

**VOLUME I:**  
**GENERAL GOVERNMENT**  
**AND QUASI-PUBLIC AGENCIES**

**BOARD OF ELECTIONS**

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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 nonpartisan 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

	2020 Actuals	2021 Actuals	2022 Enacted Budget	2022 Revised Budget	2023 Recommended
<b>Expenditures by Program</b>					
Central Management	2,542,334	3,368,251	2,671,768	2,783,896	6,126,861
<b>Total Expenditures</b>	<b>2,542,334</b>	<b>3,368,251</b>	<b>2,671,768</b>	<b>2,783,896</b>	<b>6,126,861</b>
<b>Expenditures by Object</b>					
Salary And Benefits	1,503,284	1,790,476	1,461,731	1,573,859	1,940,714
Contract Professional Services	137,773	290,221	213,550	213,550	213,550
Operating Supplies And Expenses	792,511	1,278,901	968,487	968,487	1,264,597
Assistance And Grants	(565)	0	0	0	2,700,000
<b>Subtotal: Operating</b>	<b>2,433,003</b>	<b>3,359,598</b>	<b>2,643,768</b>	<b>2,755,896</b>	<b>6,118,861</b>
Capital Purchases And Equipment	109,330	8,653	28,000	28,000	8,000
<b>Subtotal: Other</b>	<b>109,330</b>	<b>8,653</b>	<b>28,000</b>	<b>28,000</b>	<b>8,000</b>
<b>Total Expenditures</b>	<b>2,542,334</b>	<b>3,368,251</b>	<b>2,671,768</b>	<b>2,783,896</b>	<b>6,126,861</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	2,536,695	3,368,251	2,671,768	2,783,896	6,126,861
Federal Funds	5,639	0	0	0	0
<b>Total Expenditures</b>	<b>2,542,334</b>	<b>3,368,251</b>	<b>2,671,768</b>	<b>2,783,896</b>	<b>6,126,861</b>
<b>FTE Authorization</b>	<b>13.0</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 2022		FY 2023	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	00823A	1.0	62,282	1.0	63,839
ASSISTANT ADMINISTRATOR/FINANCIAL MANAGEMENT	00835A	1.0	103,901	1.0	106,498
CLERK/MACHINE DEMONSTRATOR/ASSISTANT BALLOT COORDINATOR	00313A	1.0	41,826	1.0	43,708
DEPUTY DIRECTOR	00832A	1.0	99,629	1.0	102,071
EXECUTIVE DIRECTOR	00844A	1.0	161,818	1.0	165,770
EXECUTIVE SECRETARY	00823A	1.0	55,027	1.0	58,276
PLANNING AND PROGRAM DEVELOPMENT SPECIALIST	00320A	3.0	162,820	3.0	170,520
SENIOR ADMINISTRATIVE AIDE	00317A	1.0	47,965	1.0	50,302
SENIOR ADMINISTRATIVE AIDE/TRAINING SPECIALIST	00319A	1.0	53,442	1.0	54,779
SPECIAL PROJECTS COORDINATOR	00829A	1.0	83,074	1.0	85,151
ZFTE RECONCILIATION TO AUTHORIZATION (UNCLASSIFIED)	00000A	1.0	0	1.0	0
<b>Subtotal Unclassified</b>		<b>13.0</b>	<b>871,784</b>	<b>13.0</b>	<b>900,914</b>
<b>Subtotal</b>		<b>13.0</b>	<b>871,784</b>	<b>13.0</b>	<b>900,914</b>
Overtime			23,697		8,240
Seasonal/Special Salaries/Wages			28,000		382,939
FY 2021 Retro COLA Payment			28,937		0
<b>Total Salaries</b>			<b>952,418</b>		<b>1,292,093</b>
<b>Benefits</b>					
Contract Stipends			9,000		9,750
FICA			70,875		98,099
Health Benefits			190,159		199,014
Holiday			315		0
Payroll Accrual			5,144		0
Retiree Health			47,614		40,765
Retirement			262,380		265,051
<b>Subtotal</b>			<b>585,487</b>		<b>612,679</b>
<b>Total Salaries and Benefits</b>		<b>13.0</b>	<b>1,537,905</b>	<b>13.0</b>	<b>1,904,772</b>
<b>Cost Per FTE Position</b>			<b>118,300</b>		<b>146,521</b>
Statewide Benefit Assessment			35,954		35,942
<b>Payroll Costs</b>		<b>13.0</b>	<b>1,573,859</b>	<b>13.0</b>	<b>1,940,714</b>
<b>Purchased Services</b>					

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## Personnel

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### Agency: Board of Elections

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### Central Management

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	FY 2022		FY 2023	
	FTE	Cost	FTE	Cost
<b>Purchased Services</b>				
Clerical and Temporary Services		3,000		3,000
Legal Services		150,000		150,000
Other Contracts		60,550		60,550
<b>Subtotal</b>		<b>213,550</b>		<b>213,550</b>
<b>Total Personnel</b>	<b>13.0</b>	<b>1,787,409</b>	<b>13.0</b>	<b>2,154,264</b>
<b>Distribution by Source of Funds</b>				
General Revenue	13.0	1,787,409	13.0	2,154,264
<b>Total All Funds</b>	<b>13.0</b>	<b>1,787,409</b>	<b>13.0</b>	<b>2,154,264</b>