



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE ADDENDUM
Finance/Justice & Social Services/Policy, Personnel, & Appointments
County of Champaign, Urbana, Illinois
Tuesday, March 12, 2013 – 6:00 p.m.**

Lyle Shields Meeting Room-Brookens Administrative Center
1776 E. Washington, Urbana, Illinois

VIII. Finance:
Other Business

1. Request Approval of the Application, and if Awarded, Acceptance of Illinois State Board of Elections - Voter Registration State Grant 2013



**Illinois State Board of Elections
Voter Registration State Grant 2013
Acceptance Agreement**



You are receiving a grant from the Illinois State Board of Elections. Generally stated; the purpose of this grant is to assist in the maintenance and other costs associated with your voter registration system in order for it to communicate with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002. Your election jurisdiction received previous information regarding the amount your jurisdiction is entitled to, which will be distributed in a lump sum payment after the Illinois State Board of Elections has received copies of all current documented expenditures. It is important to note that only documented expenditures and/or obligations to expend are eligible for reimbursement. Your election jurisdiction, Champaign County, is eligible to receive an amount of \$8,600.00 (*eight thousand, six hundred dollars and 00/100*), which will be distributed in a lump sum payment. If your expenses exceed this amount and funding is available, you may be able to take advantage of a second reimbursement which may be sent in a second payment.

The State Board of Elections and you, the Election Authority, have responsibilities both as to spending the monies for the intended purposes and tracking expenditures not previously covered or reimbursed by the HAVA funded VR Grant or other grant monies. By accepting this money, you agree to send copies of all future documented expenditures and/or obligations to expend for audit purposes in accordance with generally accepted auditing standards.

Purchases made from this fund shall become the responsibility and property of the Election Authority, not the State Board of Elections. All property control and custody responsibilities will be assumed by the Election Authority. Likewise, the Election Authority agrees that all future costs related to maintenance, repairs, and upgrades to equipment or property purchased with these grant funds shall be the sole responsibility of the Election Authority, not the State Board of Elections. While future maintenance funds have been requested by the State Board of Elections for this purpose, there are no guarantees as to the availability of said funding.

As a condition of receipt of this grant, the Election Authority agrees to comply with the provisions of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/) and the equal employment practices of the Illinois Human Rights Act (775 ILCS 5/2-105).

THIS GRANT IS SUBJECT TO THE ILLINOIS GRANT FUNDS RECOVERY ACT (30 ILCS 705/1, et seq.). THEREFORE, ANY UNSPENT PORTION OF THE GRANT THAT REMAINS AFTER 30 DAYS MUST BE RETURNED WITH INTEREST TO THE STATE BOARD OF ELECTIONS IMMEDIATELY. ANY MISSPENT OR IMPROPERLY HELD GRANT FUNDS ARE SUBJECT TO RECOVERY BY THE STATE BOARD OF ELECTIONS.

Election authorities that fail to pay their vendors for qualifying expenses within the 30-day time period as specified by the terms of this Agreement and underlying federal rule shall become liable to the State Board of Elections for interest penalties for failing to meet the 30-day interval (unless the applicable grant amount, or any unused portion thereof, is returned to the State before the 30-day period has elapsed). An election authority failing to meet this 30-day requirement will be liable for interest at the rate applicable to the State's payments to its vendors under the terms of the State Prompt Payment Act (30ILCS 540). The interest calculation for this mandatory reimbursement is based on the historical interest rates earned by the State HAVA fund and paid by the State Treasurer during the specific time periods the money was improperly held by the local jurisdiction. The election authority assessed this interest penalty must remit the penalty amount to the State Board of Elections within 30 days of receipt of notice from SBE. Such interest payment shall be identified separately from any grant returns or other refunds.

By signing this document, you certify that you agree to use the grant funds provided for the purposes articulated above and certify that you understand and agree to the record keeping and documentation requirements set forth above. **Further, you certify that you will return to the SBE any of the unspent funds remaining within thirty days after receipt of such funds as noted above.** For purposes of this paragraph, the unspent funds shall be considered timely returned if it is actually received in either of the SBE offices (Chicago or Springfield) within 30

Voter Registration State Grant 2013
Acceptance Agreement

days of receipt or, if received beyond such 30-day period, the envelope containing the unspent funds is postmarked within such 30-day period. If the postmark on the envelope containing the unspent funds is missing or illegible, the return of the unspent funds will be considered timely if such envelope is received by the SBE no later than 5 business days following the end of such 30-day period.

Any violations of this agreement may be reported to appropriate legal authorities for review and appropriate action.

***Chairman of County Board or Board of Election
Commissioners Authorized Agent***

Signature _____

Printed Name _____

Date _____

Election Authority Authorized Agent

Signature _____

Printed Name _____

Date _____

Illinois State Board of Elections

Signature _____

Printed Name Rupert T. Borgsmiller, Executive Director

Date _____



ILLINOIS STATE BOARD OF ELECTIONS
FY13 Voter Registration State Grant
Expenditure List

Election Jurisdiction Name: _____

Person Completing Form: _____

Phone: _____ E-mail: _____

Fax: _____

Voter Registration Database Expenditures

VENDOR	ITEMS PURCHASED	COVERAGE DATES	QUANTITY	COST PER UNIT	TOTAL COST	CHECK #
GRAND TOTAL						



ILLINOIS STATE BOARD OF ELECTIONS
FY13 Voter Registration State Grant
Information Sheet

1. Name of Jurisdiction*: _____
Payable to: _____
2. Primary Contact: _____
3. Title: _____
4. Mailing Address: _____

Mailing Address
For Payment:
(if different from
above) _____

5. Telephone Number: _____
6. Fax Number: _____
7. E-Mail: _____

*Specify payment payable to (if different from Jurisdiction)