

## C. USES OF FUNDS

### 1. General Uses

Any funds received pursuant to this program shall be used by County only for one or more of the following purposes, except as otherwise provided below:

- a. Polling Place Accessibility – County may use a grant to make polling places, including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities to enhance access and participation of individuals with the full range of disabilities in elections for Federal and State office;
- b. Equal Opportunity – County may use a grant to provide the same opportunity for access and participation (including privacy and independence) to individuals with the full range of disabilities as for other voters;
- c. Accessibility Training – County may use a grant to train elections officials, poll workers, and election volunteers on how best to promote the access and participation of individuals with the full range of disabilities in elections for Federal and State office;
- d. Access Information – County may use a grant to provide individuals with the full range of disabilities with information about the accessibility of polling places.

### 2. Items Specifically Approved for Reimbursement

Items or procedures included on the following lists are presumed to be reimbursable, provided that their intended use is consistent with the General Uses set forth above. The county may perform activities identified as approved for reimbursement, or may contract for the performance of the activities. The Secretary of State shall be the sole determiner of whether an expenditure is consistent with the General Uses as set forth above. The Secretary of State will reimburse for the following items or activities, including taxes on purchased goods:

- a. Assessing Accessibility
  - (1) Tools to measure slope;
  - (2) Tools to measure width, turning area, etc.;
  - (3) Tools to modify voting booths;
  - (4) Calculator;
  - (5) Survey kits;
  - (6) Clipboards;
  - (7) Tape measure;
  - (8) Polling Place Inspectors/Surveyors;
  - (9) Camera;
  - (10) Door pressure gauge.
- b. Equipment and Activities to Improve Accessibility
  - (1) New accessible voting booths;
  - (2) Retrofitting voting booths;
  - (3) Retrofitting polling places for public buildings only and must be a regularly used polling place;
  - (4) Adapter “kits” or other materials to make a voting station accessible;
  - (5) Signage (parking, directional, entrance, etc.);
  - (6) Table to provide accessibility;
  - (7) Chair (for seated voting);

- (8) Supports for accessibility signage;
- (9) Device/System to alert pollworkers that a voter is at the curb, door, or otherwise needs assistance;
- (10) Doorstops;
- (11) Lighting;
- (12) Low-vision pens;
- (13) Magnifying devices;
- (14) Mats or other materials to make the path of travel accessible;
- (15) Pen grips;
- (16) Temporary ramps (if wheel guides not included, may purchase wheel guides separately);
- (17) Temporary handrails;
- (18) Permanent handrails (public buildings only; must be regularly used as polling place);
- (19) Threshold covers or mats;
- (20) Traffic cones or other materials to make parking temporarily accessible for voting;
- (21) Wedges;
- (22) Audio translations;
- (23) Consultants, contractors, or accessibility experts to improve polling place accessibility;
- (24) Equipment for CD/DVD duplication;
- (25) Accessibility web site development costs;
- (26) Improving accessibility of web site.

c. Training Materials and Programs

- (1) Development, production, translation, and transcription into Braille, of manuals, programs, posters, brochures, and other printed materials for training of pollworkers or polling place inspectors;
- (2) Development, production, translation, of video/DVD training materials;
- (3) Equipment necessary to use videos/DVDs in training of pollworkers or polling place inspectors;
- (4) Stipends to compensate a trainer to train county pollworker trainers on issues specific to accessibility;
- (5) Pollworker training that is specific to accessibility and in addition to pre-existing training, or a modification/improvement of pre-existing training;
- (6) Disability or accessibility experts to make presentations at pollworker trainings.

d. Educational and Informational Materials

- (1) Development, production, translation, transcription into Braille or into audio or CD/DVD format, of printed materials to educate or inform voters concerning polling place and voting accessibility.
- (2) Public advertising of information on accessibility of polling places and voting.
- (3) Mailers to disseminate information on services for persons with disabilities.
- (4) Translation of existing materials related to accessibility into required languages.
- (5) Reformatting and re-printing materials into "large-type."
- (6) Readability analysis to simplify informational or instructional materials.
- (7) Development of accessibility materials for county web site, or construction of a county web site for the purpose of providing information to the public on accessibility, if one does not already exist or making a current site accessible.

### 3. Items Presumed to be Unreimbursable

The following is a partial list of items presumed to be unreimbursable and not inclusive of all items that are unreimbursable. The list is provided only for purpose of providing guidance to Counties. The Secretary of State shall be the sole determiner of whether an expenditure is unreimbursable.

- (1) Administrative costs;
- (2) Batteries;
- (3) Blackberries (hand held computers);
- (4) Braille business cards;
- (5) Cable TV;
- (6) Cassette players;
- (7) Cassette tapes;
- (8) Catering;
- (9) Computers;
- (10) Other office equipment, including but not limited to fax machines and copiers, unless prior approval has been obtained from the granting agency;
- (11) Office supplies, including but not limited to paper, pens and post-it notes;
- (12) Concrete paving for parking lots and spaces;
- (13) Concrete ramps;
- (14) DREs/other voting equipment (can be purchased with other HAVA funds);
- (15) Emergency exit signs;
- (16) Facility rental;
- (17) Permanent modifications or improvements to private or non-governmental structures, including, but not limited to private residences and places of worship;
- (18) Food;
- (19) Gas;
- (20) Gift bags, pins, buttons, shirts or other promotional items for pollworkers, voters or County staff;
- (21) Invitations;
- (22) Laptops;
- (23) Light bulbs;
- (24) Modifications to mobile voter education vehicle, unless that vehicle is used as a polling place;
- (25) Parking fees;
- (26) Parking lot improvements;
- (27) Photographers;
- (28) Scanners;
- (29) Staff salaries of County employees not conducting one of the activities allowable in this Agreement;
- (30) Trailers;
- (31) Transportation to polling sites;
- (32) Vehicles – purchase, rental, or operating expenses;
- (33) Any indirect rate or overhead costs distributed to county administrative support services.