



*United States Election Assistance Commission
Urban/Rural Study*

Local Election Officials Survey

ABOUT THIS SURVEY

The United States Election Assistance Commission (EAC) was created as part of the *Help America Vote Act* (HAVA) to assist State and local election officials with the administration of Federal elections. HAVA (b)(15) requires EAC to study “[m]atters particularly relevant to voting and administering elections in rural and urban areas.” The purpose of *Survey of Rural and Urban Election Administration* is to determine the ways in which election officials conduct voter outreach, secure personnel, and handle any cost-related challenges associated with administering general elections in rural and urban jurisdictions. You will be asked questions about your jurisdictions; however, they are for research purposes only and are not connected to any enforcement activity on the part of other Federal agencies.

Over the past two years, EAC conducted two working groups with election officials from rural and urban communities and with social science researchers. The purpose of the working groups was to gain perspective and feedback on how EAC might approach this study. The working group members spent their time considering challenges related to administering elections in urban and rural areas. The issues they identified included voter outreach and personnel (along with costs related to these factors). Voter outreach and personnel are examples of areas in which jurisdictions are demonstrating creativity and innovation in responding to election administration challenges and, therefore, may present an interesting contrast when considered in the context of urban and rural election administration. These are also areas where cost savings can be realized. Highlighting these topics in EAC’s report will provide a greater understanding of how urban and rural areas differ on these issues and might help to provide best practices information for election officials around the country.

Your input in this study is very important. This survey should take no more than 30 minutes to complete. Please respond to all applicable questions. In addition, we ask that if you would be willing to participate in an in-depth interview regarding the topic of this survey, please indicate this at the end of the survey.

PRIVACY ACT STATEMENT

1. The EAC may collect the information requested in this survey under the authority of the *Help America Vote Act* of 2002 (Public Law 107-252). Providing information in this questionnaire is voluntary. There is no penalty associated with failing to respond to a specific question in this survey.
2. Public Law 93-573 (Privacy Act of 1974) requires that you be informed of the purpose and uses to be made of the information collected. The information collected in the survey will be used in a mandatory report to Congress. Only group statistics from the survey will be reported.

Background

1. How long have you served as an election official? (include total experience in all jurisdictions)

_____ number of years

1a. Were you elected or appointed to your current position?

- Elected
- Appointed

2. Approximately how many registered voters reside in the jurisdiction you currently serve?

_____ approximate number of registered voters

3. How would you describe your jurisdiction? Is it primarily rural or primarily urban?

- Rural
- Urban
- Both. My jurisdiction includes both rural and urban areas.

4. Is your jurisdiction required to provide language assistance under Section 203 of the Voting Rights Act?

- Yes – Go to question 4a
- No – Skip to question 5

4(a). If yes, for which languages or language groups is your jurisdiction required to provide assistance? (Check all that apply)

- Spanish
- Asian languages
- Alaskan / Native American languages
- Other (please specify) _____

5. Does your office have full/ultimate responsibility for all aspects of elections in your jurisdiction (e.g., voter registration, voting machines, ballots, vote counting, etc.)? Please note that your office may have full/ultimate responsibility for an election-related activity even if it is not actually performed in your office (e.g., computer-related support).

- Yes – Skip to question 6
- No – Go to question 5a

5(a). (If no) Is full/ultimate responsibility for all aspects of elections in your jurisdiction...

- A state function only
- A shared state and local function
- Other (please specify)_____

6. Please indicate whether or not each of the following is allowed in your jurisdiction.

	Yes	No
Absentee voting (excuse required)	<input type="radio"/>	<input type="radio"/>
No-excuse absentee voting	<input type="radio"/>	<input type="radio"/>
Early voting	<input type="radio"/>	<input type="radio"/>
All vote-by-mail	<input type="radio"/>	<input type="radio"/>

Voter Outreach

The next series of questions is about voter outreach activities. For purposes of this survey, please consider voter outreach to be any activity that your office engages in to provide information to the voting public. This includes information your office is required to provide and responses to information requests from individuals and/or organizations.

7. For each of the following, please indicate whether your office provides this type of outreach to the voting public. If your office provides this outreach, please indicate the language(s) in which it is provided.

Type of Outreach	Does your office provide this type of outreach?		If YES, in what languages is the outreach provided?		
	Yes	No	English only	English and other languages	Other languages only
Paid print advertising (e.g., newspaper)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Paid television/radio advertising	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Elections Office/County website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hard copy direct mailing to voters (e.g., voter's guide, sample ballot)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Toll-free telephone line	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media (e.g., Facebook, Twitter, blogs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Participating in community events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. Does your jurisdiction form partnerships with any third-party or civic organizations on voter outreach efforts?

- Yes – Continue to question 8a
- No – Skip to question 9

8a. Please indicate whether your jurisdiction forms partnerships with each of the following types of organizations on voter outreach efforts.

Types of Organization(s)	Conduct with this type of organization	Do not conduct with this type of organization
School-related organization(s)	○	○
Non-profit organization(s)	○	○
Political parties	○	○
Other (please specify) _____	○	○
Other (please specify) _____	○	○

8b. For each of the following, please indicate whether your jurisdiction forms partnerships with other organizations on this type of voter outreach effort.

Types of Outreach	Conduct with other organizations	Do not conduct with other organizations
Paid print advertising (e.g., newspaper)	○	○
Paid television/radio advertising	○	○
Elections Office/County website	○	○
Hard copy direct mailing to voters (e.g., voter’s guide, sample ballot)	○	○
Toll-free telephone line	○	○
Social media (e.g., Facebook, Twitter, Blogs)	○	○
Participating in community events	○	○
Other (please specify) _____	○	○
Other (please specify) _____	○	○

8c. We are particularly interested in voter outreach efforts that jurisdictions have provided in partnership with other organizations. Please provide further information about these efforts.

No further information

9. For each of the following, please indicate whether your jurisdiction has voter outreach initiatives or activities that focus on this group.

Voter Outreach Focus	Focus on this group	Do not focus on this group
Students	<input type="radio"/>	<input type="radio"/>
Racial/ethnic minorities	<input type="radio"/>	<input type="radio"/>
Foreign language speakers	<input type="radio"/>	<input type="radio"/>
Voters in long-term care facilities	<input type="radio"/>	<input type="radio"/>
Voters with disabilities	<input type="radio"/>	<input type="radio"/>
Other (please specify) _____	<input type="radio"/>	<input type="radio"/>
Other (please specify) _____	<input type="radio"/>	<input type="radio"/>

10. Approximately how much did voter outreach efforts for **the 2010 Mid-Term Election** cost your jurisdiction?

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="radio"/> \$0 – 1,000 <input type="radio"/> \$1,001 – 5,000 <input type="radio"/> \$5,001 – 10,000 <input type="radio"/> \$10,001 – 20,000 <input type="radio"/> \$20,001 – 30,000 <input type="radio"/> \$30,001 – 40,000 <input type="radio"/> \$40,001 – 50,000 | <ul style="list-style-type: none"> <input type="radio"/> \$50,001 – 60,000 <input type="radio"/> \$60,001 – 70,000 <input type="radio"/> \$70,001 – 80,000 <input type="radio"/> \$80,001 – 90,000 <input type="radio"/> \$90,001 – 100,000 <input type="radio"/> \$100,001 – 200,000 <input type="radio"/> \$200,001 or more |
|--|--|

11. Approximately how much do you anticipate voter outreach efforts for **the 2012 General Election** will cost your jurisdiction?

- \$0 – 1,000
- \$1,001 – 5,000
- \$5,001 – 10,000
- \$10,001 – 20,000
- \$20,001 – 30,000
- \$30,001 – 40,000
- \$40,001 – 50,000
- \$50,001 – 60,000
- \$60,001 – 70,000
- \$70,001 – 80,000
- \$80,001 – 90,000
- \$90,001 – 100,000
- \$100,001 – 200,000
- \$200,001 – 300,000
- \$300,001 – 400,000
- \$400,001 – 500,000
- \$500,001 or more

12. How are your jurisdiction’s voter outreach efforts paid for? (Check all that apply)

- From the local election office budget
- From line item appropriation in the county or state budget
- Other (please specify) _____

13. In general, how easy or difficult is it for your jurisdiction to engage in voter outreach for general election cycles?

- Very easy
- Somewhat easy
- Neither easy nor difficult
- Somewhat difficult
- Very difficult

14. How much of a problem is each of the following in engaging in voter outreach for general election cycles?

	A big problem	A moderate problem	A small problem	Not a problem at all
Cost	0	0	0	0
Staff availability/time	0	0	0	0
Availability of media outlets	0	0	0	0
Travel distance required for in-person contact	0	0	0	0
Limitations on Internet access or reliability	0	0	0	0
Variety of languages spoken	0	0	0	0
Other (please specify) _____	0	0	0	0
Other (please specify) _____	0	0	0	0

Personnel

2010

15. Please indicate how many of each of the following types of **paid** staff you had in 2010.
- In **2010**, approximately how many **paid full-time (permanent)** staff did you have?
_____ number of paid full-time (permanent) staff
 - In **2010**, approximately how many **paid part-time (permanent)** staff did you have?
_____ number of paid part-time (permanent) staff
 - In **2010**, approximately how many **paid temporary** staff did you have (e.g., workers who come in around election time to help with administrative tasks such as data entry for voter registration, work the customer service hotline, etc.)? Please do NOT include poll workers.
_____ number of paid temporary staff
 - In **2010** did you “borrow” staff from other departments within your local/municipal government to supplement your full-time, part-time, and temporary staff?
 - Yes (please indicate approximate number of staff) _____
 - No
16. For the **2010 General Election**, approximately how many poll workers/election judges did your office use?
_____ number of poll workers/election judges

2012

17. Please indicate how many of each of the following types of **paid** staff you anticipate having in 2012.
- In **2012**, approximately how many **paid full-time (permanent)** staff do you anticipate having?
_____ number of paid full-time (permanent) staff
 - In **2012**, approximately how many **paid part-time (permanent)** staff do you anticipate having?
_____ number of paid part-time (permanent) staff

- c. In **2012**, approximately how many **paid temporary** staff do you anticipate having (e.g., workers who come in around election time to help with administrative tasks such as data entry for voter registration, work the customer service hotline, etc.)? Please do NOT include poll workers.

_____ number of paid temporary staff

- d. In **2012** do you anticipate “borrowing” staff from other departments within your local/municipal government to supplement your full-time, part-time, and temporary staff?
- Yes (please indicate approximate number of staff) _____
 - No

18. For the **2012 General Election**, approximately how many poll workers/election judges do you anticipate your jurisdiction will use?

_____ number of poll workers/election judges

NOTE: For Questions 19 and 20, “poll workers” does NOT include Chief, Assistant Chief, Judges of Elections, Captains, or Supervisors; only poll workers.

19. Are your poll workers paid for their work on Election Day?

- Yes – Continue to question 19a
- No – Skip to question 20

- 19a. How much are your poll workers paid for their work on Election Day?

- One-time set stipend of \$_____
- Hourly rate in the amount of \$_____per hour

20. Are your poll workers paid for training?

- Yes – Continue to question 20a
- No – Skip to question 21

- 20a. How much are your poll workers paid for training?

- One-time set stipend of \$_____
- Hourly rate in the amount of \$_____per hour
- Payment in question 19a includes training pay

21. Please indicate which recruiting sources you use to obtain poll workers for General Elections. For each source used, please indicate how successful the source has been for you in obtaining poll workers.

Recruiting Source	Do you use this source?		If you use this source, rate successfulness			
	YES	NO	Very Successful	Successful	Somewhat Successful	Not Successful
Classified ads	0	0	0	0	0	0
Recruiting at college campuses	0	0	0	0	0	0
Recruiting at high schools	0	0	0	0	0	0
Recruiting through website	0	0	0	0	0	0
Recruiting through local businesses	0	0	0	0	0	0
Recruiting through volunteer organizations	0	0	0	0	0	0
Recruiting through other government agencies/departments	0	0	0	0	0	0
Recruiting through word of mouth (e.g., current poll workers encourage friends/coworkers to volunteer)	0	0	0	0	0	0
Responding to requests from individuals or groups regarding becoming poll workers	0	0	0	0	0	0
Other (please specify) _____	0	0	0	0	0	0
Other (please specify) _____	0	0	0	0	0	0

22. In general, how easy or difficult is it for your jurisdiction to obtain a sufficient number of poll workers for general election cycles?

- Very easy
- Somewhat easy
- Neither easy nor difficult
- Somewhat difficult
- Very difficult

23. For each of the following, please indicate how much of a problem it presents in obtaining a sufficient number of poll workers for general election cycles?

	A big problem	A moderate problem	A small problem	Not a problem at all
Payment is too low	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Election Day work hours are too long	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Little respect for poll workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training is too long/takes too much time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Potential poll workers cannot get off from work to serve	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Requirement for equal numbers of poll workers from different political parties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack skilled or qualified workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify) _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

24. Does your jurisdiction offer split shifts for poll workers on Election Day? That is, can poll workers sign up to work less than a full day at the polls on Election Day?

- Yes – Go to question 24a
- No – Go to question 24b

24a. *(If split shifts are offered)* What impact does the ability to offer split shifts have on your recruiting poll workers?

- Makes it much easier to recruit poll workers.
- Makes it somewhat easier to recruit poll workers.
- Has no impact.

24b. *(If split shifts are not offered)* What impact would the ability to offer split shifts have on your recruiting poll workers?

- Would make it much easier to recruit poll workers.
- Would make it somewhat easier to recruit poll workers.
- Would have no impact.

25. Please provide any additional comments you may have about administering elections in urban and rural jurisdictions. In particular, we are interested in any ideas and/or experience you have regarding voter outreach and personnel that you feel had a positive impact on your ability to administer general elections.

No additional comments

Thank you for participating in this survey.

EAC is planning to conduct in-depth follow-up interviews regarding the topics addressed in this survey. If you would be willing to take part in an in-person interview concerning the same topic,

check this box and provide your contact information below. **Please note that your contact information will be separated from the answers you have provided in the survey and will be used only to contact you for a follow-up interview.**

Name: _____

Phone: _____

E-mail: _____

Instructions

After you have completed the survey, please place the questionnaire in the postage-paid envelope provided and return it in the mail to:

HumRRO
P.O. Box 6640
Lawrenceville, NJ 08640

If you prefer, you may fax the completed survey to HumRRO at 609-512-3730. Please fax both sides of each page.

END OF SURVEY

* This information collection will assist the U.S. Election Assistance Commission (EAC) with meeting its statutory requirement under the Help America Vote Act (HAVA) of 2002 (Section 241(b)(15)). Respondent's reply to this information collection is voluntary. This information will be made publicly available on the EAC Web site (<http://www.eac.gov>). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection is OMB Control No. XXXX-XXXX (expires XX/XX/XXXX). The time required to complete this information collection is estimated to be 30 minutes. This estimate includes the time for reviewing the instructions and completing the form. Comments regarding this burden estimate should be sent the U.S. Election Assistance Commission – Urban/Rural Survey, 1201 New York Avenue, Suite 300, Washington, DC 20005.