

**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

	2021 Actuals	2022 Actuals	2023 Enacted Budget	2023 Revised Budget	2024 Recommended
<b>Expenditures by Program</b>					
Central Management	3,368,251	2,591,770	6,249,463	6,380,949	3,637,565
<b>Total Expenditures</b>	<b>3,368,251</b>	<b>2,591,770</b>	<b>6,249,463</b>	<b>6,380,949</b>	<b>3,637,565</b>
<b>Expenditures by Object</b>					
Salary and Benefits	1,790,476	1,614,743	2,063,316	2,027,074	2,008,689
Contract Professional Services	290,221	63,935	213,550	343,550	238,550
Operating Supplies and Expenses	1,278,901	913,091	1,264,597	1,302,325	1,382,326
Assistance and Grants	0	0	2,700,000	2,700,000	0
<b>Subtotal: Operating</b>	<b>3,359,598</b>	<b>2,591,770</b>	<b>6,241,463</b>	<b>6,372,949</b>	<b>3,629,565</b>
Capital Purchases and Equipment	8,653	0	8,000	8,000	8,000
<b>Subtotal: Other</b>	<b>8,653</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Total Expenditures</b>	<b>3,368,251</b>	<b>2,591,770</b>	<b>6,249,463</b>	<b>6,380,949</b>	<b>3,637,565</b>
<b>Expenditures by Source of Funds</b>					
General Revenue	3,368,251	2,591,770	6,249,463	6,380,949	3,637,565
<b>Total Expenditures</b>	<b>3,368,251</b>	<b>2,591,770</b>	<b>6,249,463</b>	<b>6,380,949</b>	<b>3,637,565</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 Summary

### Board of Elections

	FY 2023		FY 2024	
	FTE	Cost	FTE	Cost
Unclassified	13.0	972,728	13.0	1,000,863
<b>Subtotal</b>	<b>13.0</b>	<b>972,728</b>	<b>13.0</b>	<b>1,000,863</b>
Overtime		8,240		8,446
Seasonal/Special Salaries/Wages		389,939		257,172
Turnover		(60,452)		0
<b>Total Salaries</b>		<b>1,310,455</b>		<b>1,266,481</b>
<b>Benefits</b>				
Contract Stipends		9,750		0
FICA		99,143		95,127
Health Benefits		242,453		255,429
Payroll Accrual		0		5,812
Retiree Health		43,577		45,237
Retirement		283,272		301,068
<b>Subtotal</b>		<b>678,195</b>		<b>702,673</b>
<b>Total Salaries and Benefits</b>	<b>13.0</b>	<b>1,988,650</b>	<b>13.0</b>	<b>1,969,154</b>
<b>Cost Per FTE Position</b>		<b>152,973</b>		<b>151,473</b>
Statewide Benefit Assessment		38,424		39,535
<b>Payroll Costs</b>	<b>13.0</b>	<b>2,027,074</b>	<b>13.0</b>	<b>2,008,689</b>
<b>Purchased Services</b>				
Clerical and Temporary Services		3,000		3,000
Legal Services		150,000		150,000
Other Contracts		190,550		85,550
<b>Subtotal</b>		<b>343,550</b>		<b>238,550</b>
<b>Total Personnel</b>	<b>13.0</b>	<b>2,370,624</b>	<b>13.0</b>	<b>2,247,239</b>
<b>Distribution by Source of Funds</b>				
General Revenue	13.0	2,370,624	13.0	2,247,239
<b>Total All Funds</b>	<b>13.0</b>	<b>2,370,624</b>	<b>13.0</b>	<b>2,247,239</b>

# Personnel

## Board of Elections

### Central Management

		FY 2023		FY 2024	
		FTE	Cost	FTE	Cost
<b>Unclassified</b>					
ADMINISTRATIVE ASSISTANT	0823 A	1.0	63,841	1.0	65,437
ASSISTANT ADMINISTRATOR/FINANCIAL MANAGEMENT	0835 A	1.0	106,503	1.0	109,165
CLERK/MACHINE DEMONSTRATOR/ASSISTANT BALLOT COORDINATOR	0313 A	1.0	43,712	1.0	45,622
DEPUTY DIRECTOR	0832 A	1.0	102,074	1.0	104,578
EXECUTIVE DIRECTOR	0844 A	1.0	165,773	1.0	169,822
EXECUTIVE SECRETARY	0823 A	1.0	58,285	1.0	61,696
PLANNING AND PROGRAM DEVELOPMENT SPECIALIST	0320 A	3.0	170,718	3.0	174,987
SENIOR ADMINISTRATIVE AIDE	0317 A	1.0	50,262	1.0	52,707
SENIOR ADMINISTRATIVE AIDE/TRAINING SPECIALIST	0319 A	1.0	54,781	1.0	56,151
SPECIAL PROJECTS COORDINATOR	0829 A	2.0	156,779	2.0	160,698
<b>Subtotal Unclassified</b>		<b>13.0</b>	<b>972,728</b>	<b>13.0</b>	<b>1,000,863</b>
<b>Subtotal</b>		<b>13.0</b>	<b>972,728</b>	<b>13.0</b>	<b>1,000,863</b>
Overtime			8,240		8,446
Seasonal/Special Salaries/Wages			389,939		257,172
Turnover			(60,452)		0
<b>Total Salaries</b>			<b>1,310,455</b>		<b>1,266,481</b>
<b>Benefits</b>					
Contract Stipends			9,750		0
FICA			99,143		95,127
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<b>Cost Per FTE Position</b>			<b>152,973</b>		<b>151,473</b>
Statewide Benefit Assessment			38,424		39,535
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## Personnel

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### Board of Elections

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### Central Management

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<b>Purchased Services</b>				
Subtotal		343,550		238,550
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