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## Agency Summary

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### BOARD OF ELECTIONS

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#### Agency Mission

To protect the integrity of the electoral process and to effectively and efficiently administer the provisions of United States and Rhode Island election laws.

#### Agency Description

The Board of Elections (Board) supervises all elections and state and local referenda. The Board supervises the maintenance, preparation, and delivery of voting equipment, election return forms, and other supplies used at polling places. It instructs and certifies all election officials assigned to polls and prepares and distributes poll worker guides and related materials. The Board also appoints, trains, and assigns bipartisan pairs of supervisors for the mail ballot program for institutionally confined persons. It certifies the results of all elections under its jurisdiction, including tabulating machine and mail ballot votes cast; conducts recounts; certifies results to the Secretary of State; issues certificates of election to candidates; and provides an official tabulation of returns. The Board oversees voter registration and public education activities and provides all registration materials used in the state. It also trains and supervises all individuals who serve as statewide voter registration agents. The Board conducts voter registration drives throughout the State and at each institution of higher education in Rhode Island. It oversees and coordinates the registration of voters at other state agencies and departments as part of the National Voter Registration Act. The Board carries out the mandates of the Rhode Island Campaign Contributions and Expenditures Reporting Act (the "Act"). The Board oversees and monitors the campaign finance activities of candidates, political action committees, and state vendors. The Board's responsibilities also include the development, printing and distribution of forms required for candidate, committee, and vendor reports. It is also responsible for the publication of manuals describing and explaining the requirements set forth in the statutes. It reviews and makes available for inspection all reports filed, prepares summaries and an annual report, and is authorized to investigate suspected violations of the Act. The Board also oversees and administers the public financing of campaigns program for each of the State's five general offices.

#### Statutory History

Chapter 825 of the Public Laws of 1901 created the State Returning Board. Chapter 1040 of the Public Laws of 1941 created the Board of Elections as a partisan board, replacing the State Returning Board. Chapter 312 of the Public Laws of 1979 amended the law to establish the Board of Elections as a non-partisan board. R.I. General Laws § 17-7 sets forth its duties and powers, § 17-25 sets out the mandates of the Rhode Island Campaign Contributions and Expenditure Reporting Act (public financing of campaigns) and § 17-27 provides for reporting requirements and monitoring of political contributions by state vendors.

# Budget

## Board Of Elections

	2018 Actuals	2019 Actuals	2020 Enacted Budget	2020 Revised Budget	2021 Recommended
<b>Expenditures by Program</b>					
Central Management	1,505,698	4,272,724	2,748,855	2,717,647	3,472,921
<b>Total Expenditures</b>	<b>1,505,698</b>	<b>4,272,724</b>	<b>2,748,855</b>	<b>2,717,647</b>	<b>3,472,921</b>
<b>Expenditures by Object</b>					
Salary And Benefits	1,088,309	1,578,358	1,678,429	1,573,831	1,929,284
Contract Professional Services	147,418	154,133	236,688	237,300	294,300
Operating Supplies And Expenses	259,621	783,177	825,738	704,459	1,241,337
Assistance And Grants	0	1,728,470	0	0	0
<b>Subtotal: Operating</b>	<b>1,495,348</b>	<b>4,244,137</b>	<b>2,740,855</b>	<b>2,515,590</b>	<b>3,464,921</b>
Capital Purchases And Equipment	10,350	28,587	8,000	202,057	8,000
<b>Subtotal: Other</b>	<b>10,350</b>	<b>28,587</b>	<b>8,000</b>	<b>202,057</b>	<b>8,000</b>
<b>Total Expenditures</b>	<b>1,505,698</b>	<b>4,272,724</b>	<b>2,748,855</b>	<b>2,717,647</b>	<b>3,472,921</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	1,505,698	4,272,724	2,748,855	2,717,647	3,472,921
<b>Total Expenditures</b>	<b>1,505,698</b>	<b>4,272,724</b>	<b>2,748,855</b>	<b>2,717,647</b>	<b>3,472,921</b>
<b>FTE Authorization</b>	<b>12.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>

# Personnel

## Agency: Board Of Elections

### Central Management

		FY 2020		FY 2021	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	00312A	1.0	39,593	1.0	40,498
ADMINISTRATIVE ASSISTANT	00823A	1.0	55,603	1.0	58,297
ASSISTANT ADMINISTRATOR/FINANCIAL MANAGEMENT	00835A	1.0	95,444	1.0	98,896
CONFIDENTIAL SECRETARY	00817A	1.0	47,522	1.0	47,759
DEPUTY DIRECTOR	00832A	1.0	86,549	1.0	90,080
EXECUTIVE DIRECTOR	00844A	1.0	149,583	1.0	154,209
PLANNING AND PROGRAM DEVELOPMENT SPECIALIST	00320A	3.0	145,918	3.0	151,092
SENIOR ADMINISTRATIVE AIDE/TRAINING SPECIALIST	00319A	1.0	47,734	1.0	49,368
SENIOR RECEPTIONIST	00312A	1.0	43,600	1.0	43,817
SPECIAL PROJECTS COORDINATOR	00829A	2.0	139,690	2.0	146,102
<b>Subtotal Unclassified</b>		<b>13.0</b>	<b>851,236</b>	<b>13.0</b>	<b>880,118</b>
<b>Subtotal</b>		<b>13.0</b>	<b>851,236</b>	<b>13.0</b>	<b>880,118</b>
Overtime (1.5)			7,651		7,982
Seasonal/Special Salaries/Wages			200,000		413,487
Turnover			(55,399)		0
<b>Total Salaries</b>			<b>1,003,488</b>		<b>1,301,587</b>
<b>Benefits</b>					
FICA			72,844		81,874
Health Benefits			189,667		194,393
Holiday			0		5,811
Payroll Accrual			4,640		5,142
Retiree Health			52,923		54,221
Retirement			218,834		251,492
<b>Subtotal</b>			<b>538,908</b>		<b>592,933</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>1,542,396</b>	<b>13.0</b>	<b>1,894,520</b>
<b>Cost Per FTE Position</b>			<b>118,646</b>		<b>145,732</b>
Statewide Benefit Assessment			31,435		34,764
<b>Payroll Costs</b>		<b>13.0</b>	<b>1,573,831</b>	<b>13.0</b>	<b>1,929,284</b>
<b>Purchased Services</b>					
Clerical and Temporary Services			3,000		3,000
Legal Services			150,000		150,000
Other Contracts			84,300		141,300
<b>Subtotal</b>			<b>237,300</b>		<b>294,300</b>

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## Personnel

**Agency: Board Of Elections**

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### Central Management

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	FY 2020		FY 2021	
	FTE	Cost	FTE	Cost
<b>Total Personnel</b>	<b>13.0</b>	<b>1,811,131</b>	<b>13.0</b>	<b>2,223,584</b>
<b>Distribution by Source of Funds</b>				
General Revenue	13.0	1,811,131	13.0	2,223,584
<b>Total All Funds</b>	<b>13.0</b>	<b>1,811,131</b>	<b>13.0</b>	<b>2,223,584</b>

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