

ANNUAL ELECTIONS COSTS REPORT

Name of person completing form: _____ County of: _____

HINDI: _____ Municipality (select one): Town Village City of: _____

Instructions: All municipalities and counties must enter this information online in WEDCS by January 31st for the preceding calendar year. If your provider enters this information for your municipality, please fill out the information below and return the form to your provider so that this data may be entered into WEDCS by January 31st. Each cost category contains a list of examples of what should be included in that category. If you have questions about which category a cost best fits into, please contact G.A.B. staff. Election costs only need to be provided once **for each municipality and each county**, not for each reporting unit. Please **DO NOT** send a paper copy to the Government Accountability Board.

ITEM	COST CATEGORY	COSTS
1	Training (materials such as manuals, forms, webinars, and handouts; chief inspector training; pollworker training; special voting deputy training; special registration deputy training; board of canvassers training; clerk and staff training; election-related conferences; wages for local election officials to attend training; reimbursements such as mileage or food)	
2	Voting Equipment (maintenance and repairs; storage; memory device purchases; equipment purchases; consumables – ink, pens, printer tapes)	
3	Voter Registration (printing forms; voter record mailings – e.g., polling place change, 30-day notice, ping letter, etc.)	
4	Clerk and Staff (salaries; hourly wages; benefits; allowances; reimbursements, SVRS Provider-Relier fees based on MOU) <i>NOTE: for salary and benefits please pro-rate based on the approximate percentage of time spent on election-related work.</i>	
5	Supplies (ballot bags; security tapes/seals; voting booths; ballot boxes; voter numbers; “I Voted” stickers; accessibility-related purchases and facility improvements; office supplies)	
6	Miscellaneous (please explain these costs using the box below)	