stressed the need for hands-on training with visuals of materials. The clerks also commented on the need for flexibility in the location and timing of the trainings. For example having training sessions on a Saturday afternoon and evening training sessions.

<i>Topics that Municipal Clerks Would Like to Receive Training On</i>	
	Number of Respondents
Voter Registration, including deciding a voter's residency and the new SVRS system	136
Would like to have any training offered by SEB	105
Anything New	81
Refresher course on everything	81
Absentee Ballots	34
Forms	14
Would like to learn how to train their own poll workers	14
Election Laws	13
Voting Equipments	12
Duties	10
Posting Notices	9
Provisional Ballots	7
Counting Ballots	6
HAVA	6
Mock Election	5
Campaign Finance	4
Pre-Election Preparations	4
Recount	3
Challenge	2
Post Election	2
After the Polls Close, Observers, Election Day, Nursing Home Voting, Closing Polls, Board of Canvass	1

<i>Topics that County Clerks Would Like to Receive Training On</i>	
	Number of Respondents
Trainings on all type of aspects of an election	18
Registration and the new SVRS system	7
Campaign Finance	3
HAVA- the new regulations and the new accessible voting equipment	3
Board of canvassers	2
Getting candidates on the ballot	1
Creating Ballots	1
Train the Trainer for Chief Inspector Training	1
Recounts	1

*Main Issues and Topics Municipal Clerks Would Like to Have Their
Poll Workers Trained On*

	Number of Respondents
Pre-Election Preparations	16
Election Day Activities	288
Post Election	221
None of the Above	722
Other (specific answers are listed below)	99
Refresher of all of the above	27
Voter Registration	20
Forms	5
Challenge Procedures	4
Both Election Day and Post Election Activity	5
Professional Conduct	3
Confidence	1
Counting Ballots	1
Duties	1
Voting Equipment	1
Observers	1
Partisan Primary	1

CHIEF INSPECTOR TRAINING

Due to the statutory requirement that a certified chief inspector be at each polling place, the State Elections Board did a series of training with one session conducted in almost every county throughout the state, the majority of the trainings were done during August through September of 2004, with several regional trainings done in October 2004 and January of 2005.

2004 Chief Inspector Trainings

The initial chief inspector trainings spanned from August through October 2004. The trainings were conducted by five Elections Specialists from the State Elections Board.

Every municipal clerk, one chief inspector and one alternate chief inspector as well as county clerks were invited to attend. For a nominal fee of \$50 per person, each municipality could opt to take more poll workers to the training session if they chose. There were approximately 7,570 attendees at the 143 sessions which were held.

The training sessions entailed a three hour PowerPoint presentation which covered every aspect of the Election Day process from opening the polling place to completing the forms and the counting of votes at the end of the night. Each participant was given an Election Day manual, which is a comprehensive guide created by the State Elections Board staff, to be used as a reference tool for poll workers on election day.

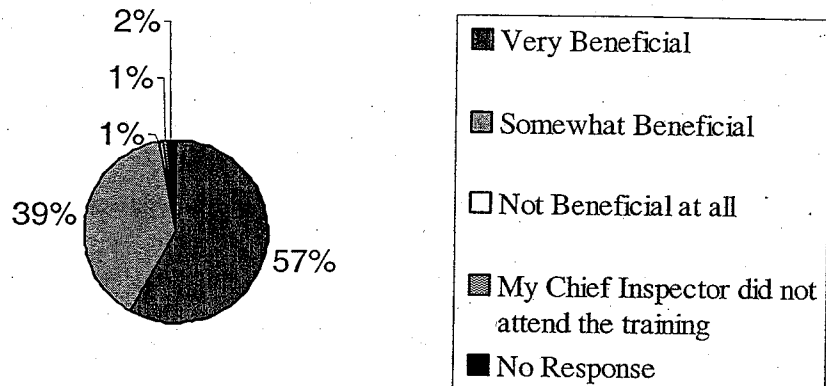
Overall the response to the trainings was very positive. An evaluation was conducted at the end of each session and on average the participants rated the trainings as "excellent" to "good." Many poll workers who had been working for years said that they even learned something new at the training.

2005 Chief Inspector Trainings

A second set of chief inspector trainings was conducted during the months of January and February in 2005 in order for poll workers who had been newly selected to attend. A total of 228 people attended the 10 sessions which were held.

The format of the training did not differ much from the initial training, but the State Elections Board staff did revise some of the materials and presentation based on the feedback they had received from the previous set of trainings.

How beneficial was the training in helping your Chief Inspector(s) to conduct a better election and feel more confident on election day?



RECOMMENDATIONS

The following recommendations have been suggested to the State Elections Board by clerks and the State Elections Board staff. The State Elections Board understands that the feasibility of some of the suggestion would be complex, but believe that these ideas merit at least a discussion by the Legislature.

- Permit poll workers to reside outside of the municipality where they work.
- Mandate a minimum number of hours for poll worker training.
- The State could provide an additional \$25-\$50 for each poll workers who work at the September and November elections and the Presidential Preference Primary during years of a presidential election. The estimated cost for this would be \$1 million per election based on 20,000 poll workers receiving \$50.
- The State could provide additional compensation to each Chief Inspector at each election.
- Encourage municipalities to use high school poll workers.
- Encourage municipalities to use shifts of poll workers.
- Encourage polling place consolidation.
- Change poll worker term to begin in January of even-numbered years, this would allow poll workers to work two elections in the spring before a general election.
- The State Elections Board could make pamphlets available to local clerks to help in their recruitment of poll workers. These could be created in both pamphlet format and as a poster. These could be posted to the State Elections Board Web site and downloaded for free by the clerks. Several states have already created similar pamphlets. See appendix for examples. The Board could also create pamphlets targeted at the county level political party leadership, reminding the party to submit lists of poll workers to local clerks.
- The State Elections Board could create public service announcements (PSA) on the need for poll workers. The PSAs could be made available for the clerks to utilize.
- The State Elections Board could contact some of the state's major employers and the chamber of commerce to see if corporations would be interested in partnering with local municipalities and help the clerks with the recruiting of poll workers.

- It is clear that there is both a desire and need for more election training throughout the state. Unfortunately, there are certain constraints which prevents the State Elections Board from doing all of the requested training. If the State Elections Board was able to create some materials which clerks could either order or download from its Web site, clerks would be able to conduct training at their convenience and adapt this training to the needs of their poll workers. A training module with approximately ten different ten minute segments which would be available on the internet and on DVD might be a viable way to overcome this obstacle. The training modules could have a workbook component and a test component. The University of Wisconsin Extension offices have assisted many state agencies with their training efforts and could to work with the State Elections Board staff to create a training set like this.
- The Association of Graphic Designers (AIGA) has developed a project called Design for Democracy to assist election administrators in the design of their materials. Design for Democracy's purpose is, "an initiative to enable greater participation in the American civic experience through careful design of how public information is presented and how interactions between government and the governed occur." See appendix for examples. Wisconsin should consider requesting a graphic designer from the Design for Democracy Project to review the State Elections Board's forms, voter information and other materials and work with the State Elections Board staff to improve the clarity and design of the forms and materials. Please note, there is a cost involved with this process.
- The State Elections Board should remind municipal clerks about the importance of paying poll workers at least minimum wage for their work on election day. On the other hand there are many incentives, which are not monetary that could also be effective in communicating to poll workers the important role they have in the administration of elections. The State Elections Board should also encourage local clerks to work with their local businesses to provide recognition of the important job poll workers do on election day. This recognition could be as simple as a bakery providing doughnuts for the workers or a municipal clerk purchasing pins for the poll workers to wear on election day.
- The State Elections Board could collect and disseminate best practices on recruiting to municipalities that are in need of this information.
- Create legislation authorizing the use of auxiliary non-partisan employees to assist the poll workers at the polling place in roles such as greeter, runner.
- Make election day a state holiday.
- Encourage clerks to provide extra benefits to poll workers such as a paid meal or snacks on election day.
- Barbeque at the state capitol for poll workers, to recognize the important contribution they make.

- Eliminate non-partisan primary in February.
- The State Elections Board could conduct a mock election for training purposes with voting equipment and ballots.
- The State Elections Board could work with other state agencies such as Department of Human Services and the Department of Workforce Development to encourage them to alert the people whom they serve about working as a poll worker.
- The State Elections Board could work with the Wisconsin Professional Police Association to encourage its members to become more educated about the election process and possibly to recruit them to work as poll workers.
- Wisconsin could partner with a company to create some supplemental online training for poll workers and or municipal clerks. There are some companies such as HAVA Partners that are offering this type of service. Please see appendix for the proposal from HAVA Partners as well as the estimated costs.

EXAMPLES FROM OTHER ELECTION JURISDICTIONS

City of Los Angeles and the State of Missouri

The City of Los Angeles and the state of Missouri both have novel recruiting programs. The City of Los Angeles started a program to have one city employee assist the Chief Poll Worker at each polling place. See more information in the attached appendix. The employee's role was to trouble-shoot and be there if there are any problems at the polling place. The employee is not required to take a vacation day when they volunteer. The staff at the Los Angeles City Clerk's Election Division said that the program was first implemented in Fall of 2004 and the results were positive, they will continue the program in the future. In an effort to recruit younger poll workers, the state of Missouri is working with the Michigan House Civics Commission, located in Lansing Michigan. More information about this organization can be found at: www.civicscommission.com.

Johnson County Kansas

In Johnson County Kansas, the county solicits non-profit organization to be responsible for staffing an entire polling place. See appendix for more detailed information. In exchange for their efforts, the non-profit volunteers have their wages donated to the non-profit. The State Elections Board could create a list of some of these best practices and make them available to local clerks who request the information.

North Carolina

North Carolina is implementing an innovative approach to their training. Its poll worker training is done at the county level. North Carolina's election staff found that the quality of training varies between the counties, so they are implementing a uniform statewide training program in the Fall of 2005. The new training will be supplemental to the training done currently and it is voluntary for the poll workers. The training will be offered through community colleges throughout the state. The North Carolina Board of Elections is working with the colleges to determine the content of the curriculum as well as the materials used during the session. Like a normal college course, there will be test and at the end of the training and those completing the course will earn certification.

APPENDICES

Example of Surveys

Graphs and Charts of Survey Results

Examples of brochures from other states on poll worker recruiting

Detailed information about the Adopt a Polling Place Program of Johnson County in Kansas

Examples of Design for Democracy projects

Proposal from HAVA Partners

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SURVEYS

County Clerks-Survey on the Training, Recruitment and Compensation of Poll Workers

General Information

1

Name of county:

2

Name and title of person completing the questionnaire.

Name:

Title:

3

How many years has the county clerk been in this position?

☐

Less than 1 year

☐

1-3 years

☐

4-7 years

☐

8-11 years

☐

12 or more

☐

I don't know

SUBMIT

County Clerks-Survey on the Training, Recruitment and Compensation of Poll Workers

Training

4

Does the county clerk provide election-related training for MUNICIPAL CLERKS?

YES

NO

If YES, please give a brief description of the training, how many hours it is and how often it takes place.

5

Does the county clerk provide election-related training for POLL WORKERS?

YES

NO

If YES, please give a brief description of the training, how many hours it is and how often it takes place.

6

In what areas of election day activities do you believe the poll workers in your county need more training?



Pre-Election preparations (setting up the polling place, making sure that the required supplies are there)



Election Day Activities (maintaining voter lists, handling observers, processing absentee ballots, assisting electors)



Post Election Activities (counting ballots, completing forms, securing ballots)



None

☐ Other, please specify

7

What is the one issue with which the poll workers in your county have the most problems on election day?

8

Have you as a county clerk ever received election related training?

☐ YES ☐ NO

9

If you answered YES to Question 8, please indicate from whom you received the training (mark all that apply).

☐ Clerks' Association Meeting

☐ WisLine

☐ State Elections Board

☐ Other, please specify

10

If you answered YES to Question 8, please give a brief description of the training, how many hours it was and how often it takes place.

11

Would you be interested in receiving more election-related training?

☐ YES ☐ NO

If yes, please describe the type of training desired:

12

What other types of professional training has the county clerk received?
Please list below.

13

If you answered Question 12, please explain the type of training and
from whom the clerk received the training?



Survey Page 2

County Clerks-Survey on the Training, Recruitment and Compensation of Poll Workers

Routing/Organization of Election Materials

14

Are you aware of any special way your municipal clerks organize their
election materials, route the materials and supplies that has worked out
well? If so please explain below.



Other Information



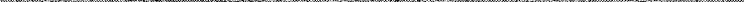
15

If you have any other comments, please use the following space and/or email Sutton Meagher at sutton.meagher@seb.state.wi.us.



Survey Page 3

-

2

1. NAME _____

2. DATE _____

3. TIME _____

4. LOCATION _____

5. WEATHER _____

6. WIND _____

7. WAVE _____

8. SEA _____

9. SWELL _____

10. SWELL _____

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96. SWELL _____

97. SWELL _____

98. SWELL _____

99. SWELL _____

100. SWELL _____

-

7 *How would you describe your municipality?

- ☐ Rural
- ☐ Urban
- ☐ Suburban

8 *Please indicate the number of polling places in your municipality at each election listed below? A polling place is defined as a physical location.

Fall Presidential

Fall Gubernatorial

Spring

Poll Worker Compensation

9 How much do you pay your poll workers?

Per hour:

Per day:

10 How much do you pay your certified Chief Inspector?

Per hour:

Per day:

11 *How much do you pay your poll workers to attend training sessions? If you do not pay please indicate "nothing."

- 12 *Do you provide any other "benefits" (e.g. paid meals/snacks, parking) for your poll workers at the training sessions and or on election day?

YES NO

If YES, what are the benefits?

- 13 *Do you think that the compensation offered affects your ability to recruit poll workers?

YES

NO

If YES, what do you think an appropriate compensation would be?

- 14 *Do your poll workers work in shifts?

YES

NO

- 15 If you answered YES to Question 14 how do you divide the shifts?

☐ 4 Hours

☐ Half a day

☐ Other, please specify

- 16 If you answered YES to Question 14 is there a different Chief Inspector for every shift?

YES

NO

17 *How many TOTAL poll workers do you have in your municipality to draw from at each election?

☐ 3-10

☐ 11-20

☐ 21-30

☐ 31-40

☐ 41-51

☐ If more, please specify the total

18 *On average, how many poll workers PER POLLING PLACE do you use at the Fall Gubernatorial Election? If you use shifts, then please indicate how many people per shift, NOT the total amount of poll workers.

☐ 3

☐ 5

☐ 7

☐ 9

☐ 11

☐ More than 11, please specify the number below

19 *On average, how many poll workers PER POLLING PLACE do you use at the Fall Presidential Election? If you use shifts, then please indicate how many people per shift, NOT the total amount of poll workers.

☐ 3

☐ 5

☐ 7

☐ 9

☐ 11

Answers continued on
next page



☐ More than 11, please specify the number below

20 *On average, how many poll workers PER POLLING PLACE do you use at spring elections? If you use shifts, then please indicate how many people per shift, NOT the total amount of poll workers.

☐ 3

☐ 5

☐ 7

☐ 9

☐ 11

☐ More than 11, please specify the number below

Poll Worker Compensation

21 *Please indicate the method or methods below you use to recruit the majority of your poll workers? Mark all that apply.

☐ Political parties

☐ Word of mouth

☐ Other poll workers recommend individuals

☐ Civic groups or volunteer organizations

☐ Advertising

☐ Other, please specify

22 *Do you have problems recruiting poll workers?

☐ YES

☐ NO

- 23** If you answered YES to Question 22, please indicate below the issue or issues you believe create the largest barrier to people in your community wanting to be poll workers. Mark all that apply.

- ☐ They work full time and cannot take a day off
- ☐ Not enough compensation
- ☐ They are just not interested
- ☐ They are required to work too many hours on election day
- ☐ Other, please specify

- 24** If you answered YES to Question 22, what could be done to assist you in making poll worker recruitment easier?

- 25** If you answered NO to Question 22, what are some of the strategies you use to recruit people?

- 26** *Have you ever used high school poll workers?

YES

NO

- 27** If you answered YES to Question 26, how successful/unsuccessful was your experience?

28 If you answered NO to Question 26, why do you think that this would not work in your municipality?

29 *Have you ever gone to a business, civic group or other volunteer organization to recruit poll workers?

YES

NO

If YES, please describe the groups you worked with and how successful or unsuccessful your experience was:

30 *What is the average age of the majority of your poll workers?

18-28

29-38

39-48

49-58

59-68

69-older

I don't know

31 *On average how much training, NOT counting the Chief Inspector, do your poll workers receive before each election.

None

1-3 hours

3-6 hours

6 or more

32 If applicable, please give a brief description of what your training entails, how many hours of training it is and how often the training occurs.

33 *Does your county clerk provide training for POLL WORKERS?

☐ YES

☐ NO

If YES, please give a brief explanation of how many hours, what the training entails and how often the training occurs.

34 *Does your county clerk do election related training for MUNICIPAL CLERKS?

☐ YES

☐ NO

If YES, please give a brief explanation of how many hours, what the training entails and how often the training occurs.

35 *In what areas do your poll workers need more training? Mark only one.

☐ Pre-Election preparations (setting up the polling place, making sure that the required supplies are there)

☐ Election Day Activities (maintaining voter lists, handling observers, processing absentee ballots, assisting electors)

☐ Post Election Activities (counting ballots, completing forms, securing ballots)

☐ None of the Above

☐ Other, please specify

36 What is the one issue with which your poll workers have the most problems on election day?

37 *Have you and your Chief Inspectors attended one of the State Election Board's Chief Inspector Training sessions?

YES

NO

If NO, please explain why you and your Chief Inspectors have not attended a training session?

38 If you answered YES to Question 37, was the training beneficial in helping your Chief Inspector(s) to conduct a better election and feel more confident on election day?

Very beneficial

Somewhat
beneficial

Not beneficial at
all

My Chief Inspector did not attend the
training session

39 Did your Chief Inspector find the Election Day Manual (the blue binder passed out at the training) helpful?

YES

NO

What was helpful about the materials, or how could the materials be improved?

40 *Have you as a municipal clerk ever received election training other than Chief Inspector Training?

YES

NO

41 If you have received training, please indicate from whom you received the training (mark all that apply):

- ☐ County Clerk
- ☐ Municipal Clerks' Association Meeting
- ☐ Towns Association
- ☐ WisLine
- ☐ State Elections Board
- ☐ Other, please specify

42 If you answered YES to Question 40, how many hours of training did you receive and what did the training entail?

43 Would you be interested in receiving more election-related training?

YES

NO

If yes, please describe the type of training desired:

- 44 What other types of professional training has the municipal clerk received? Please list below.

- 45 If Question 44 was answered, please explain the type of training and from whom the clerk received the training.

Routing/Organization of Election Materials

- 46 Do you have any special way you organize your election materials and supplies or route the materials at the end of the night that has worked out well? If so please explain below.

Other Information

- 47 If you have any other comments or suggestions please use the following space and/or email Sutton Meagher at sutton.meagher@seb.state.wi.us.

CHARTS AND GRAPHS OF SURVEY RESULTS

<i>Respondents to the Survey</i>			
	Total # Municipalities	# Municipalities Responded	% Response Rate
ADAMS	20	17	85%
ASHLAND	16	11	69%
BARRON	36	23	64%
BAYFIELD	30	16	53%
BROWN	28	20	71%
BUFFALO	23	15	65%
BURNETT	24	16	67%
CALUMET	20	11	55%
CHIPPEWA	32	19	59%
CLARK	46	30	65%
COLUMBIA	35	24	69%
CRAWFORD	22	14	64%
DANE	61	44	72%
DODGE	45	28	62%
DOOR	19	15	79%
DOUGLAS	22	15	68%
DUNN	30	18	60%
EAU CLAIRE	18	10	56%
FLORENCE	8	5	63%
FOND DU LAC	34	22	65%
FOREST	15	12	80%
GRANT	52	36	69%
GREEN	24	17	71%
GREEN LAKE	16	13	81%
IOWA	29	23	79%
IRON	12	10	83%
JACKSON	27	19	70%
JEFFERSON	27	21	78%
JUNEAU	29	20	69%
KENOSHA	14	12	86%
KEWAUNEE	14	10	71%
LA CROSSE	18	14	78%
LAFAYETTE	28	16	57%
LANGLADE	19	12	63%
LINCOLN	18	12	67%
MANITOWOC	30	23	77%
MARATHON	62	40	65%
MARINETTE	25	17	68%
MARQUETTE	19	10	53%
MENOMINEE	1	1	100%
MILWAUKEE	19	19	100%
MONROE	34	26	76%
OCONTO	29	23	79%

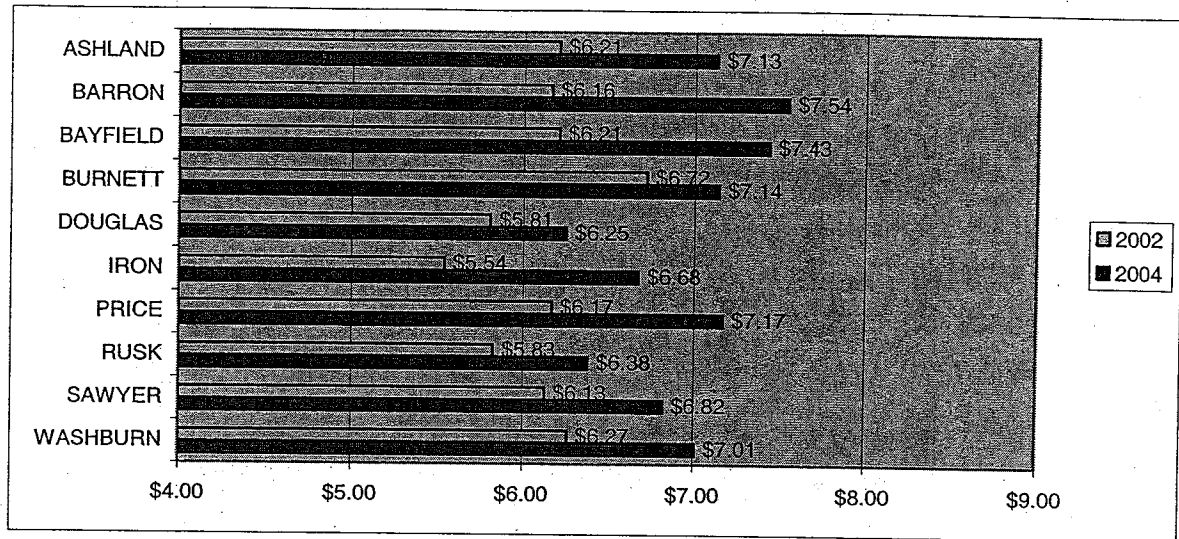
<i>Respondents to the Survey</i>			
	Total # Municipalities	# Municipalities Responded	% Response Rate
ONEIDA	21	18	86%
OUTAGAMIE	34	26	76%
OZAUCKEE	16	12	75%
PEPIN	11	8	73%
PIERCE	25	19	76%
POLK	36	29	81%
PORTAGE	28	23	82%
PRICE	22	19	86%
RACINE	19	17	89%
RICHLAND	22	12	55%
ROCK	29	24	83%
RUSK	33	19	58%
ST. CROIX	35	21	60%
SAUK	39	28	72%
SAWYER	21	14	67%
SHAWANO	38	26	68%
SHEBOYGAN	28	20	71%
TAYLOR	27	17	63%
TREMPEALEAU	26	17	65%
VERNON	33	24	73%
VILAS	15	11	73%
WALWORTH	29	21	72%
WASHBURN	25	14	56%
WASHINGTON	21	17	81%
WAUKESHA	38	31	82%
WAUPACA	34	20	59%
WAUSHARA	26	17	65%
WINNEBAGO	22	18	82%
WOOD	34	26	76%

<i>Total Number of Poll Workers to Choose From</i>		
Total Number of Poll Workers	Number of Respondents	Percentage of Respondents
3 to 10	900	67%
11 to 20	289	21%
21 to 30	49	4%
31 to 40	33	2%
41 to 51	23	2%
More than 51	53	4%
Average number of poll workers for those who answered "More than 51" = 145		

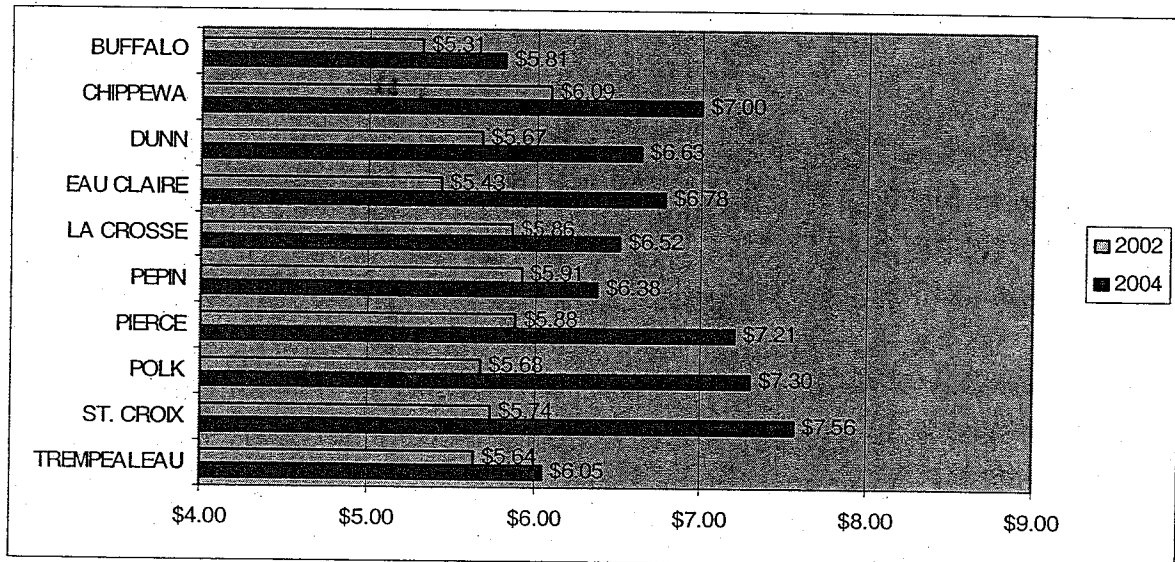
Wages By County						
	Poll Workers			Chief Inspectors		
	Average	Range		Average	Range	
		Low	High		Low	High
ADAMS	\$6.31	\$5.00	\$10.00	\$6.42	\$5.00	\$10.00
ASHLAND	\$7.13	\$5.75	\$11.25	\$7.86	\$6.25	\$11.25
BARRON	\$7.54	\$5.15	\$10.00	\$7.73	\$5.15	\$10.00
BAYFIELD	\$7.43	\$5.15	\$10.00	\$7.56	\$5.15	\$10.00
BROWN	\$7.93	\$6.45	\$11.00	\$8.34	\$6.45	\$11.00
BUFFALO	\$5.81	\$4.17	\$8.00	\$5.90	\$4.17	\$8.00
BURNETT	\$7.14	\$5.15	\$8.55	\$6.74	\$5.15	\$8.55
CALUMET	\$7.30	\$5.00	\$9.75	\$7.30	\$5.00	\$9.75
CHIPPEWA	\$7.00	\$5.15	\$14.00	\$7.18	\$5.15	\$14.00
CLARK	\$7.29	\$5.50	\$10.00	\$7.43	\$5.50	\$10.00
COLUMBIA	\$6.76	\$4.17	\$8.50	\$6.54	\$4.17	\$9.50
CRAWFORD	\$6.02	\$5.00	\$7.00	\$6.82	\$5.15	\$7.00
DANE	\$7.24	\$5.15	\$10.00	\$7.70	\$4.17	\$15.00
DODGE	\$6.81	\$4.58	\$8.76	\$7.18	\$4.58	\$4.17
DOOR	\$7.86	\$2.92	\$10.00	\$7.82	\$2.92	\$10.00
DOUGLAS	\$6.25	\$4.50	\$10.00	\$6.53	\$4.50	\$10.00
DUNN	\$6.63	\$5.15	\$8.50	\$6.74	\$5.15	\$8.50
EAU CLAIRE	\$6.78	\$5.15	\$10.00	\$7.12	\$5.15	\$10.00
FLORENCE	\$7.65	\$7.00	\$8.75	\$8.25	\$7.00	\$10.00
FOND DU LAC	\$7.09	\$5.00	\$8.50	\$7.69	\$5.50	\$14.25
FOREST	\$8.18	\$5.50	\$10.42	\$8.26	\$5.50	\$10.42
GRANT	\$6.39	\$5.00	\$10.00	\$6.47	\$5.00	\$10.00
GREEN	\$6.32	\$2.92	\$10.00	\$6.45	\$2.92	\$10.00
GREEN LAKE	\$6.49	\$5.15	\$8.50	\$6.53	\$5.15	\$9.00
IOWA	\$6.64	\$4.17	\$10.00	\$6.55	\$4.17	\$10.00
IRON	\$6.68	\$4.17	\$10.00	\$6.96	\$4.17	\$12.00
JACKSON	\$7.05	\$5.00	\$10.00	\$7.09	\$5.00	\$10.00
JEFFERSON	\$7.05	\$5.15	\$12.00	\$7.21	\$5.15	\$12.00
JUNEAU	\$6.67	\$5.00	\$9.17	\$7.14	\$5.00	\$16.67
KENOSHA	\$7.99	\$6.00	\$10.42	\$8.57	\$6.50	\$10.42
KEWAUNEE	\$7.10	\$5.50	\$8.00	\$7.10	\$5.50	\$8.00
LA CROSSE	\$6.52	\$4.17	\$8.50	\$6.99	\$5.00	\$10.00
LAFAYETTE	\$6.82	\$5.00	\$9.17	\$6.92	\$5.00	\$9.17
LANGLADE	\$7.21	\$5.15	\$8.33	\$7.48	\$5.15	\$10.00
LINCOLN	\$8.03	\$6.00	\$10.00	\$8.12	\$6.50	\$10.00
MANITOWOC	\$6.39	\$5.00	\$8.00	\$6.61	\$5.00	\$8.75
MARATHON	\$7.63	\$5.15	\$12.00	\$7.96	\$5.15	\$12.50
MARINETTE	\$7.04	\$5.25	\$8.50	\$7.19	\$5.25	\$9.00
MARQUETTE	\$6.87	\$5.75	\$8.00	\$6.92	\$5.75	\$8.00
MENOMINEE	\$8.50	\$8.50	\$8.50	\$10.00	\$10.00	\$10.00
MILWAUKEE	\$6.60	\$4.67	\$8.42	\$7.40	\$4.92	\$11.67
MONROE	\$5.92	\$4.17	\$8.33	\$6.10	\$4.17	\$9.00

Wages By County						
	Poll Workers			Chief Inspectors		
		Range			Range	
	Average	Low	High	Average	Low	High
OCONTO	\$7.38	\$5.15	\$10.00	\$6.76	\$5.15	\$10.00
ONEIDA	\$7.57	\$6.00	\$8.50	\$7.41	\$6.00	\$12.00
OUTAGAMIE	\$7.98	\$5.50	\$10.42	\$8.20	\$5.50	\$11.25
OZAUKEE	\$6.96	\$6.00	\$10.00	\$7.60	\$6.00	\$10.32
PEPIN	\$6.38	\$5.25	\$8.00	\$5.79	\$5.25	\$8.00
PIERCE	\$7.21	\$5.15	\$10.00	\$7.43	\$5.15	\$10.00
POLK	\$7.30	\$5.36	\$10.00	\$7.50	\$5.36	\$10.00
PORTAGE	\$7.69	\$4.58	\$10.42	\$7.97	\$4.58	\$12.50
PRICE	\$7.17	\$5.15	\$9.75	\$7.28	\$5.15	\$9.75
RACINE	\$6.95	\$5.00	\$10.00	\$6.77	\$5.00	\$10.00
RICHLAND	\$7.03	\$5.00	\$8.50	\$7.24	\$5.17	\$10.42
ROCK	\$6.69	\$5.15	\$10.00	\$7.15	\$5.15	\$10.00
RUSK	\$6.38	\$5.00	\$8.50	\$6.71	\$5.00	\$10.00
ST. CROIX	\$7.56	\$6.00	\$10.00	\$7.78	\$6.00	\$10.00
SAUK	\$7.14	\$5.00	\$10.00	\$7.39	\$5.00	\$10.42
SAWYER	\$6.82	\$5.25	\$9.00	\$7.11	\$5.83	\$9.00
SHAWANO	\$7.04	\$5.15	\$9.00	\$7.08	\$5.15	\$9.00
SHEBOYGAN	\$6.74	\$5.15	\$8.00	\$7.14	\$5.15	\$10.00
TAYLOR	\$6.95	\$4.72	\$8.50	\$7.01	\$4.72	\$8.50
TREMPEALEAU	\$6.05	\$4.17	\$8.33	\$6.41	\$4.17	\$8.33
VERNON	\$7.04	\$4.17	\$10.00	\$7.39	\$4.17	\$12.50
VILAS	\$7.65	\$6.00	\$10.00	\$7.78	\$6.00	\$10.00
WALWORTH	\$7.22	\$5.15	\$10.00	\$7.72	\$5.15	\$10.42
WASHBURN	\$7.01	\$5.65	\$8.00	\$7.08	\$5.65	\$9.00
WASHINGTON	\$8.08	\$6.00	\$12.00	\$8.61	\$6.00	\$12.00
WAUKESHA	\$6.73	\$2.33	\$9.17	\$7.53	\$2.50	\$12.00
WAUPACA	\$6.80	\$5.15	\$9.00	\$6.89	\$5.15	\$9.00
WAUSHARA	\$8.05	\$6.15	\$10.42	\$8.17	\$6.15	\$10.42
WINNEBAGO	\$7.54	\$5.15	\$10.00	\$7.76	\$5.15	\$10.42
WOOD	\$7.66	\$4.58	\$10.00	\$8.09	\$4.58	\$12.50

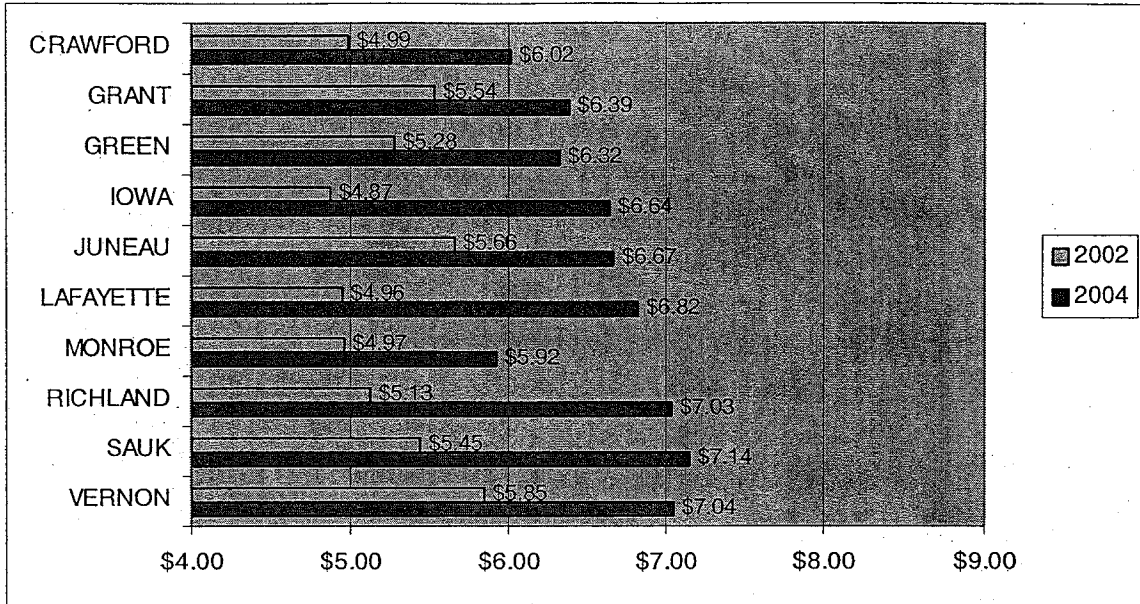
*2002 Average Wages versus 2004 Average Wages by County
North Western Region*



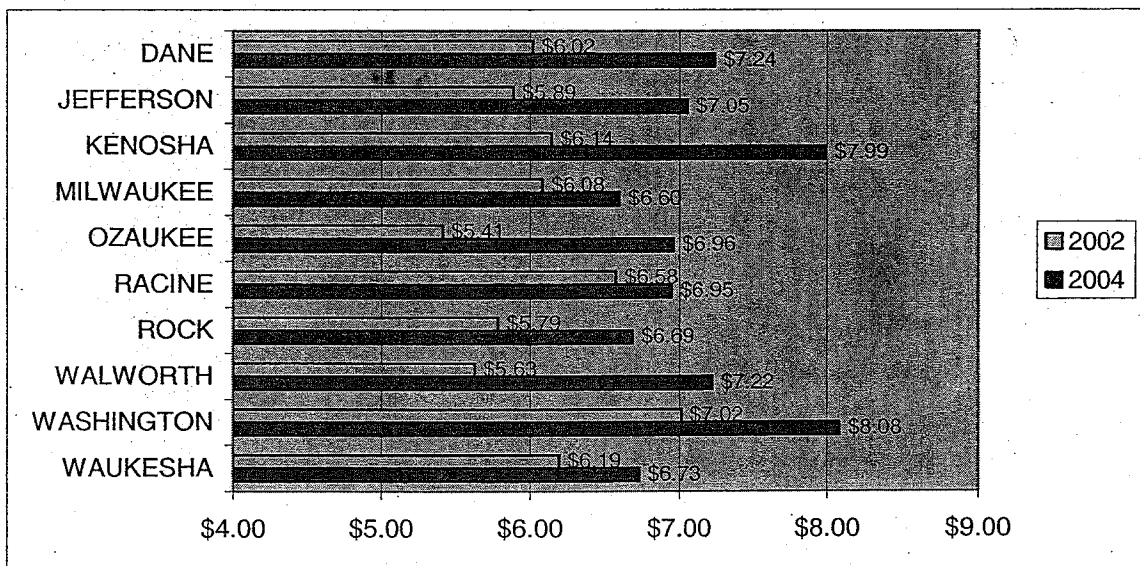
Western Region



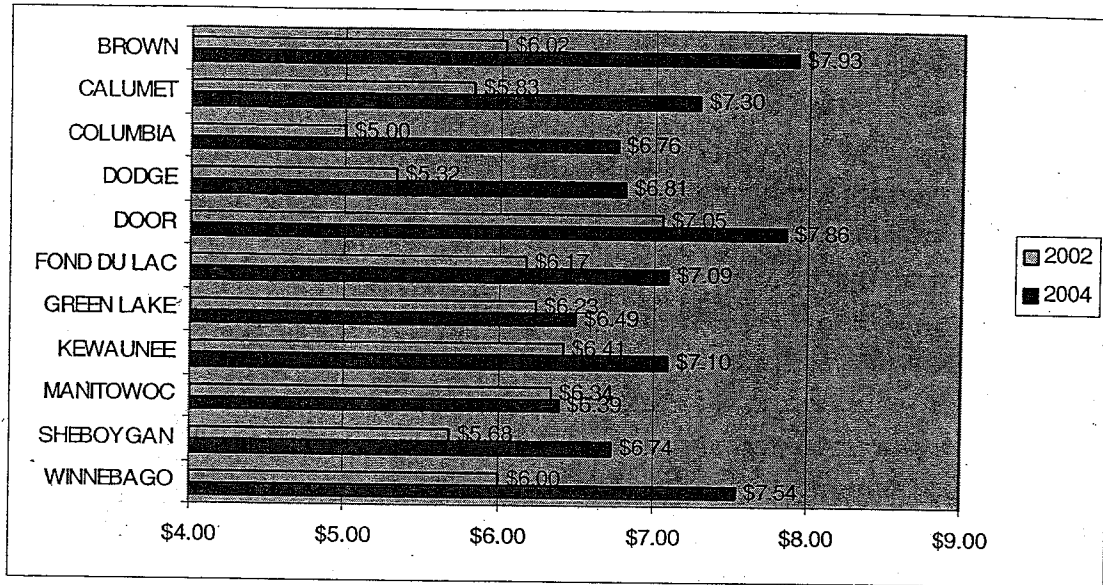
South Western Region



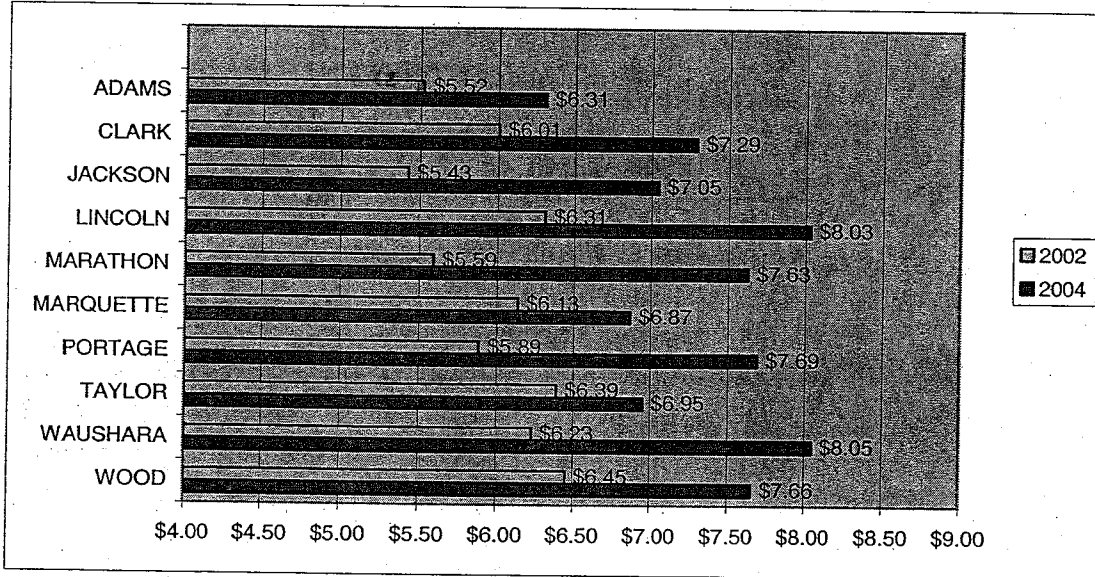
South Eastern Region



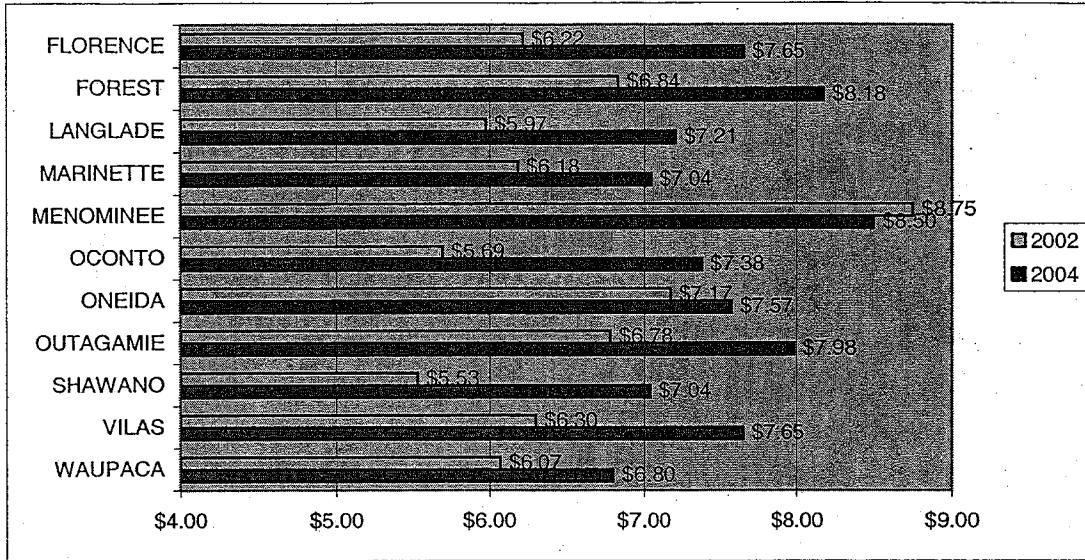
Eastern Region



Central Region



North Eastern Region



Municipalities that give poll workers extra benefits

	Number of Respondents	Percentage of Respondents
Yes	602	45%
No	745	55%
Most Responses: meals and mileage		

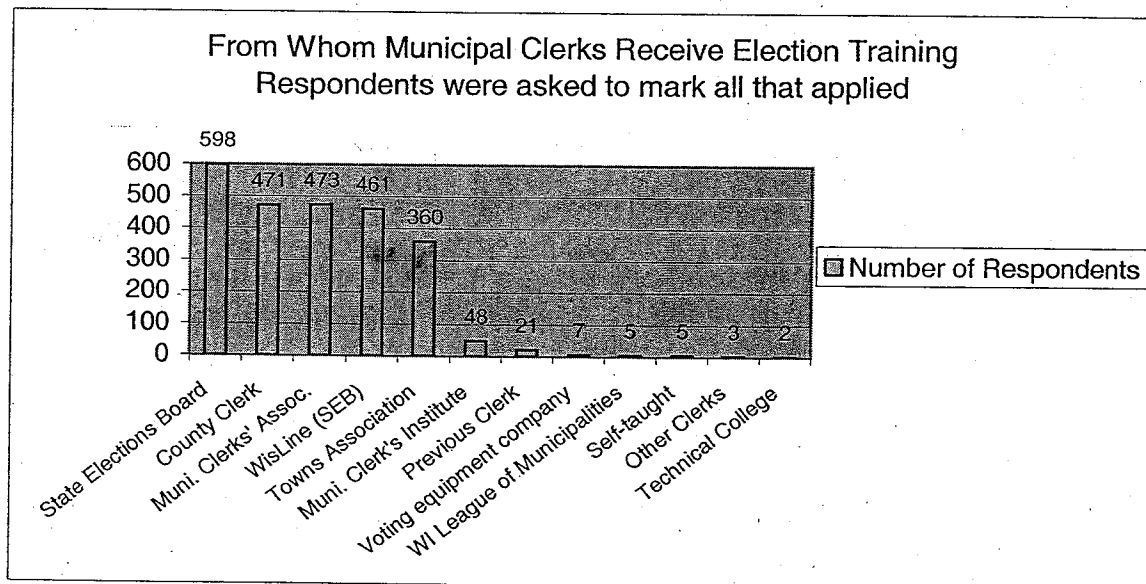
Trouble Recruiting Poll Workers By County

	Yes	Percentage of Municipalities Stating Yes
ADAMS	2	12%
ASHLAND	0	0%
BARRON	1	4%
BAYFIELD	1	6%
BROWN	6	30%
BUFFALO	5	33%
BURNETT	4	25%
CALUMET	2	18%
CHIPPEWA	5	26%
CLARK	8	27%
COLUMBIA	6	25%
CRAWFORD	3	21%
DANE	9	20%
DODGE	5	18%
DOOR	3	20%

	Yes	Percentage of Municipalities Stating Yes
DOUGLAS	6	40%
DUNN	4	22%
EAU CLAIRE	2	20%
FLORENCE	1	20%
FOND DU LAC	7	32%
FOREST	3	25%
GRANT	9	25%
GREEN	3	18%
GREEN LAKE	4	31%
IOWA	9	39%
IRON	3	30%
JACKSON	6	32%
JEFFERSON	8	38%
JUNEAU	4	20%
KENOSHA	1	8%
KEWAUNEE	1	10%

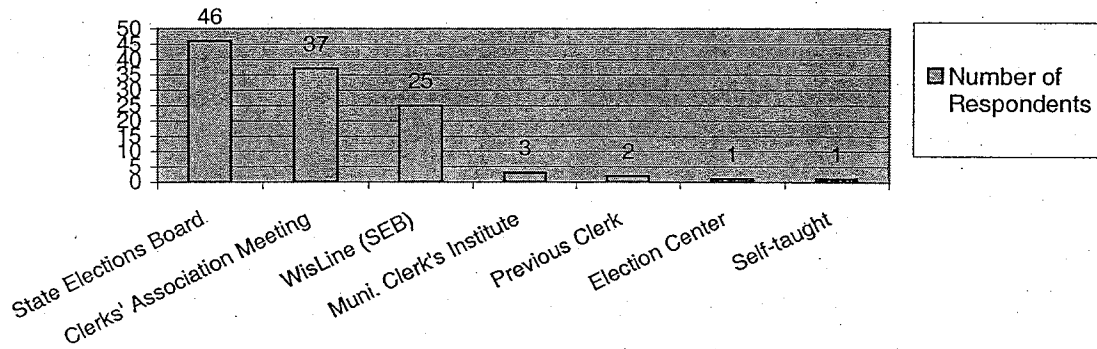
<i>Length of the Shifts</i>	
	Number of Respondents
4 Hours	18
Half Day	244
Other	151

Most clerks who answered "other" stated that they allow workers to work in shifts as needed to fit their schedules. Several clerks stated that they allow shifts for meals. Some clerks stated that it depends on the election. For example, at a large election such as a presidential they would use shifts.



From Whom the County Clerk has Received Election Training

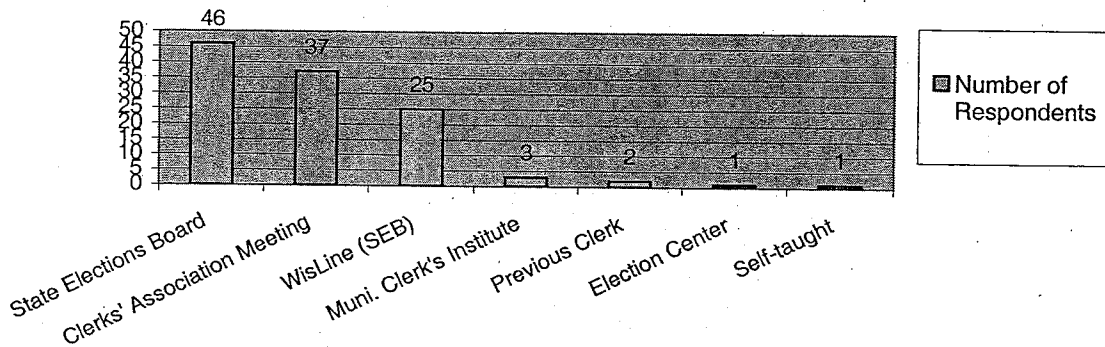
Respondents marked all that applied



From Whom the County Clerk has Received Election

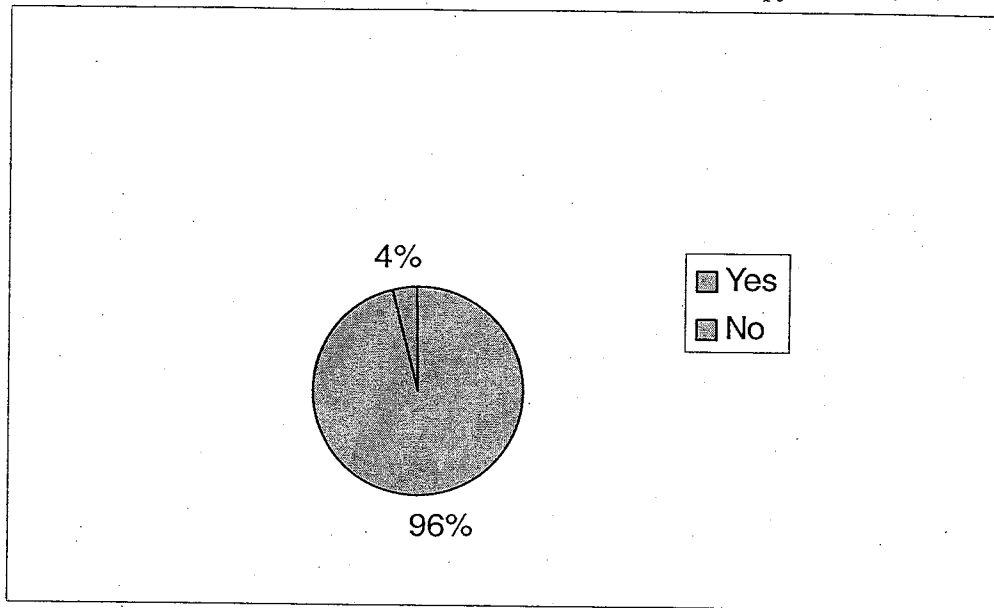
Training

Respondents marked all that applied



<i>Main Issues and Topics County Clerks Would Like to Have Their Poll Workers Trained On</i>	
Respondents marked all that applied	
	Number of Respondents
Pre-Election Preparations	3
Election Day Activities	32
Post Election	35
None of the Above	3
<i>Respondents stated one specific issue would like to Have their poll workers trained on</i>	
Counting Ballots, completing tally sheet, counting write-in votes	12
Completing Forms	5
Registration	5
Completing the EB-104	3
Observers	3
Capturing the names and voter number accurately on the poll list	2
Absentee Ballots	1
Challenge Procedure	1
Municipal Canvass	1
New Regulations	1
Provisional Ballots	1
Determining Residency of Voters	1

Did your Chief Inspector find the Election Day Manual helpful?



JOHNSON COUNTY KANSAS

ADOPT A POLLING PLACE

you are here: [home](#) > [voter outreach](#) > [help wanted](#) > adopt a polling place

Adopt a Polling Place Program

"Share Your Day.....and Your Pay" - A Fund Raising Project

We need your help! On Election Day, over 1,800 election workers are needed to serve the voters at the polls in Johnson County. This program provides your organization and/or business an opportunity to adopt a polling place for Election Day. View future [election dates](#) [here](#).

At each adopted polling place, your team can earn money for the fund raising project of your organization, employee fund, or charitable organization. Money is based on the number of people signed up for one 13-hour day. An additional \$15 per person will be paid to each person who attends a three-hour training session. Following the election, team members would donate their earnings to your organization's fund raising project.

Your participation in this partnership will promote civic responsibility, support the democratic process, and earn dollars for your group!

The following information provides detail information about the program including a brief description of election worker duties and responsibilities.

The first step to participate in the program is to complete the [Organization Response Form](#). Please forward this form to our office as soon as possible.

The second step is to distribute the [Election Worker Response Form](#) to the interested members of your organization/group and review the [Election Worker Information](#). Again, they should complete the form and return it to our office as soon as possible.

If your group wishes to be assigned to a specific location or to work with specific team members, please be sure to note that on the response form under "comments."

To learn more about this project or if you have questions, please contact us at (913) 782-3441, ext. 6814 or ext. 6836

Fall 2004 - Primary and General Elections

The Election Office welcomes and appreciates the 33 organizations that are actively participating as members of the Adopt a Polling Place program in the Fall 2004 elections.

- American Association of University Women
- Beta Sigma Phi - XI Theta Omega
- Breakpointe Community Church
- Catholic Charities - Mother-to-Mother
- Cherokee Christian Church
- Community of Christ - Lenexa
- Crossroads Church, RCA
- District Attorney's Office - Feed the Need
- Greater Kansas City Needlepoint Guild

Johnson County, Kansas - Adopt A Polling Place

- Harvest Ridge Covenant Church
- Heartland Cosmopolitan Club
- International Association of Administrative Professionals
- Kiwanis - Overland Park
- League of Women Voters
- Lenexa Historical Society
- Lenexa Masonic Lodge #135
- Merriam Christian Church
- Military Officers Association of America
- Olathe District Schools - Retired Employee Association
- Old Mission Methodist Church - Pathfinders
- Optimist Club - Blue Valley
- Optimist Club - Clockwinders
- Optimist Club - Merriam
- Overland Park Noon Lion's Club
- Prairie Center Church of God
- Shriner's - Abdallah Oriental Band
- Shawnee Mission Northwest Drumline
- VFW #6654 - De Soto
- Village Presbyterian Church
- Zonta of Johnson County

The members of the Partner in Democracy program participate in the election process by providing the use of their facilities as polling places and other courtesies in August and November 2004 election days.

- Boardroom Barbeque Restaurant
- City of Overland Park - 20 employees as election workers
- Denny's Restaurant
- Krispy Kream Donuts - donuts for all Election Workers on election day
- Leona Yarbrough's Restaurant
- Old Chicago Restaurant
- Ranch Mart Shopping Center
- Reece & Nichol's - 3 voting locations

Fall 2002 - Primary and General Elections

In August and November 2002, fifteen community service organizations enrolled in the Adopt a Polling Place program and donated their earning to a charitable project. Members served as election workers on Election Day as well as attended 3 hours of training.

Participating groups include:

- American Association of University Women/Olathe Chapter
- Beta-Sigma Phi-Laureate/Beta Iota Chapter
- Blue Valley Optimist Club
- Children's Miracle Network
- College Boulevard Kiwanis Club
- Kiwanis Club of Old Mission
- League of Women Voters
- Leawood Lions Club
- Lenexa Masonic Lodge #135
- Merriam Christian Church
- Merriam Kiwanis Club
- Olathe Optimist Clockwinder's Club
- Shawnee Lions Club
- Shawnee Mission Pilot Club
- Zonta International

Spring 2001 - Primary and General Elections

Johnson County, Kansas - Adopt A Polling Place

On February 27 and April 3, 2001, eighteen community groups/businesses participated in the Adopt a Polling Place program by serving as election workers at various voting locations in Johnson County. These members donated the monies earned to a favorite charity or fund raising project.

Participating groups include:

- Aldersgate United Methodist Church Sunday School - \$280.00
- American Association of University Women/Olathe Chapter - \$450.00
- Beta-Sigma Phi-Laureate/Beta Iota Chapter - \$505.00
- Blue Valley Optimist Club - \$972.50
- College Boulevard Kiwanis Club - \$210.00
- Court Services - \$140.00
- League of Women Voters - \$70.00
- Leawood Lions Club - \$435.00
- Lenexa Masonic Lodge #135 - \$750.00
- Merriam Christian Church - \$560.00
- Merriam Kiwanis Club - \$70.00
- NEA-Shawnee Mission - \$85.00
- Olathe Optimist Clockwinder's Club - \$535.00
- Shawnee Lions Club - \$140.00
- Shawnee Mission Pilot Club - \$210.00
- Sprint - \$85.00
- West Lenexa SDA Church - \$225.00
- Xi Theta Omega of Beta Sigma Phi - \$337.50

November 2000 - General Election

Seventeen community service organizations/businesses participated in the Presidential Election by serving as election workers at the polls. The 81 volunteers donated their earnings to a fund raising project or a favorite charity.

Participating groups and monies earned:

- Aldersgate United Methodist Church - \$240.00
- American Association of University Women - \$380.00
- Beta Sigma Phi - \$380.00
- Blue Valley Optimist Club - \$695.00
- College Boulevard Kiwanis Club - \$425.00
- Court Services - \$85.00
- Cub Scout Pack - \$100.00
- Kiwanis Club of Old Mission - \$355.00
- Leawood Lions Club - \$550.00
- Lenexa Masonic Lodge - \$452.50
- Merriam Christian Church - \$625.00
- Merriam Optimist Club - \$225.00
- NEA Shawnee Mission - \$655.00
- Pilot Club of Shawnee Mission - \$325.00
- Shawnee Lions Club - \$140.00
- West Lenexa SDA Church - \$170.00
- Xi Theta Omega of Beta Sigma Phi - \$285.00

August 2000 - Primary Election

On August 1, 2000, sixteen organizations/businesses provided 59 election workers for the Primary Election through the Adopt a Polling Place Program.

Each election worker donated their earnings to a favorite charity or a fund raising project.

Participating groups and monies earned:

Johnson County, Kansas - Adopt A Polling Place

- Aldersgate United Methodist Church - \$525.00
- American Association of University Women (AAUW), Olathe Branch - \$440.00
- Beta Sigma Phi, Laureate Beta Iota Chapter - \$425.00
- Beta Sigma Phi, Xi Theta Omega Chapter - \$170.00
- Blue Valley Optimist Club - \$400.00
- Cub Scout Pack # 3280, Maranatha Academy - \$100.00
- Kiwanis Club of Old Mission - \$300.00
- Leawood Lions Club - \$625.00
- Lenexa Masonic Lodge #135 - \$482.50
- Merriam Christian Church - \$710.00
- Merriam Optimist Club - \$170.00
- Olathe Clockwinder's Optimist Club - \$340.00
- Pilot Club of Shawnee Mission \$340.00
- Shawnee Lions Club - \$170.00
- Wal Mart Distribution Center - \$185.00
- West Lenexa SDA Church - \$185.00

November 1998 - General Election

On November 3, 1998, twenty members of the **Olathe Clockwinder's Optimist Club** served as election workers in Johnson County. They received approximately \$1,500 in total salary, which was donated to their Optimist Club as a fundraising event.

Seven members of the **Olathe Business and Professional Women's Organization (BPW)** were scheduled to work in the November 3, 1998 general election in Johnson County. They received approximately \$600.00 in total salary, which was donated to their organization as a fundraising event.

Five members of the **American Association of University Women (AAUW)** were assigned to work in the November 3, 1998 general election in Johnson County. They received approximately \$440.00 in total salary, which was donated to their organization as a fundraising event.

August 1998 - Primary Election

Six members of the **Olathe Business and Professional Women's Organization (BPW)** served as election workers in the August 4, 1998, primary election in Johnson County. They worked as a team at one voting location and received approximately \$540.00 in total salary, all of which was donated to the BPW Association.

[about us](#) | [voter information](#) | [election information](#) | [candidate information](#) | [voter outreach](#) |
[statistics - history](#) | [forms](#) | [help wanted](#) | [links](#) | [voting equipment](#) | [awards](#)

CITY OF LOS ANGELES

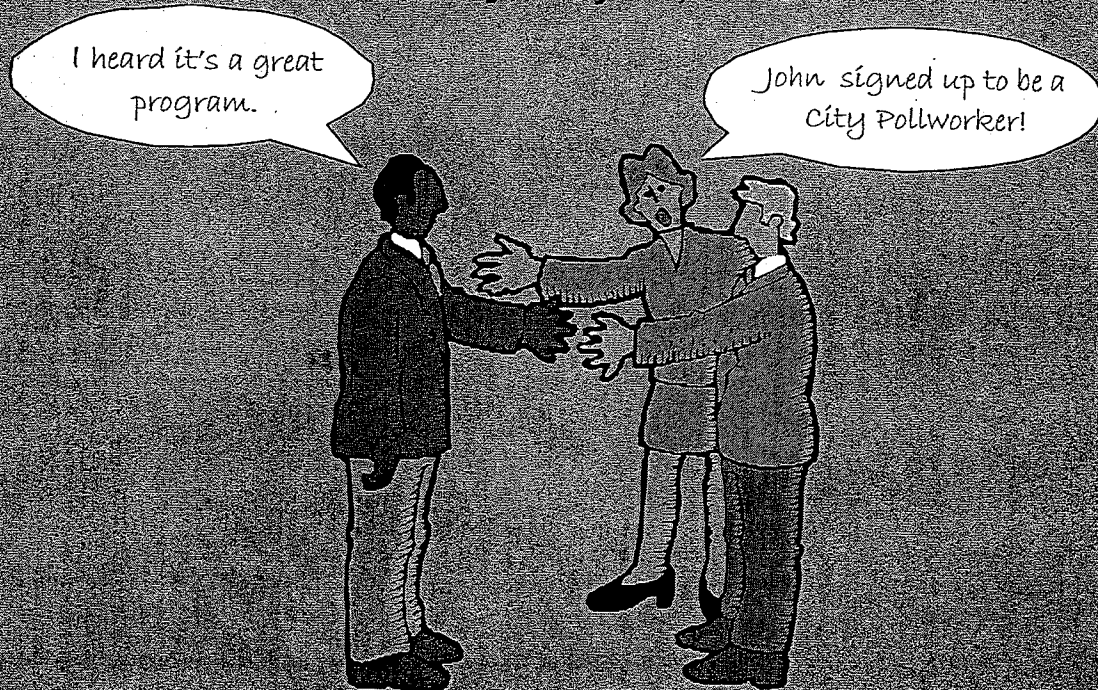
CITY CLERK - ELECTION DIVISION CITY EMPLOYEE POLLWORKER PROGRAM

PRIMARY NOMINATING ELECTION

Tuesday, March 8, 2005

GENERAL MUNICIPAL ELECTION

Tuesday, May 17, 2005



Please check with your Department Coordinator. City employees may receive overtime.
City employees are also required to attend a short training session prior to the election.

To sign up, fill out the application form on the reverse side of this flyer and return it to your Department Coordinator or call (213) 978-0001.

This form is also available online at <http://www.lacity.org/clk/election>

(Authorization from your supervisor is required.)

LOS ANGELES CITY EMPLOYEE POLLWORKER APPLICATION

Name: _____
Last First M.I.

Address: _____
City Zip Code

Mailing Address: _____
(if different from residence) City Zip Code

Department: _____ Department No.: _____

Class Code: _____ Classification: _____ Hourly Pay: _____ Overtime Pay Rate: _____

Regular Work Hours: _____ am/pm _____ am/pm Regular Day Off: _____
(if applicable – e.g. 2nd Monday)

Work Phone: () _____ Evening Phone: () _____

Cell Phone: () _____ Transportation: _____ Yes _____ No

Preferred Poll Area: 1st _____ 2nd _____

In addition to **ENGLISH**, I am able to speak (Circle all that apply):

Armenian	Cambodian	Japanese	Korean	Chinese	(Specify dialect)
Russian	Spanish	Tagalog	Vietnamese	Other(s)	

PRECINCT BOARD EXPERIENCE: How many elections have you served as a Pollworker? _____

Position held (circle all that apply): Inspector Judge Clerk

Signature of City Employee: _____ Date: _____

I, _____ have approved the above employee to work at an
Name of Immediate Supervisor

alternate location on Election Day: (please circle) Tuesday, March 8, 2005 and /or Tuesday, May 17, 2005

Signature of Supervisor / _____ *Date* Supervisor's Work No.: () _____

*****For Office Use Only*****

Consolidation: _____ Date assigned: _____ Recruiter: _____

Assigned polling place address: _____

Date application received: _____ Date referred to Personnel/Precinct Boards: _____

DESIGN FOR DEMOCRACY

Oregon Voter Registration

Qualifications: You must be a U.S. citizen, at least 18 years old on the day of the election, and a resident of Oregon for at least 30 days before the election.

Are you eligible to register to vote in the United States? (If not, please explain why.)

Will you be a resident of Oregon for at least 30 days before the election?

Personal Information

Name (last, first, middle initial)

Date of birth (month, day, year)

Home address (street, city, state, zip)

Mail to address (street, city, state, zip)

Political party (check one)

Religion (check one)

Other (check one)

Signature (print name and date)

Sign NTS (check one)

Date (month, day, year)

Identification (check one)

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Identification (check one)

Your Instructions

Fill in your name and address on the back of this form.

Fill in your date of birth on the back of this form.

Fill in your political party on the back of this form.

Fill in your religion on the back of this form.

Fill in your signature on the back of this form.

Fill in your date on the back of this form.

Fill in your identification on the back of this form.

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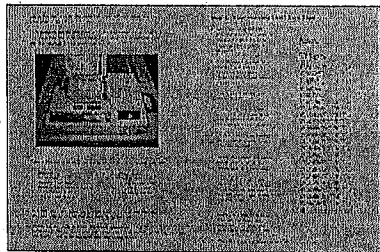
Fill in your identification on the back of this form.

Fill in your identification on the back of this form.

Fill in your identification on the back of this form.

Fill in your identification on the back of this form.

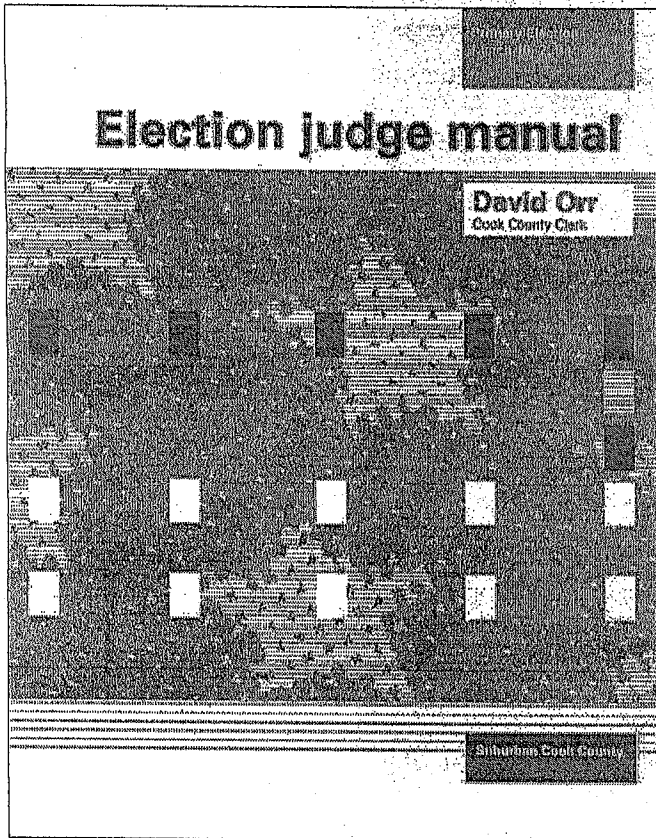
Fill in your identification on the back of this form.



Before the redesign, page layouts were confusing, with information that was difficult to read and decipher.



Icons a
to new
import



4.2 Processing the absentee ballots

After the last voter has left the polling place, all judges must participate in processing the absentee ballots.

- ✓ Remove the following items from the VSC:
 - ☐ ENVELOPE 21 the absentee carrier envelope
 - ☐ FORM 70 the statement of ballots
 - ☐ ENVELOPE 22 the envelope for return of absentee ballot envelopes

If the absentee carrier envelope has not been delivered to the polling place by 11 am on Election Day, call the Legal Help Line: 312 603 6236.

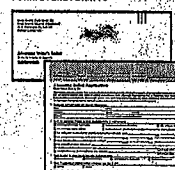
Station 1: gather the absentee applications for ballot

- ① Retrieve the absentee carrier ENVELOPE 21 and remove the smaller envelopes FORM 24 containing the absentee ballots. The voter's name, address and signature are on the back of each ENVELOPE 24. An application for absentee ballot FORM 76 should be attached to each absentee ballot envelope. The judge at Station 1 must read the name of each absentee voter aloud.
- ② Locate each absentee voter's pre-printed application for ballot FORM 60/60A. Write *Voted Absentee* at the top of the application for ballot.
- ③ Keep the pre-printed application for ballot and the absentee ballot application together.
- ④ Do not separate the top and bottom of the pre-printed application for ballot FORM 60/60A.

ENVELOPE 21



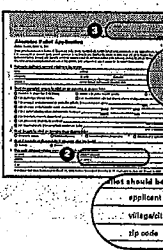
FORM 24 and FORM 76



FORM 60/60A




FORM 76



new

not should be
applicant
- Village
- Zip code



David Orr
Cook County Clerk

vote!

COOK COUNTY ELECTION DEPARTMENT
DAVID ORR, COOK COUNTY CLERK

HOME REGISTER VOTE! ELECTIONS PROGRAMS

Register to Vote | Am I Eligible? | Election Dates | County Elections | What's New | Statistics


Voter Registration Deadlines

You must register at least 28 days before an election to be eligible to vote in that election. If registering by mail, return the registration form postmarked no later than the registration deadline.

Election dates and deadlines

Election	Election Date	Registration Deadline
Primary Election	March 16, 2004	February 17, 2004
General Election	November 2, 2004	October 5, 2004
Consolidated Primary Election	February 22, 2005	January 27, 2005
Consolidated General Election	April 5, 2005	March 9, 2005

For information call (612) 603-6000. En español llame (612) 603-6787. 中文請電 (612) 603-6769.
Election Dates | Contact Us | Related Links | Shopping | Help



Oregon!

Elections Questions and Answers

Home | About Us | County Elections Office | What's New | About Us

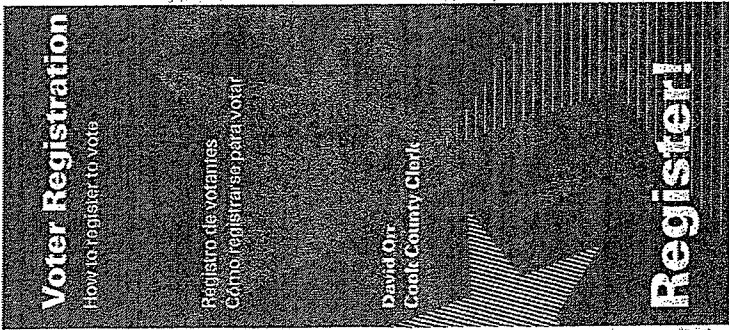
Welcome!

Welcome to the State of Oregon's website for Elections Questions and Answers. If you are unable to find the information you are looking for, please visit www.psr.state.or.us/elections/ or contact:

State of Oregon Election Division
503 008-1518
elections@voter.state.or.us

Download interactive pdf sections of this website for your desktop:
[Request Request Reader](#)

- All Elections (1,900)
- County Elections Offices (720)
- Elections Calendar (2,224)
- Elections Terms (1,724)
- Voter Registration (694)
- Ballots (7,224)
- Voter Sample (1,800)
- Where to Vote (1,800)
- General Questions (1,224)

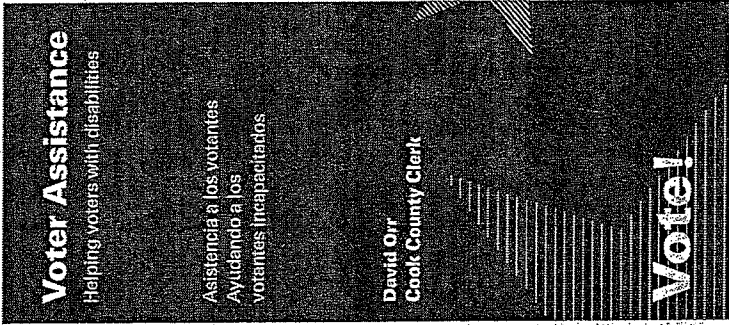


Voter Registration
How to register to vote

Registro de votantes
Cómo registrarse para votar

David Orr
Cook County Clerk

Register!

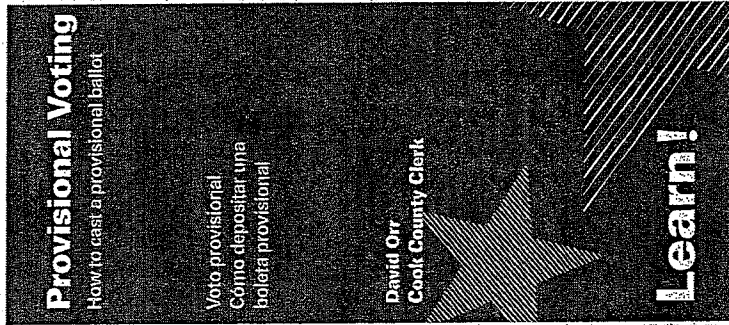


Voter Assistance
Helping voters with disabilities

Asistencia a los votantes
Ayudando a los votantes incapacitados

David Orr
Cook County Clerk

Vote!

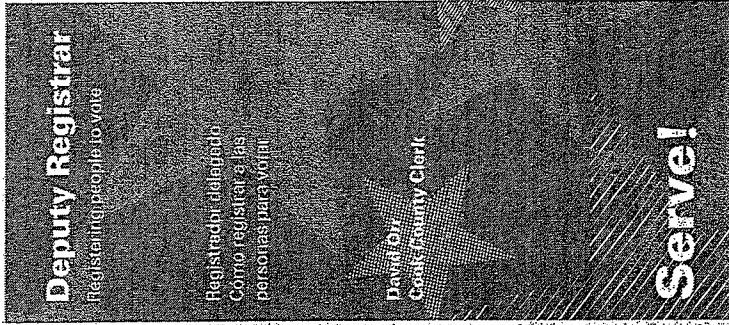


Provisional Voting
How to cast a provisional ballot

Voto provisional
Cómo depositar una boleta provisional

David Orr
Cook County Clerk

Learn!

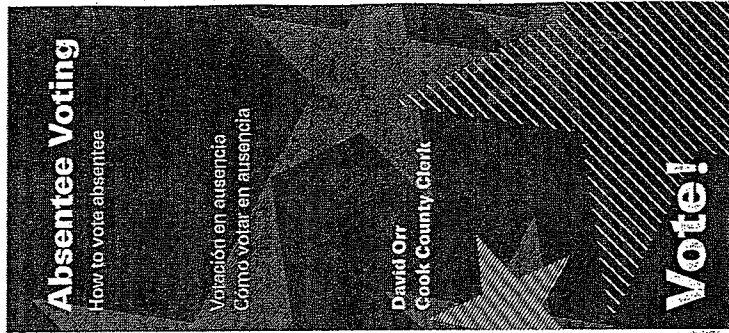


Deputy Registrar
Registering people to vote

Registrador delegado
Cómo registrar a las personas para votar

David Orr
Cook County Clerk

Serve!



Absentee Voting
How to vote absentee

Votación en ausencia
Cómo votar en ausencia

David Orr
Cook County Clerk

Vote!

Ballot Title

Amends constitution: reduces minimum age requirement to serve as state legislator from 21 years to 18 years.

Result of "yes" vote:

Yes" vote reduces minimum age requirement from 21 years to 18 years of age to serve as a senator or representative in the Oregon legislature.

Result of "No" vote:

No" vote retains minimum age requirement of 21 years of age for an individual to serve as a senator or representative in the Oregon legislature.

Summary:

legislative referral. Amends constitution. Currently, the Oregon Constitution requires that, to qualify for office, senators and representatives in the Oregon legislature must be at least 21 years of age. Measure reduces to 18 years the minimum age requirement for senators and measures to hold office in the Senate or the House of Representatives in the Oregon legislature. Measure changes to the language of Article IV, Section 8(2) of the Oregon Constitution to the following: "Senators and Representatives shall be at least 18 years

Estimate of Financial Impact:

“there is no financial effect on state or local government expenditures or revenues.”

Text of Message

3e it resolved by the Legislative Assembly of the State of Oregon

Section 8, Article V of the Constitution of the State of Oregon is amended to read:

100

[illegible]

2. Senators and Representatives shall be at least twenty-one years of age.

3. No person shall be a Senator or Representative who has been convicted of a felony during

a. The term for office of the person's a Seal of

b. The period beginning on the date of the election at which the person was elected to the office of Senator or Representative and ending on the last day of the term for which the person was elected.

Openness to belief in devils was significantly associated with a number of other variables. People who believed in devils also had a stronger sense of religious conviction and a stronger sense of religious awe. They also had a stronger sense of religious awe than people who did not believe in devils. As a result, people who believed in devils also had a stronger sense of religious awe than people who did not believe in devils. This finding is consistent with the idea that people who believe in devils also have a stronger sense of religious awe.

Notwithstanding sections 11 and 15, Article V of the Constitution.

3 The official of a Senator or Representative convicted of a felony during the term to which the Senator or

Representative was elected or appointed shall become vacant on the date the Senator or Representative vacates.

b. A person elected to the office of Senator or

and Representative and convicted of a felony during the period beginning on the date of the election.

attending on the first day of the term of office, which the person was elected shall be ineligible to take office and to hold office again.

any other person who is not a member of the board shall be deemed to be a person who is not a member of the board.

Subject to subsection (4) of this section, a person who is ineligible to be a Senator or Representative under subsection (3)

a. Be a Senator or Representative after the expiration of this session may

the term of office during which the person is ineligible, and

Representative prior to the expiration of the term of office of the Representative.

Office during which the person is eligible.

continued

Official 2000 General Election Voters' Pamphlet

Official 2000 General Election Voters' Pamphlet

or can be used to provide information.

It is always a consideration for the production of election materials. Most of the items developed for the design system use only two-color printing.

+ Black

is a warm color associated with warning and importance. Use red + black for signs that provide instruction to the voter.

+ Black

is a cool color associated with security and safety. Use blue + black for signs that provide information for the voter.

red = instruction

blue = information



Reverse type to white on color.

The sign system uses bands of color to contain the subject heading. The large area of color stands out from a distance. White type provides the greatest contrast and legibility possible on the large color areas.

Unify through consistency.

By consistently using the colors specified in the design system, all election materials will have an immediate visual connection. Consistent use of color builds familiarity for the voter and identity and credibility for the administrative organization.

Election judge training

Suburban Cook
County

General Information

Types of election judges

- the key to the VSC
- Elateder Day Instruction letter
- the subjectivity in testimony statement
- a payroll certificate
- the printed out of all jobs, orders
- FORM 7A the supply list
- FORM 6a will be reviewed correction sheet

[illegible][illegible]

VSC

Election judge manuals

Poll book (active/non-active voter list)

Small Envelopes

Pre-printed applications for ballot

Voter instruction cards

Blue office supply box

Ballot box

Pack of Ballots

Forms, large envelopes, signs, precinct map

Transfer case contents:

office supplies, ball-stylus, sealing ties,

sharpies, pink security bag

Precinct ballot counter (PBC)

Ballot receipts

station 1

Application
for ballot

station 2

Signature
verification

Republican
and
Democrat

station 3

Voting
demonstration
and
ballot issuing

station 4

Ballot box

Before

BALLOT STYLE 22
YAMHILL COUNTY, OREGON
OFFICIAL GENERAL ELECTION BALLOT
NOVEMBER 7, 2000

TO VOTE, COMPLETE THE ARROWS: ← → POINTING TO YOUR CHOICE(S) LIKE THIS ← →
To write in a candidate not on the ballot, write the name on the line provided for the office and complete the arrow pointing to the write-in line like this →
Mark your choice with #2 pencil (no red ink).

WARNING

Any person who, by use of force or other means, unduly influences an elector to vote in any particular manner or to refrain from voting, is subject, upon conviction, to imprisonment, to

UNITED STATES PRESIDENT AND VICE
PRESIDENT Your vote for the candidates
for United States President and Vice
President shall be a vote for the electors
supporting these candidates.

VOTE FOR ONE TICKET

LIBERTARIAN

UNITED STATES PRESIDENT

HARRY BROWNE

UNITED STATES VICE PRESIDENT

ART OLIVIER

INDEPENDENT

UNITED STATES PRESIDENT

PATRICK J. BUCHANAN

UNITED STATES VICE PRESIDENT

EZOLA FOSTER

REPUBLICAN

UNITED STATES PRESIDENT

GEORGE W. BUSH

UNITED STATES VICE PRESIDENT

DICK CHENEY

PACIFIC GREEN

UNITED STATES PRESIDENT

RALPH NADER

UNITED STATES VICE PRESIDENT

WINONA LA DUKE

REFORM

UNITED STATES PRESIDENT

JOHN HAGELIN

UNITED STATES VICE PRESIDENT

YAMHILL COUNTY COMMISSIONER

POSITION 2

VOTE FOR ONE

TED LOPUSZYSKI DEMOCRAT

LESLIE LEWIS REPUBLICAN

(WRITE IN)

NONPARTISAN BALLOT

JUDGE OF THE SUPREME COURT

POSITION 2

VOTE FOR ONE

PAUL J. DEMUNIZI NONPARTISAN

GREG BYRNE NONPARTISAN

(WRITE IN)

JUDGE OF THE COURT OF APPEALS

POSITION 3

VOTE FOR ONE

DAVID V. BREWER NONPARTISAN

INCUMBENT

(WRITE IN)

JUDGE OF THE CIRCUIT COURT

25TH DISTRICT

POSITION 2

VOTE FOR ONE

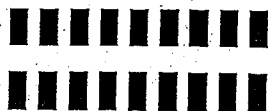
CAL TICHENOR NONPARTISAN

(WRITE IN)

Yamhill County, Oregon **Official General Election Ballot** **November 5, 2002**

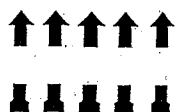
Ballot Style 3

Allen



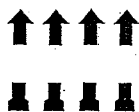
United State Senator *vote for one*

Lon Mabon Constitution
Bill Bradbury Democrat
Gordon H. Smith Republican
Dan Fitzgerald Libertarian
 (write-in)



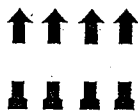
Representative in Congress *vote for one*

Jim Greenfield Republican
David Wu Democrat
Beth A. King Libertarian
 (write-in)



Governor *vote for one*

Kevin L. Mannix Republican
Tom Cox Libertarian
Ted Kulongoski Democrat
 (write-in)



State Representative 24th District *vote for one*

Donna G. Nelson Republican
Tim Duerfeldt Democrat



Referred by the Yamhill County Board of Commissioners

Measure 36-32
 Makes County Commissioner Positions Nonpartisan beginning 2004
Question: Shall county commissioner positions become nonpartisan beginning in 2004?
Summary: see insert for text

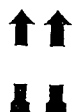
Yes ☒ ☐
 No ☐ ☒

Remember! Vote Both Sides

City of Dayton Ballot

Mayor — Two-year term

Georgia M. (Jo) Windish *vote for one*
 (write-in)



Councilor

Four-year term *vote for three*

James A. Ring
John Paul (JP) Jones
Mitch Coleman
Kelly J Haverkate
 (write-in)
 (write-in)
 (write-in)



Referred by the city of Dayton

Measure 36-46

Four Year local option tax for law enforcement services

Question: Shall Dayton be authorized to levy \$786,400 over 4 years beginning in tax year 2003-2004 for law enforcement services? This measure may cause property taxes to increase more than three percent.
Summary: If approved, the levy authorizes the City to levy \$786,400 over four (4) years beginning in tax year 2003-2004 for

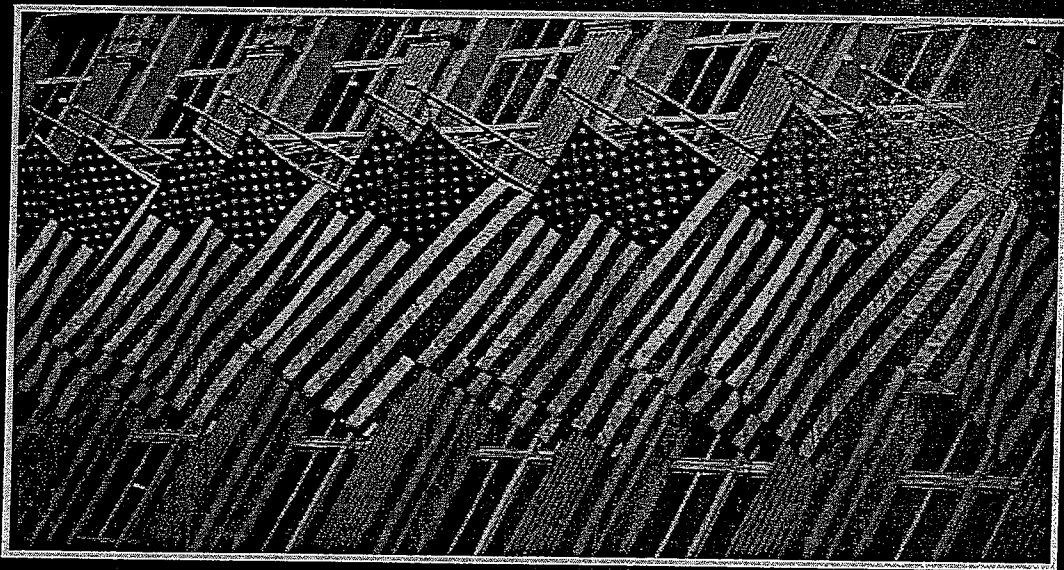
Yes ☒ ☐
 No ☐ ☒

Vote both sides on tax year 2003-2004 for

MINNESOTA RECRUITMENT BROCHURES

A Potential Six Million Dollars For Charity!

**Serve Your Community!
Support Your Favorite Charity!
Join the Election Judges For Charity Program!**

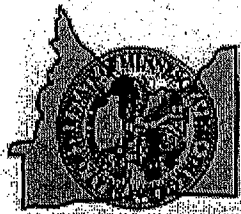


For more information, contact your favorite charitable organization or visit the Election Judges for Charity website at www.sos.state.mn.us for more information.

This document is available in alternative formats to individuals with disabilities by calling (651) 215-1440 or through the Minnesota Relay Service at 1-800-627-3592.

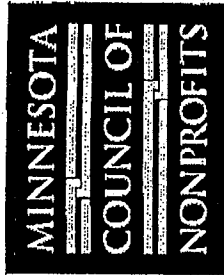


Produced by the Office of Minnesota Secretary of State Mary Kiffmeyer
in collaboration with the Minnesota Council of Nonprofits



Mary Kiffmeyer

MINNESOTA SECRETARY OF STATE



For Release:

28 January 2004

Contact: Kent Kaiser
651-297-8919

Secretary of State & MN Council of Nonprofits Unveil Program to Boost Election Judge Recruitment and Charitable Giving

--Program Potentially Could Direct Over \$6 Million to MN Charitable Organizations

SAINT PAUL—Minnesota Secretary of State Mary Kiffmeyer today joined Minnesota Council of Nonprofits Executive Director Jon Pratt in a press conference to unveil a new program, "Election Judges for Charity" to boost election judge recruitment and charitable giving in the state.

"Currently we have a shortage of election judges—the people who work in polling places on Election Day," explained Kiffmeyer. "Roughly 30,000 are needed for each statewide general election."

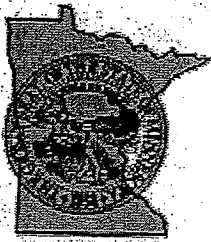
"The Election Judges for Charity Program is an innovative way to address the needs of our state and our communities," said Kiffmeyer. "The program provides a sort of 'double incentive' to entice people to serve as election judges: at once, they can serve their state and their favorite charitable organization."

How the Election Judges for Charity Program works, in brief:

- Charitable organizations' supporters enlist as election judges (the organizations help with recruitment).
- Enlistees receive paychecks for their election judge work.
- In turn, they endorse their paychecks to a charitable organization (i.e., donate their wages).
- The enlistees fulfill Minnesota's need for election judges.
- Charitable organizations benefit from an infusion of money (the aggregate amount paid to election judges this year will exceed \$6 million, so that's the potential total benefit).
- Participants claim their donations as tax deductions.

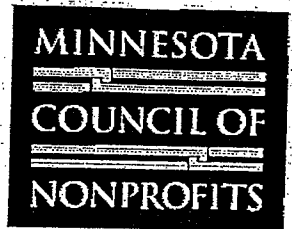
"The Council of Nonprofits is pleased to co-sponsor this project. We'll be encouraging our 1400 nonprofit member organizations to participate," said Pratt. "There is enormous potential to raise funds for charitable organizations and support Minnesota's high rate of voter participation at the same time."

"Nonprofits are very good at recruiting volunteers, and this opportunity serves several goals that are good for the election process and for community organizations—supporting nonpartisan election activities, activating their supporters, strengthening the pool of election judges, and increasing charitable contributions," said Pratt.



Mary Kiffmeyer

MINNESOTA SECRETARY OF STATE



January 2004

Dear Nonprofit Community Leader:

Imagine the potential of directing over \$6 million to charitable causes in Minnesota! We have an opportunity for you to raise funds while helping to meet Minnesota's need for election judges.

Next fall, nearly three million Minnesotans will vote in our general election. Election officials will need over 28,000 election judges in the polling places across Minnesota. Our team of experienced election judges continues to provide our state with great service, but we are always in need of new recruits.

We have developed the Election Judges for Charity Program to help meet simultaneously your need for funds and local election officials' need for election judges. The program provides a civically responsible fundraising opportunity and is especially beneficial to nonprofit organizations as there is no overhead cost, supplies are furnished, and paid training is provided.

Here's how it works in a nutshell:

- Participants enlist as election judges.
- Election judges are paid by local jurisdictions for hours worked at the polling place.
- Individuals who participate may donate their paychecks to your nonprofit organization and then may claim their donations as tax deductions.

Polling places require at least 3 election judges, whose duty it is to assist with voting at a polling place for about 16 hours, and generally receive about \$100 to \$150 per Election Day, depending on the jurisdiction. An organization recruiting five election judges for the primary and general election could receive from \$1000 to \$1500, depending on the jurisdiction.

Not only will the Election Judges for Charity Program provide an infusion of funds to charitable organizations in our state, but it will also increase awareness of the need for election judges and the benefits of serving as an election judge, expand the pool of potential election judges, and promote civic responsibility.

The Minnesota Council of Nonprofits, a statewide association with over 1400 member organizations, is a co-sponsor of Election Judges for Charity. For information and materials on Election Judges for Charity contact MCN at 651-642-1904 and see the website, www.mcn.org. This program is a win-win opportunity for nonprofits to engage in nonpartisan election activities, activate their supporters, strengthen the pool of election judges, and benefit from charitable contributions. MCN encourages nonprofits to participate in this important program.

Sincerely,

Mary Kiffmeyer
Secretary of State

Jon Pratt
Executive Director
Minnesota Council of Nonprofits

Minnesota Needs You!

Serve as an
Election Judge
on September 14, 2004
& November 2, 2004



Produced by the
Office of the Minnesota
Secretary of State
(651) 296-2803

Toll Free: 1-877-600-8683

Web site: www.sos.state.mn.us

E-mail: secretary.state@state.mn.us

First Class
Postage
Necessary

To:

Please send this sign-up form to your political party to be considered for an election judge position. The following is a list of the four major political parties in Minnesota. Mail to your party (Please put in an envelope):

Green
(612) 871-4585
621 W. Lake St.
Suite 205
Mpls, MN 55408

Democratic-
Farmer-Labor
(651) 293-1200
255 E. Plato Blvd.
St. Paul, MN 55107

Independence
(651) 487-9700
1821 University Ave. #105

Republican
(651) 222-0022
525 Park St., #250

Election Judge Sign-Up Form

Name: _____

Address: _____

Phone Number: _____

Party Designation: *(Place a check next to your party's name.)*

Green ☐

Independence ☐

Democratic-Farmer-Labor ☐

Republican ☐

What are election judges?

Election judges are the people responsible for administering election procedures in the voting place on Election Day. Minnesota needs you to become a member of this proud team.

What are some of the duties of election judges?

Open and close the polls (judges work from 6:00 a.m. to about 10:00 p.m.; in some places, half day shifts are available)
Be responsible for all election materials
Ensure that only qualified voters are permitted to vote and that each qualified voter is permitted to vote only once
Distribute ballots
Ensure that all votes are cast in secret
Help voters requiring assistance
Maintain order in the voting place throughout the day
Announce the results after the polls are closed
Certify the precinct election results

Who is eligible?

Anyone eligible to vote who can read, write, and speak English can be an election judge. However, an election judge cannot be a candidate in the election or closely related to a candidate. Also, election judges cannot be closely related to another election judge in the same precinct. ("Closely related" means a spouse, parent, or sibling.)

More than half of the election judges in a precinct must be members of the same major political party (except for school elections). However, in all elections, including school elections, each election judge must declare a major political party affiliation. Note: election judges are not identified by party once on the job at the voting place.

The local appointing authority also may adopt additional requirements reasonably related to the ability to perform the duties of election judge.

Impartiality

Election judges must remain impartial at all times while on duty. They must carefully avoid any action that may influence a voter. This includes asking, seeking to persuade, or inducing a voter to vote for or against a particular party, candidate, or question.

Are election judges paid?

Yes.

The pay varies according to the appointing authority. At least minimum wage is required, unless the individual judge volunteers to serve unpaid.

What about taking time off to serve?

One can take time off from work to be an election judge. Before doing so, the employee must give the employer at least 20 days written notice. The county auditor or municipal, township, or school district clerk will provide a form that shows the hours election judges will work and the hourly pay rate. The employee should attach this form to the written notice submitted to the employer.

Employers can reduce the salary or wages of employees serving as election judges by the amount of compensation paid for being a judge during hours away from work. An employer can also restrict the number of persons serving to less than 20 percent from any single work site.

Can college students serve as election judges?

Yes.

College students make great election judges! Students at least 18 years of age can serve as election judges.

Can high school students serve as election judges?

High school students aged 16 or 17 can be trainee election judges. Call 1-877-600-VOTE for a brochure on being a trainee election judge. Students at least 18 years of age can serve as regular election judges.

How are election judges appointed?

Local political party chairs select potential judges to their precincts. Judges are made locally by the party. They are required to give notice of names. All appointments are made at least 10 days before the election.

What happens after the election?

After at least 2 hours of work (if judges are paid), three judges are assigned to each precinct. One of them is the head judge.

Election judges typically are volunteers. They live, but if shorted, they can be found anywhere in the county.

How to become an election judge

- Attend your precinct meeting and get on the party list of volunteers.
- Or, clip the election judge brochure and mail it to your precinct choice before July 2.
- Or, call your auditor or clerk to request appointment.
- Then, if appointed, you will be notified by city clerk or county clerk by September 2004.
- Serve on Primary Day or Election Day, November 3. If asked to serve at special election, you will be notified by city clerk or county clerk by September 2004.

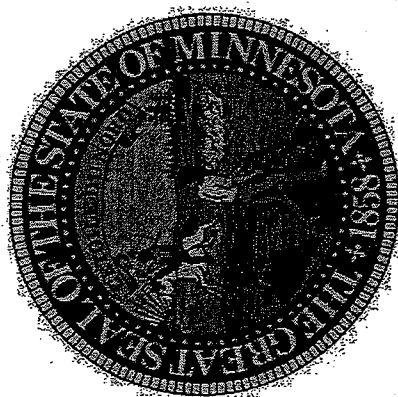
Additional questions

Please contact your political party or address listed on the brochure.

This document is available to individuals with disabilities. Call (651)215-1440 or through the Minnesota Relay Service at 1-800-627-3

Clip and send to your political party

Green	Democratic-
(612) 871-4585	Farmer-Labor
621 W. Lake St.	(651) 293-1200
Suite 205	255 E. Plato Blvd.
Mpls, MN 55408	St. Paul, MN 55107
Independence	Republican
(651) 487-9700	(651) 222-0022
1821 University Ave. #105	525 Park St., #250
St. Paul, MN 55104	St. Paul, MN 55103



THANK YOU!

How are Election Judges selected?

Local political parties provide lists of potential judges to county auditors. County auditors may add your name to party lists if you ask before sending them to the city clerks.

Appointments are made locally by township boards or city councils, which are required to give preference to the parties' lists of names.

All appointments must be made at least 25 days before the election, and most Election Judges are selected shortly after July 1st. That's why it's important that you make your summer contact information available!

What happens after being appointed?

If appointed, you will attend 2 to 3 hours of paid training in July, August, or September, 2004.

You will be assigned to work with several other Election Judges in a polling place.

Election Judges typically serve in the precinct where they live, but if shortages occur, you may be asked to serve elsewhere in the county.

Serve on Primary Day, September 14, 2004, and General Election Day, November 2, 2004. You may also be asked to serve at special elections.

Additional questions?

Please contact your political party at the phone number or address listed at left, or contact your county auditor.

MINNESOTA NEEDS YOU!



SERVE AS AN ELECTION JUDGE

ON SEPTEMBER 14
& NOVEMBER 2, 2004

Produced by the
Office of Minnesota
Secretary of State
Mary Kiffmeyer

This document is available in alternative formats to individuals with disabilities by calling (651) 216-1440 or through the Minnesota Relay Service at 1-800-627-3529.

What are Election Judges?

Election Judges are the people who supervise and help with elections. They work at the polls.

Can college students serve as Election Judges?

Yes!

College students make great Election Judges! Students at least 18 years of age can serve as Election Judges.

Who is eligible?

You must be a registered voter in the county in which you want to serve as an Election Judge, and you must be able to read, write, and speak English.

However, an Election Judge cannot be a candidate in the election or closely related to a candidate. Also, an Election Judge cannot be closely related to another Election Judge in the same precinct. ("Closely related" means a spouse, parent, child, or sibling.)

No more than half of the Election Judges in a precinct can be members of the same major political party (except for school elections). In all elections, including school elections, each election judge must declare a major political party affiliation. **Note:** Election Judges are not identified by party once on the job at the polling place.

What are some of the duties of Election Judges?

- ✓ open and close the polls (judges work from 6:00 a.m. to about 10:00 p.m.; in some places, half day shifts are available)
- ✓ be responsible for all election materials
- ✓ ensure that only qualified voters are permitted to vote and that each qualified voter is permitted to vote only once
- ✓ distribute ballots
- ✓ ensure that all votes are cast in secret
- ✓ help voters requiring assistance
- ✓ maintain order and ensure a nonpartisan atmosphere in the voting place
- ✓ tally the results after the polls are closed
- ✓ certify the precinct election results

Are election judges paid?

Yes!

The wage is set by the local government conducting the election.

What are the benefits?

- ✓ you get paid
- ✓ build a great resume item with little effort
- ✓ develop your leadership and organizational skills
- ✓ serve as a role model for young voters and provide a welcoming atmosphere
- ✓ fulfill America's needs: there is a statewide shortage of Election Judges

How to become an Election Judge:

- Attend your precinct caucus and ask to be placed on the party list of volunteers to be election judges.
- Or, clip the election judge sign-up form from this brochure and mail it to the major party of your choice before July 2004.
- Or, call your auditor or clerk after July 2004 to request appointment as an election judge.
- Then, if appointed, attend training provided by your city clerk or county auditor in July, August, or September 2004.
- Serve on Primary Day, September 14, 2004, and Election Day, November 2, 2004. You also may be asked to serve at special elections.

Turn to the other side to see how Election Judges are selected and what happens next.

Election Judge Sign-Up Form

Address During School Year:

☐ Check here if this is where you are registered to vote.*

Name: _____

Address: _____

Phone Number: _____

Cell Phone Number: _____

Email: _____

Alternate address:

(If different from school year)

☐ Check here if this is where you are registered to vote.*

Address: _____

Phone Number: _____

* You are eligible to serve as an

Election Judge in any precinct within the county in which you are registered to vote.

Your Party Designation

(Check one)

_____ Green

_____ Independence

_____ Democratic-Farmer-Labor

_____ Republican

Please send this sign-up form to your political party to be considered for an election judge position. Minnesota's major political parties addresses are listed on the other side.

Application/Permission Slip

Name of High School _____

Name of Student _____

Address _____

City _____ State _____ Zip _____

() _____
Phone Number

Are you a U.S. Citizen? Yes _____ No _____

Are you mentally and physically able to perform the assigned tasks? Yes _____ No _____

Have you ever been convicted of fraud or other election offenses? Yes _____ No _____

Are you related to a candidate? Yes _____ No _____

Signature of Student _____

Date _____

Parental Permission

This is to certify that I give permission for my daughter/son, named above, to serve as an Election Judge Trainee.

Signature _____

Date _____

() _____
Phone Number

Return the completed form to your county auditor or city clerk's office.

Contact Us

Phone: 651-296-2803
Toll free: 1-877-600-8683
180 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
Saint Paul, MN 55155-1299
E-mail: secretary.state@state.mn.us
Web site: www.sos.state.mn.us

This document is available in alternative formats to individuals with disabilities by calling 651-215-1440 or through the Minnesota Relay Service at 1-800-627-3529.

Serve As An Election Judge Trainee



Published By the
Office of the Minnesota
Secretary of State

Active Citizenship: Serving as an Election Judge Trainee

As a student and member of society, your active participation is valuable and necessary.

Before you turn 18, there are countless opportunities available to you. One of the most rewarding and worthwhile activities is serving your state as an election judge trainee.

Election Judge Trainees are some of the people who work in the polling place on Election Day.

Benefits

⇒ You will be paid, unless you choose to serve unpaid.

(Many schools also give extra credit in government courses to students who serve as election judge trainees.)

⇒ You'll gain practical experience serving your community and state. In addition, serving as an election judge trainee is an experience that looks great on a resume or a college application.

Qualifications

To qualify to be an election judge trainee, you must:

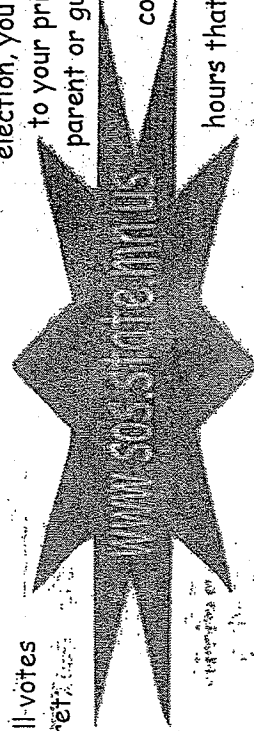
- ◆ be 16 or 17 years old;
- ◆ be enrolled in a high school in or be home schooled in Minnesota;
- ◆ have the approval of your parents and principal;
- ◆ be a U.S. citizen; and
- ◆ be able to read, write, and speak English.

Responsibilities of an Election Judge Trainee

As an election judge trainee, you will serve as an actual election official in one of Minnesota's polling places.

Some of the duties of election judge trainees include helping regular adult election judges with:

- ◆ opening and closing the polls (election judge trainees work from 6:00 a.m. to about 10:00 p.m., and in some places half-day shifts are available);
- ◆ ensuring that only qualified voters are permitted to vote and that each qualified voter is permitted to vote only once;
- ◆ distributing ballots;
- ◆ ensuring that all votes are cast in secret;
- ◆ helping voters who require assistance;
- ◆ maintaining order in the voting place throughout the day;
- ◆ obtaining the results after the polls are closed; and
- ◆ certifying the polling place election results.



How to Apply

Apply early! If hired as an election judge trainee, you will have training prior to Election Day -- maybe two months beforehand -- so it is important that you contact your county auditor or city clerk as soon as possible to apply. You can call 1-877-600-VOTE to be connected to your county auditor.

Step 1) Fill out the application on the back of this brochure and send it to your county auditor or city clerk.

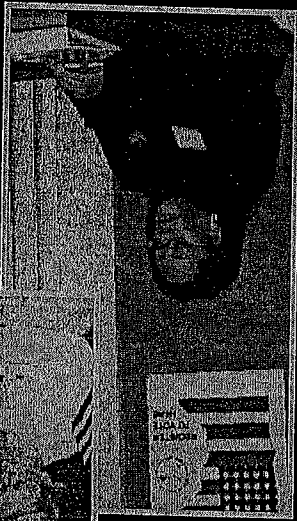
Step 2) After approving your application, the auditor or clerk will send you a certificate stating the date and hours you will serve.

Step 3) You may be excused from school to serve at the polls as an election judge trainee if, at least 10 days before the election, you submit a written request to your principal signed by your parent or guardian along with the document from your county auditor or city clerk stating the date and the hours that you will be serving.

Step 4) Serve on Primary Day, September 14, 2004, and Election Day, November 2, 2004. You also may be asked to serve at other elections. You may work until 10:00 p.m. on election days.

...And remember: upon turning 18, you may serve as a regular adult election judge. See <http://www.sos.state.mn.us/pubs.html>

Election Judges For Charity Program



Published by
the Office of Minnesota
Secretary of State
Mary Kiffmeyer
651-215-1440

To become an election judge:

- There are three ways to apply for an election judge position. (Note: Township boards or city councils, which make the appointments, are required to give preference to the political parties' lists of names.)
- Attend your precinct caucus in March and ask to be placed on the party list of applicants to be election judges.
- Clip the election judge sign-up form from this brochure and mail it to the major party of your choice before May 2004.
- Or, call your county auditor or city clerk after May 2004 and ask to be placed on your party's list.

- If appointed, you will attend paid training provided by your city clerk or county auditor in July, August, or September 2004.
- If appointed, you could serve on Primary Day in September and/or Election Day in November. You also may be asked to serve at special elections.

What about taking time off to serve?

You're allowed to take time off from work to serve as an election judge as long as you provide at least 20 days written notice. Also, your employer is required to pay you your hourly wage minus the amount you're paid as an election judge.

This document is available in alternative formats to individuals with disabilities by calling (651) 215-1440 or through the Minnesota Relay Service at 1-800-627-3592.

Election Judge Sign-Up Form

Name:

Address:

Over \$6 Million Potentially Directed to Charitable Organizations!

What are election judges?

Election judges are the people who work at the polls on Election Day. As an election judge you would be responsible for administering election procedures in the polling place. Minnesota needs you to become a member of this proud team working to ensure that elections run smoothly.

Election judges are responsible for:

- opening and closing the polls
- all election materials
- ensuring that only qualified voters are permitted to vote and that each qualified voter is permitted to vote only once
- distributing ballots
- ensuring that all votes are cast in secret
- helping voters who require assistance
- maintaining order and ensuring a nonpartisan atmosphere in the polling place
- tallying and certifying the precinct election results
- serving until all ballots are counted (typically 6am to 10pm)

What is the Election Judges For Charity Program?

This is a program designed to provide nonprofit organizations with a fundraising opportunity and at the same time address Minnesota's election judge needs.

How It Works:

- Receive a paycheck for your election judge work.
- Endorse your paycheck to the charitable organization of your choice.
- Fulfill Minnesota's needs! There is a statewide shortage of election judges.
- Build your organization's positive image.
- Claim your donation as a tax deduction.

Note: The amount you will be paid is determined by local jurisdiction.

How do you sign up?

One way to apply to be an election judge is to clip the sign-up form from the next page and send it to your political party. Their addresses are listed below. For other ways to apply, see the back of this brochure.

Minnesota's Major Political Parties

Green

(612) 871-4585
621 W. Lake St.
Suite 205
Mpls, MN 55408
www.mngreens.org

Independence

(651) 487-9700
1821 University Ave.
Suite 120
St. Paul, MN 55104
www.mninp.org

Democratic-Farmer-Labor

(651) 293-1200
255 E. Plato Blvd.
St. Paul, MN 55107
www.dfl.org

Republican

(651) 222-0022
525 Park St.
Suite 250
St. Paul, MN 55103
www.mngop.com

To be an election judge, you:

- must be eligible to vote
- must be able to read, write, and speak English
- cannot be a candidate in an election or closely related to a candidate
- cannot be closely related to another election judge in the same precinct
- must declare affiliation with a major political party

HAVA PARTNERS PROPOSAL



Memorandum

To: Sutton Meagher, Wisconsin State Elections Board
Fr: Bradley Knott, HAVA Partners
Re: Online Poll Worker Training

May 10, 2005

Thanks for the opportunity to answer your questions and provide more information about HAVA Partners' Poll Worker Training Program. I have included with this document a standard proposal that discusses in detail our product, services, prices and background.

This attachment succinctly addresses your specific questions:

Cost: For 10,000 potential users, one program and five different voting machines/systems:

Create & support course ¹	\$ 10,000	One time fee
License learning management system	\$ 30,000	Annual fee based on number of eligible users
Create web page	\$ 2,500	One time fee
Create voting machine videos	\$ 36,000	One time fee based on \$6,000 per video, Video approx 8 minutes, showing set up, operation and break down of machines
Total	\$78,500	

After initial creation of the program the only fees are for licensing of learning management system. See the attached memo for system features.

Annual licensing of learning management system for 10,000 users is \$30,000 for unlimited access; meaning the course is available 24/7/365 and can be used for all elections.

To answer your specific questions.

- 1) There is no minimum time but we design the course so a user can completed it in approximately 45 minutes with options to view additional material. If you want a longer course, we can build that.

¹ See the attached proposal for all the elements and features included in a course.

- 2) Our core business is online training. We can do face to face trainings and have discussed it with some states. But I would need more information, such as number of days, number of sessions etc. to quote a price.
- 3) We have done poll worker training with the Virginia State Board of Elections and voter education on HAVA for the Iowa Secretary of State. In 2004, we also trained 17,000 Election Day workers online and a smaller group face to face in 21 states for a political party.

We were the principal architects for Principal Financial Group's in-house sexual harassment program. That program included in 16,000 users around the world.

Finally, none of us are new to online training. As you can see in our bios, we have trained thousands of employees in the private and public sectors.

I am planning a trip through Midwest states for the week of May 27th. I would appreciate the opportunity to meet you and anyone else you recommend to discuss the program in more detail, including the face to face training if you wish to do so.

If you have any more questions, please do not hesitate to call.



Proposal for Wisconsin State Elections Board

Presented by
Bradley T. Knott
HAVA Partners LLC
(301) 379-0644
bknott@HAVAparters.net

May 10, 2005

Introduction

HAVA Partners is pleased to submit this Poll Worker Training proposal to the Wisconsin State Elections Board (the Board). We are excited about the opportunity to partner with you and look forward to supporting your training needs for years to come.

Online instruction is increasingly the medium of choice for training and instructional needs. It is the fastest growing area for universities, especially those institutions focused on adult learners juggling jobs and family. Online training is rapidly becoming the medium of choice for business and government as they strive to reduce costs while continuing to improve performance. In short, online training is a critical and necessary component of training. We applaud your recognition of the importance of online training tools and we look forward to working with you to meet the challenges ahead.

HAVA Partners is the leader in online training for poll workers and has developed a solution for states, counties and cities to assure compliance with the Help America Vote Act (HAVA). In 2004, we trained over 16,000 Election Day workers.

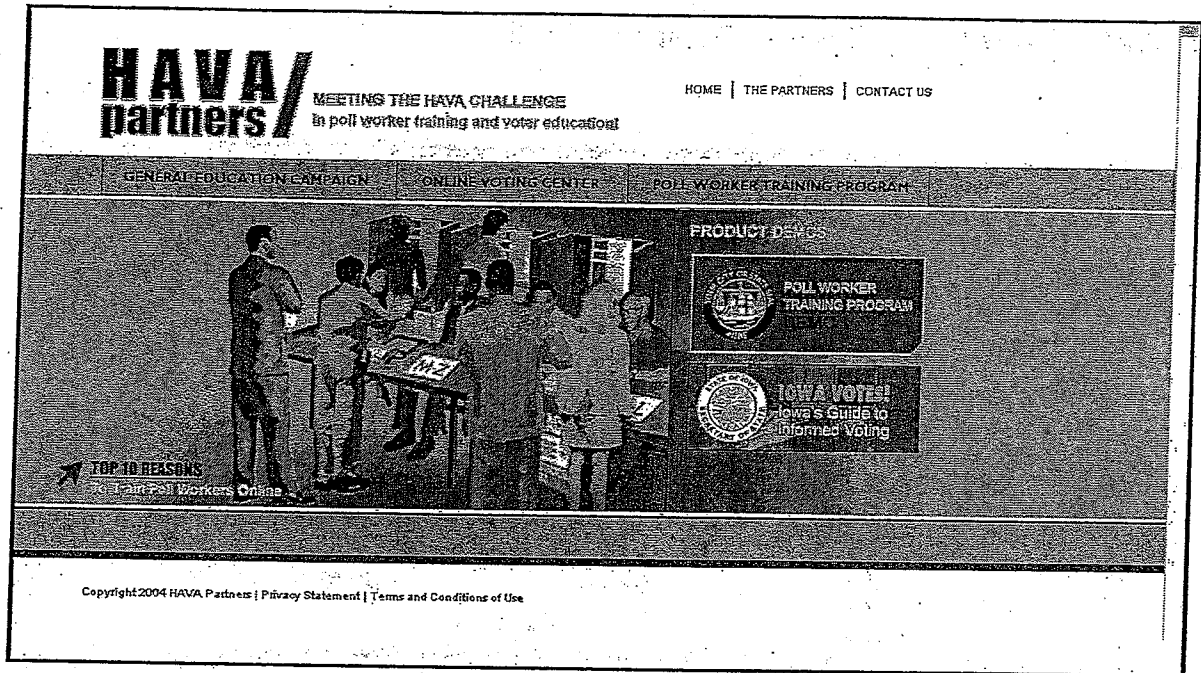
Training Objective

HAVA Partners will work closely with you to provide a dynamic training program that will enable the Board to:

- Ensure uniformity in how elections are run;
- Increase and certify pollworker knowledge;
- Reduce training costs; and,
- Recruit new poll workers comfortable with the new equipment and the technology used in post HAVA election administration.

Why Online?

There are important **advantages to web-based training**. These include: (i) flexibility for users to access the materials at any time, (ii) ease in delivering and modifying content, (iii) real-time tracking and reporting; (iv) reinforce face to face (F2F) instruction; and (v) the ability for in-person trainers to utilize the online test results to focus their training in areas of greatest need.



Background

The Help America Vote Act fundamentally changed the way elections are run. HAVA created new rights and responsibilities for voters and requires election officials to purchase new equipment and systems. HAVA also requires that states administer elections uniformly from one jurisdiction to the next. One of the few ways to achieve uniformity is by assisting in the training of poll workers and educating voters on what they will find at the polling place.

HAVA Partners offers online educational products that meet HAVA's mandates. Our products:

- Help states provide a consistent message on voting procedures; and
- Create greater awareness of new voting equipment and processes; including the rules related to provisional ballots, early voting and federal identification.

HAVA Partners' Poll Worker Training Product

YOUR CITY OR STATE NAME HERE

Poll Worker Training Program

USER LOG-IN

Welcome to the Poll Worker Training Program Demo Site

[Forgot your Password?](#)

[Not Registered? Fill out a registration form here.](#)

[Download our Brochure](#)

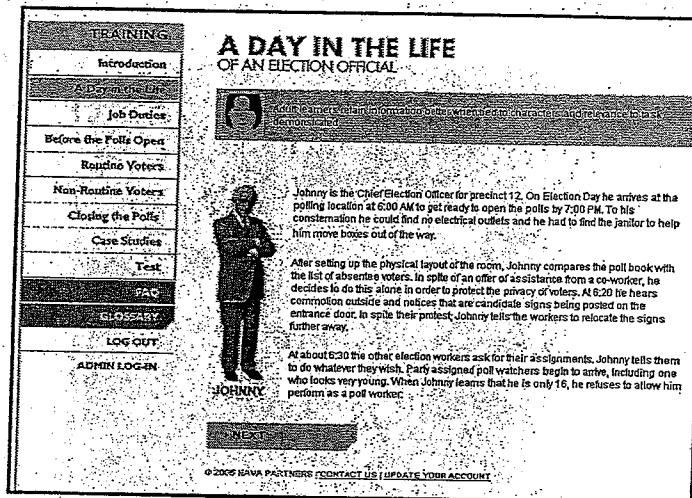
[Go to Admin Site](#)

[Closed Caption](#)

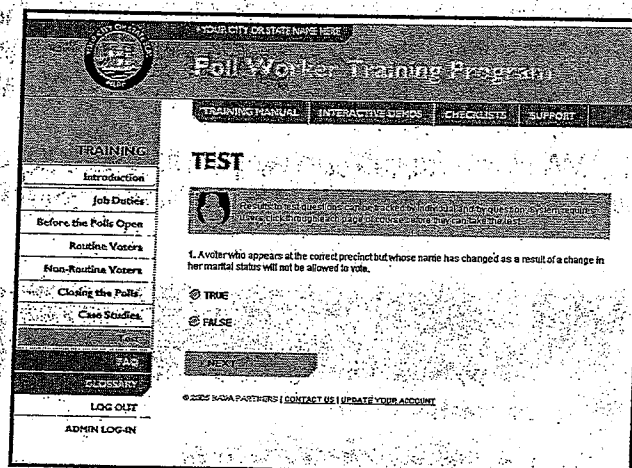
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The HAVA Partners Poll Worker Training Program ("PWTP") is an online training system consisting of the following interactive features:

- An **audio introduction** (with closed caption) that welcomes users to the site and explains what information will be presented.
- A **customizable narrative** explaining in detail the various job duties, forms used and procedures involved in running elections. The [name of state] [name of state commissioner of elections] will provide this content to HAVA Partners. We will then work with you to refine the content in preparation for publication on the PWTP.
- **Case studies** relating to challenges arising at the polling place. Studies show that people comprehend more information when its relevance to the job they are doing, or are about to do, is demonstrated rather than only explained. We use animation, video and interactivity to teach poll workers what they need to know and show them how it will arise at the polls. PWTP case studies are based on real life scenarios that commonly occur at the polls.



- An interactive quiz to test and certify users' knowledge of information presented on the PWTP. You may set the passing score and determine how to direct those who do not successfully complete the quiz. Quiz results will be made available to you on a secure Internet page.



- A list of Frequently Asked Questions and corresponding answers.
- A glossary of terms used with the PWTP and likely to be used in connection with training.

- Visual demonstrations using **video and animation** enable users to see the set up, break down and operation of voting equipment and forms used at the polls.

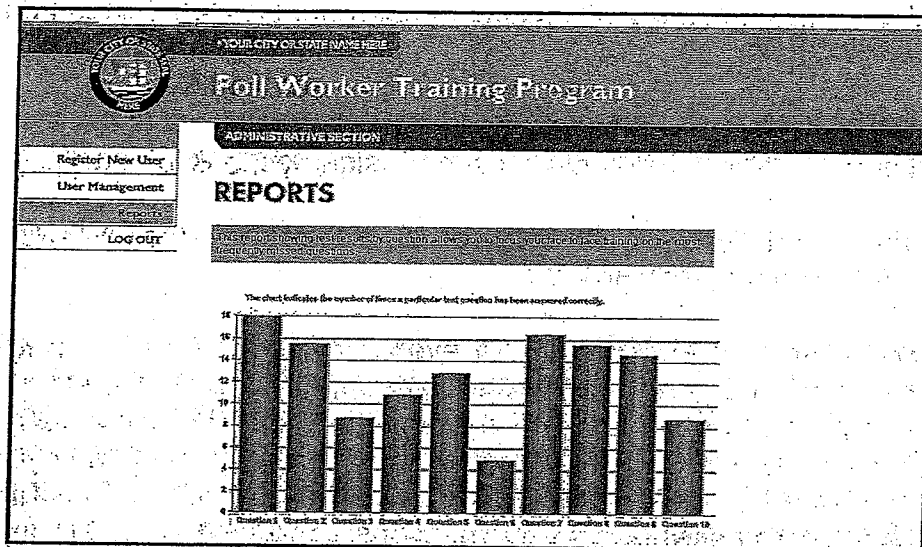


Downloadable Checklists designed to assist with preparation of election polling places and activities.

Reports and User Data. PWTP tracks user activity including the results of the interactive quizzes. Administrators can check test scores as well as the progress of each user. This includes data on who has logged in, how much time the user spent on the site, did the user complete the quiz and, if so, what score was obtained. Results from the tests can be used to focus and improve face to face training.

After each election, HAVA Partners will survey users to ensure continuous improvement of the PWTP and deliver to you a report with a compilation of this material.

A screenshot of a web application titled "HAVA City of State Manager Poll Worker Training Program". The interface is divided into a left sidebar with navigation links: "Register New User", "User Management", "Reports", and "Log Out". The main content area is titled "ADMINISTRATIVE SECTION" and "USER MANAGEMENT". It features a search bar with fields for "Name", "Address", "City", "Zip Code", "Phone", and "Email". There are also checkboxes for "Print", "Completed Test", and "Help with Absence Notice". A "SEARCH" button is at the bottom. The interface is designed for managing poll worker training data.



HAVA Partners Technology and Track Record

HAVA Partners provides superior value to you through a comprehensive end-to-end program that includes five critical components required for success. This includes:

Experience in Online Training: Bradley Knott, HAVA Partners' managing partner, is a former administrative judge at the United State Department of Labor, and is an Associate Professor at the University of Maryland, University College's, School of Business Administration. Brad was a pioneer in online instruction and has used interactive media to train employees from the federal government and in the private sector since 1996. Chet Olsen, HAVA Partners' vice president, is an attorney who works on all phases of our training module development, including course content. Before joining HAVA Partners, Chet served as a product manager and content director with an online training firm.

Dependable technology: We believe that all technology must be extensively tested and proven reliable. Our technology director, Phil Pfalzgraf, has more than 12 years experience managing large-scale information technology systems. Phil has provided critical business application design & support services to AT&T, IBM, General Electric Information Systems, MCI, Bell Atlantic/Nynex, Cable & Wireless, the United States Department of Defense including the Deputy Directorate of Information Operations, EUCOM, SOCOM, STRATCOM, CENTCOM, PACOM, DARPA, the White House and other government agencies.

Award-winning design: Tom Frank is HAVA Partner's creative director, Mr. Frank's main priority is that the products and services offered by HAVA Partners not only work effectively but are well designed to ensure ease of use. Coupling his thorough understanding of advertising and marketing practices with his background in design, Tom is able to focus on all the creative aspects of a project in order to provide the best insight to HAVA Partners' clients. From web design to print advertising and direct mail

to TV and radio production, Tom ensures a consistent and well-designed approach across all media.

Security: State of the art firewall and encryption security to assure user data is protected and made available only to users designated by the Board.

Implementation: HAVA Partners quickly and effectively set up the PWTP with minimal resources required from the Board.

Customer Service: HAVA Partners believes strongly in simple, yet intuitive design, dependable technology and strong customer support. This has proven to minimize any difficulties users have in accessing and navigating the PWTP site. We also maintain a three-tier Customer Support Center that generates (i) an automated retrieval of forgotten passwords, (ii) email support from 8:00 AM to 9:00 PM Eastern Time, Monday through Saturday to assist Users with questions and usage of the PWTP and (iii) live persons who can be reached via a toll-free phone number.

PWTP Fees: HAVA Partners' price schedule below is based on the aggregate of: (i) the total number of users eligible to access the PWTP site, (ii) the number of jurisdictions where the Board plans to create unique PWTP sites, (iii) the number of versions of PWTP content created for [name of state], and (iv) the number of videos HAVA Partners creates for [name of state] based on the number of voting machines used. User licensing fees are an annual charge while fees charged for each jurisdiction, content and videos are one-time fees with, in some cases, allowable updates.

Our licensing model encourages election administrators to train and manage poll workers for every election and for poll workers to visit the site as frequently as they wish, at any time of the day, to obtain the information they need be an effective and confident election official.

1. Users

Total Number of Eligible Users	Annual Fee	Annual Cost Per eligible User ²
Up to 5,000	\$15,000	\$3.00
5,001 – 10,000	\$30,000	\$3.00
10,001 – 15,000	\$45,000	\$3.00
15,001 – 20,000	\$55,000	\$2.75
20,001 – 25,000	\$62,500	\$2.50
25,000 – 35,000	\$87,500	\$2.25

2. Jurisdictions: If the Board opts to create individual welcome pages for local jurisdictions, the cost will be \$2,500 per jurisdiction. This includes a unique welcome

² This is **not** an additional cost. This column shows the cost per user by dividing the annual fee by the maximum number of users at that level.

page for each jurisdiction offering the PWTP and two updates during the term of the contract.

3. Content: \$10,000 for each version of the content plus two updates during the term of the contract.

4. Videos. \$6,000 for each unique voting machine video requested that HAVA Partners create.

Terms & Conditions

1. Current pricing is valid for 30 days from the date of this proposal.
2. HAVA Partners and the Board will agree on a reasonable schedule for the preparation and publication of content.
3. The Term of contract will be for 24 months, commencing on the date of contract signing. The contract will contain a provision stating that, at the end of the term, the parties may negotiate an extension of the contract under which user fees shall not increase by more than ten percent a year.
4. Each individual person will count as one user for purposes of determining the maximum number of cumulative registered users allowed during the term.
5. Fifty percent (50%) the total license fee will be payable at completion of the course content and the balance on the first anniversary of the contract signing. Payment on the anniversary date assumes the courses are ready to be used for any number of elections in that year.

We look forward to supporting the Board's poll worker training and HAVA efforts with our expertise, content management, community support and reliable technology infrastructure.

Next Steps

Please contact Brad Knott if you have any questions or need any additional information regarding HAVA Partners and PWTP. You may also access a demo of the PWTP by going to www.HAVAparters.net.

Once we entered an agreement, the implementation can begin immediately.

Thank you again for this opportunity and we look forward to working with the Wisconsin State Elections Board.