



FY 2014 PERFORMANCE PLAN Board of Elections

MISSION

The Board of Elections, a Charter independent agency, is comprised of a three-member Board along with a small, dedicated staff that carries out the agency's mission. The mission of the Board is to enfranchise eligible residents, conduct elections, and assure the integrity of the electoral process as mandated by both federal and local laws.

SUMMARY OF SERVICES

The Board achieves its mission through the execution of the following services and programs: voter registration services; voting system technologies; voter information services including public and media outreach and candidate services; information technology and information services systems that support voting, ballot tabulation, and electronic mapping of election district boundaries; the planning and implementation of District of Columbia elections; and through the aid of legal counsel, rulemaking and adjudication functions.

PERFORMANCE PLAN DIVISIONS

- Board of Supervisors¹
- Election Operations
- Agency Management²

¹ The Board of Supervisors, as a budgetary division, represents the compensation earned by the Chairman and members of the Board of Elections. See Title I, Subtitle M of the Fiscal Year 2013 Budget Support Act of 2012, effective September 30, 2012 (D.C. Law 19-168). The Board of Supervisors provides assistance to the BOE in carrying out its duties, mainly as a policy-making and quasi-judicial Board. Accordingly, no performance plan is associated to this budgetary division.

² Agency Management, as a budgetary division, is a standard program for all agencies using performance-based budgeting. For the Board of Elections, the Agency Management budgetary division represents the administrative and legal support required to achieve operational and programmatic results in its main budgetary division (Election Operations). Accordingly, no performance plan is associated to this budgetary division.



AGENCY WORKLOAD MEASURES

Measure	FY 2011 Actual		FY 2012 Actual	FY2013 YTD	
	November 2, 2010 General Election	April 26, 2011 Special Election	April 3, 2012 Primary Election	November 6, 2012 General Election	April 23, 2013 Special Election
Total ballots cast and counted	135,846	47,227	64,361	294,254	57,238
Number of absentee ballots requested by deadline	5,492	5,947	6,368	17,362	6,669
Number of special ballots processed	6,931	1,738	3,945	38,636	2,553
Number of voter registration applications received (new and updates)	23,071		31,776	104,935 ³	
Number of registration applications received online (new and updates) ⁴	NA		NA	NA	
Number of voters made inactive on rolls ⁵	NA		NA	NA	
Number of voters removed from rolls ⁶	NA		NA	NA	
Number of nominating petition signatures submitted ⁷	NA		NA	NA	
Number of voter education, registration, election worker recruitment, or equipment demonstration events requested ⁸	NA		NA	NA	

³ Registration applications received as of 6/30/2013.

⁴ This agency workload measure is new in Fiscal Year 2014. Accordingly, historical data from previous fiscal years is not provided here.

⁵ See note 4.

⁶ See note 4.

⁷ See note 4.

⁸ See note 4.



Election Operations

SUMMARY OF SERVICES

Election Operations provides the administrative functions for the agency's overall operations. This program directs election-related program operations and support activities; conducts elections; provides voter registration services; and provides voter roll maintenance, technology and information, and administration and support. This program contains the following four activities:

Voter Registration operates the voter registration system; conducts the absentee voter program, including in person, by mail, overseas citizen services, and absentee registration and voting; maintains voter history data; disseminates and provides access to voter registry data products; determines registration status for special ballots and petition signatures; assists in automated ballot tabulation and recount operations; conducts the biennial voter canvass; and executes the statutorily mandated requirements for the management and maintenance of the District's voter registry, including data processing systems support for on-line voter registration;

Voter Services – provides centralized voter assistance, public reception, and information services; provides candidates with the information and documentation necessary for them to qualify for office, including petitions and declarations of candidacy; administers ballot access procedures for candidates and initiative, referendum, and recall measures; ensures petition sufficiency, voter qualification and eligibility, absentee registration and voting, and documentation for certification of election results; conducts ballot position lotteries and assists in automated ballot tabulation and recount operations; and conducts the in-person absentee voting program;

Election Administration – ensures that all applicable federal and District of Columbia laws and regulations are followed with regard to pre- and post-election day activities; and

Election Operations – provides central planning, administrative, and logistical support for all agency operations, including those directly associated with the conduct of elections and their subsequent clean-up. This activity is responsible for resource planning and financial management, including budgeting, accounting, procurement activity, and Intra-District charges for services; contractual support for elections; and maintenance of agency facilities, specialized equipment, and other material. This activity also coordinates special elections and recalls activity; develops election ballot layouts and design; effects procurement, monitors production, and ensures proper distribution of ballots for each voting precinct; performs comprehensive planning and support to election operations; and ensures that elections are carried out in an open and accessible manner for voters of the District of Columbia.



OBJECTIVE 1: Prepare for and execute successful election events.

INITIATIVE 1.1: Program and deploy one (1) additional touch-screen voting machine (DRE) to Election Day polling places for the 2014 Primary Election.

Voting by direct recording electronic machine (DRE) (instead of by paper ballot) is becoming an increasingly popular method by which District voters cast their ballots. One additional DRE machine will be deployed to each of the District's 143 Election Day polling places. Each Election Day polling place will be equipped with at least two (2) DRE machines and one (1) optical scan unit. **Completion Date: April 1, 2014.**

INITIATIVE 1.2: Increase the number of DRE units to ten (10) at each early voting center.

Early voting participation grew by 414% between the general elections in 2010 and 2012. Increasing the District's capacity to efficiently allow voters to cast their ballots early can be achieved by adding additional voting units to each early voting center. **Completion Date: April 1, 2014.**

INITIATIVE 1.3: Expand the number of early voting centers from eight (8) to twelve (12).

During the 2012 elections, BOE opened eight (8) early voting centers to accommodate the increased demand for early voting. Expanding the number of early voting centers will provide additional convenience to voters who are geographically farthest from an early voting center. **Completion Date: April 1, 2014.**

INITIATIVE 1.4: Implement new precinct boundaries to make precinct size more uniform and reduce the number of ballot styles during general elections.

BOE plans to implement new precinct boundaries for assigning voters to Election Day polling places. The new boundaries will: (1) avoid splitting political boundaries resulting in fewer ballot styles to print and maintain in each polling place, and (2) make precinct size more uniform, thereby reducing wait times as some of the District's largest polling places. **Completion Date: February 1, 2014.**

INITIATIVE 1.5: Explore the feasibility of measuring wait time to vote during early voting.

Following the issuance of best practices from the Presidential Commission on Election Administration, BOE will explore the feasibility of measuring wait times at its early voting centers. **Completion Date: September 30, 2014.**

OBJECTIVE 2: Efficiently update voter registration records to ensure accuracy.

INITIATIVE 2.1: Complete the 2013 Canvass by updating records. removing voters from the registration rolls who have been inactive for more than two (2) general elections.

BOE began the 2013 Canvass in June by mailing 203,975 postcards to registered voters who did not vote during the 2012 General Election. As a result, thousands of voter records will need to be updated. **Completion Date: February 1, 2014.**



INITIATIVE 2.2: Remove voters from the registration rolls who have been inactive for more than two (2) general elections.

Voters who have had an inactive status for at least two (2) federal general elections must be removed from the District's voter rolls. **Completion Date: October 31, 2013.**

INITIATIVE 2.3: Develop and deploy online registration.

BOE will develop and deploy online registration. To announce the operation of online registration, BOE will engage in a public campaign to educate voters. **Completion Date: September 30, 2014.**

INITIATIVE 2.4: Begin participation in multi-state voter registration list maintenance project.

BOE will join as a participating state in the Electronic Registration Information Center (ERIC) which will help maintain accurate voter rolls by eliminating duplicate and invalid registrations. **Completion Date: September 30, 2014.**

OBJECTIVE 3: Inform District residents about voting opportunities and increase voter education and participation.

INITIATIVE 3.1: Revise candidate and petition circulator training materials and hold petition training events.

A change in District law now permits non-residents to circulate nominating petitions if the circulator is registered with BOE. BOE will revise its training materials and conduct two (2) training sessions per month. **Completion Date: September 30, 2014.**



KEY PERFORMANCE INDICATORS – Election Operations⁹

Measure	FY 2012 Actual	FY 2013 Target	FY 2013 YTD		FY2014 Projection	FY2015 Projection	FY 2016 Projection
	4/3/2012 Primary Election	11/6/2012 General Election	11/6/2012 General Election	4/23/2013 Special Election	4/1/2014 Primary Election	11/4/2014 General Election	4/5/2016 Primary Election
Percent of Election Day polling places opened at 7 AM	99%	100%	100%	100%	100%	100%	100%
Percent of Election Day voting equipment open at 7 AM	86%	100%	90%	93.7%	143	143	143
Percent of polling places with voting data returned to headquarters by midnight on Election Night	100%	100%	99%	100%	100%	100%	100%
Number of early voting centers opened	8	8	8	1	12	12	12
Percent of trained workers in the field on Election Day ¹⁰	NA	NA	NA		100%	100%	100%
Number of voter education, registration, election worker recruitment, or equipment demonstration events attended ¹¹	NA	NA	NA		100	75	100
Number of candidate or circulator training events scheduled ¹²	NA	NA	NA		24	24	24
Number of absentee voting events for special populations conducted ¹³	NA	NA	NA		15	15	15

⁹ In any fiscal year, BOE will conduct one regularly scheduled election. In fiscal years where a special election has been conducted, performance data has been separated. The following data measures performance for all District-wide elections (regularly scheduled primary and general elections and special elections). Performance data for ward-wide special or Advisory Neighborhood Commission recall elections is not included

¹⁰ This is a new performance measure for Fiscal Year 2014. Accordingly, no historical data is provided.

¹¹ See note 9.

¹² See note 9.

¹³ See note 9.