



Wisconsin Government Accountability Board

# WEDCS AND ELECTION DATA REPORTING REQUIREMENTS

# WEDCS

- ◉ Wisconsin Election Data Collection System
- ◉ Election Administration and Voting Survey (EAVS) required by the US Election Assistance Commission (EAC)
- ◉ GAB-190NF – Non-Federal State Elections
- ◉ GAB-190F – Federal Elections
- ◉ GAB-191 – Election Cost Report
- ◉ GAB-192 – Annual Election Cost Report
- ◉ GAB-190 Help Guide
- ◉ Post-Election Auditing
- ◉ Online Resources

# Election Administration and Voting Statistics (GAB-190F and GAB-190NF)

- GAB-190 is required by Wis. Stat. § §6.275 and 6.276 within 30 days of the election
- GAB-190F
  - Required for federal elections (Presidential Preference, Partisan Primary, General Election, or any Federal Special Election)
- GAB-190NF
  - Required for state elections (State office or Statewide referendum is on the ballot) and the election is not a federal election
- Only difference is the permanent overseas absentee ballot questions on the federal form

## ELECTION VOTING AND REGISTRATION STATISTICS REPORT – Federal Election

Please complete both sides and all pages of form – enter online in WEDCS or send to provider for entry.  
Please DO NOT send a paper copy to the Government Accountability Board.

Date of Primary/Election: \_\_\_\_\_ Name of person completing form: \_\_\_\_\_

County: \_\_\_\_\_ Village: \_\_\_\_\_ City Municipality: \_\_\_\_\_ Reporting Unit: \_\_\_\_\_

1. Registrants. Total number of active voters as of 20 days prior to the election .....
2. Late Registrants. Number of voters registered during closed registration .....
3. Election-Day Registrants. Number of voters registered on Election Day .....
4. Total Ballots. How many ballots were cast? .....
5. Total Voters. How many voters voted in the election? .....
6. Total number of votes cast on:
  - a) Paper Ballots (include hand-counted ballots): .....
  - b) Optical Scan Ballots: .....
  - c) DRE (Touchscreen): .....
  - d) Auto-MARK: .....
7. Ballots counted at:
 

polling place       polling place with central count absentee       central count
8. Election Inspectors
  - a) Total number of election inspectors? .....
  - b) Does this polling place use split shifts?      Yes      No
  - c) Difficulty of obtaining election inspectors:
 

1=Very Difficult    2=Somewhat Difficult    3= Neither Difficult nor Easy  
4=Somewhat Easy    5=Very Easy
  - d) Number of election inspectors by age group:
 

16 to 17: \_\_\_\_\_    18 to 25: \_\_\_\_\_    26 to 40: \_\_\_\_\_  
41 to 60: \_\_\_\_\_    61 to 70: \_\_\_\_\_    71+: \_\_\_\_\_
  - e) Name of polling place: \_\_\_\_\_
  - f) Is this polling place shared by multiple reporting units?      Yes      No
9. Provisional Ballots. How many provisional ballots were:
  - a) Cast because:
    - i. Could not provide Wisconsin Driver's License, State ID number.....
    - ii. First time voter, registered by mail and could not provide POR .....
  - b) Counted? .....
  - c) Rejected? .....

# Election-Specific Cost Report (GAB-191)

- Only required after the Spring Election and the General Election (April and November)
- Due within 60 days of the election
- Only include costs related solely to that specific election (no primary costs)
- Descriptive examples for each question
- Everything else is “miscellaneous”

## ELECTION-SPECIFIC COSTS REPORT

Election: \_\_\_\_\_

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 within 60 days of the election. 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 within 60 days of the election. 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. This cost report is required after each April and November general election. Please **DO NOT** send a paper copy to the Government Accountability Board.

ITEM	COST CATEGORY	COSTS
1	Notices (printing and publishing of Type A, Type B, Type C, Type D, Type E; GAB forms 111 through 118)	
2	Ballots (printing/proofing; sample ballots)	
3	Absentee (postage, labels; mailing envelopes; certificate envelopes)	
4	Voting Equipment (public testing; programming; memory device rental; equipment rental)	
5	Polling Place (delivery/setup of materials and equipment; facility rental; cleaning fees; security fees; poll books; street directory; supplemental list; ineligible voter list; inspectors statement; other forms)	
6	Pollworkers (wages for chief inspectors, pollworkers, greeters, polling place special registration deputies; food and beverages; reimbursements)	
7	Other Local Election Officials (wages for board of canvassers, special voting deputies; temporary staff for before/after the election; reimbursements)	
8	Miscellaneous (please explain these costs using the box below)	

# Annual Election Cost Report (GAB-192)

- Required Annually by January 31<sup>st</sup> for the preceding year
- Only include costs not related to a specific election
- Descriptive examples for each question
- Everything else is “miscellaneous”

ANNUAL ELECTIONS COSTS REPORT	
Name of person completing form: _____	County of: _____
HINDI: _____	Municipality (select one): <input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City of: _____

**Instructions:** All municipalities and counties must enter this information online in WEDCS by January 31<sup>st</sup> 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 31<sup>st</sup>. 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)	

# GAB-190 Help Guide

- Detailed instructions for completing each question on the GAB-190F and GAB-190NF
- Explains why the GAB-190 is required

State of Wisconsin \ Government Accountability Board

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JUDGE TIMOTHY L. VOCKE  
Chairperson

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Director and General Counsel

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**GUIDE TO COMPLETING THE GAB-190**

This help guide provides additional instructions on completing the GAB-190-F (for Federal elections) and the GAB-190-NF (for non-Federal elections). The GAB-190-F has an additional set of questions regarding permanent overseas absentee voters that is not included on the GAB-190-NF.

The GAB-190 (formerly known as the EB-190) has been required since 1980 through the enactment of 1979 Assembly Bill 322. This law required municipalities to report certain statistics to their county, and the county was responsible for reporting these statistics to the State. The Wisconsin Election Data Collection System (WEDCS) was developed and launched in 2008 using a grant from the U.S. Election Assistance Commission (EAC), and provides an electronic alternative to the paper version of the GAB-190 form. The primary purpose of WEDCS is to improve the election data collection process for clerks in order to better meet Wisconsin and Federal statutory reporting requirements. However, WEDCS also provides the additional opportunity to compare data entered on the GAB-190 Form to what has been recorded in SVRS, allowing clerks to reconcile voter data after elections.

Sections 6.275 and 6.276 of the Wisconsin Statutes require municipal clerks and boards of election commissioners to provide several statistics to the county clerk or election commission, and to the G.A.B. "within 30 days after each primary and election at which a state or national office is filled or a statewide referendum is held." The G.A.B. uses these same criteria to determine whether or not a GAB-190 Form is required for an election. When you complete the GAB-190 in WEDCS, you are helping to meet multiple statutory requirements without the need to create and exchange numerous paper forms. Wis. Stat. §6.276 also requires that the G.A.B. transmit all specified election data to the EAC.

The data from the GAB-190 needs to be entered into WEDCS for each reporting unit. WEDCS is an online program run through the same Citrix Application as the SVRS. However, the recommend method of accessing WEDCS is directly through this website: <https://wedc.gab.wi.gov>, which requires 'svrs\' and then your SVRS username to login. The password is the same as your SVRS password. Accessing WEDCS through this direct website should allow you more time to complete the forms (up to two hours) before the system will disconnect an idle/inactive session. The WEDCS chapter of the SVRS manual is available on the G.A.B. website here: <http://gab.wi.gov/clerks/education-training/svrs-manual>.

If you have access to WEDCS, you can enter your GAB-190 information and click on "SAVE AND SUBMIT" to complete each report. You do not need to print a copy to send to your county clerk, but you may print a copy for your records if you choose to do so. You can always log back into WEDCS at any time and retrieve a submitted report. The reports also remain open for editing until all municipalities and counties have completed all GAB-190 reports. Entering the information into WEDCS and submitting each required report meets all statutory reporting requirements.

If you are a relier clerk and you do not have access to WEDCS, please print a GAB-190 (Federal or non-Federal, depending on the election) for each reporting unit, or fill out a fillable PDF-version of the GAB-190 for each reporting unit, and give the completed forms to your provider and allow them enough time to enter the information into WEDCS on your behalf before the deadline of 30 days after the election date. If you are a relier clerk who does not currently have access to WEDCS, but would like to enter your own GAB-190 data into WEDCS, please contact the GAB Help Desk to setup a username and password for WEDCS. The GAB Help Desk can be reached at [GABHelpDesk@wi.gov](mailto:GABHelpDesk@wi.gov), or at (608) 261-2028.

GAB-190 Help Guide | Rev 2013-08 | Government Accountability Board, P.O. Box 7984, Madison, WI 53707-7984  
608-261-2028 | web: [gab.wi.gov](http://gab.wi.gov) | email: [gab@wi.gov](mailto:gab@wi.gov)

# Post-Election Audit

- ⦿ WEDCS Information is used to compare to the Statewide Voter Registration System (SVRS) and Canvass Reporting System (CRS) to validate data accuracy by comparing for each reporting unit:
  - the voter participation recorded in SVRS
  - The total voters reported in WEDCS
  - The total votes cast for the office with the highest turnout in CRS (e.g. President in November 2012)

# Online Resources

Resource	Link
GAB-190F	<a href="http://gab.wi.gov/forms/gab-190-federal">http://gab.wi.gov/forms/gab-190-federal</a>
GAB-190NF	<a href="http://gab.wi.gov/forms/gab-190-non-federal">http://gab.wi.gov/forms/gab-190-non-federal</a>
GAB-191	<a href="http://gab.wi.gov/forms/gab-191">http://gab.wi.gov/forms/gab-191</a>
GAB-192	<a href="http://gab.wi.gov/forms/gab-192">http://gab.wi.gov/forms/gab-192</a>
GAB-190 Help Guide	<a href="http://gab.wi.gov/manuals/gab190">http://gab.wi.gov/manuals/gab190</a>
WEDCS	<a href="https://wedc.gab.wi.gov/">https://wedc.gab.wi.gov/</a>