Thank you for taking part in the Election Administration Study, part of the Caltech/MIT Voting Technology Project.

Questions About Your Election Office

Q1. Which of the following aspects of the election does your office manage?
[Please check all that apply]

1. Registration Lists
2. Absentee Voting
3. Voting Equipment
4. Early Voting
5. Drawing Precincts
6. Selecting & setting up polling places
7. Voter outreach and/or education

Other (specify)
97. None of the above
98. Don't know

Q2. What was the total budget of your office last year?
[An estimate is fine.]

$_____,000 Total Budget (including non-election activities)

Q3. What was your budget devoted to election administration only?
[An estimate is fine.]

$_____,000 Budget for election administration only

Q4. In the past year did your office make major purchases of any of the following?
[Please check all that apply]

1. New Voting Equipment
2. New or Upgraded Registration System
3. Electronic Poll Books
4. Computer systems for the Election Office

Other (specify)
97. None of the above
98. Don't know

Q5. Excluding precinct workers, how many full and part-time personnel in your office were devoted to managing the 2012 election?
[An estimate is fine.]

Number of Full-time personnel ___
Number of Part-time personnel ___
98. Don't know

Q6. Does your office have an explicit plan for running the election in the event of natural disasters or other emergencies that may disrupt elections?

1. Yes, we have an explicit plan
2. No, but we have a planning process under way
3. No, and we have no planning process currently under way

98. Don't know

Q7. Is the head of or director of your office elected or appointed?

1. Elected
2. Appointed

98. Don't know

Q8A. In 2012, what percent of Election Day polling places in your jurisdiction experienced lines of at least an hour?
[Please provide a percent between 0 and 100.]

Enter % here ___
98. Don't know
99. No Election Day voting in state

Q8B. In 2012, what percent of early voting locations in your jurisdiction experienced lines of at least one hour?
[Please provide a percent between 0 and 100.]

Enter % here ___
98. Don't know
99. No early voting in state

Q9. Again, thinking about the 2012 elections, which of the following aspects of election administration worked especially well in your jurisdiction?
[PLEASE CHOOSE UP TO 3]

1. Voting Technology and voting machine capacity
2. Availability of Polling Places
3. Management, Operation, and Design of Polling Places
4. Availability of Poll Workers
5. Training and Management of Poll workers
6. Ballot Simplicity and Ballot design
7. Voter education
8. Management and processing of provisional ballots
9. Management and processing of Absentee Voting
10. Management and processing of Early Voting
11. Accessibility for Uniformed and Overseas Voters
12. Accessibility for people with disabilities or other special needs
13. Ballot design, signage, and communications for people who do not speak English or with limited English proficiency
14. Quality of Voter Registration Lists and Management of Poll Books
15. Staffing of the Election Office on Election Night
16. Keeping Lines to a Minimum
17. Preparedness for natural disasters or other emergencies

Other (specify)

98. Nothing in particular/Don't know

Q10. What were the biggest concerns or problems in 2012?
[PLEASE CHOOSE UP TO 3]

1. Voting Technology and voting machine capacity
2. Availability of Polling Places
3. Management, Operation, and Design of Polling Places
4. Availability of Poll Workers
5. Training and Management of Poll workers
6. Ballot Simplicity and Ballot design
7. Voter education
8. Management and processing of provisional ballots
9. Management and processing of Absentee Voting
10. Management and processing of Early Voting
11. Accessibility for Uniformed and Overseas Voters
12. Accessibility for people with disabilities or other special needs
13. Ballot design, signage, and communications for people who do not speak English or with limited English proficiency
14. Quality of Voter Registration Lists and Management of Poll Books
15. Staffing of the Election Office on Election Night
16. Keeping Lines to a Minimum
17. Preparedness for natural disasters or other emergencies
18. Lack of funding/resources
19. Postal service issues
20. Vendor issues

Other (specify)

98. Nothing in particular/Don't know

Your input and ideas on improving the way elections are administered would be very helpful to the President's Commission.

This rest of the survey will take about 10 minutes. If, at any time you need to leave the survey simply press Resume Later and you can re-enter the survey where you left off by clicking on the link you received by email.

The Future Of Election Administration

Q11. Over the past few years, what have been the biggest innovations or improvements in the way elections are administered in your jurisdiction?

Q12. Have you implemented any innovations that you think would help other jurisdictions like yours? Could you briefly describe those?

Q13. Are there technologies or new administrative procedures that you would like to try (even if you cannot afford them)?

Q14. What geographic areas of your jurisdiction (precincts, neighborhoods, overseas ballots, etc.) create the biggest problems for election administration? And what is the nature of the problems?

Q15. What actions, if any, could your office take to reduce those problems?

Q16. Looking forward, over the next 5 to 10 years what areas of election administration are in significant need of improvement or an upgrade?
[Please choose up to 3]

1. Voting Technology and voting machine capacity
2. Availability of Polling Places
3. Management, Operation, and Design of Polling Places
4. Availability of Poll Workers
5. Training and Management of Poll workers
6. Ballot Simplicity and Ballot design
7. Voter education
8. Management and processing of provisional ballots
9. Management and processing of Absentee Voting
10. Management and processing of Early Voting
11. Accessibility for Uniformed and Overseas Voters
12. Accessibility for people with disabilities or other special needs
13. Ballot design, signage, and communications for people who do not speak English or with limited English proficiency
14. Quality of Voter Registration Lists and Management of Poll Books
15. Staffing of the Election Office on Election Night
16. Keeping Lines to a Minimum
17. Preparedness for natural disasters or other emergencies
18. Postal service issues
19. Vendor issues
20. Professional training

96. Other (specify) _____

98. Don't know

How Your Office Administers Elections

Q17. How do you determine how many polling places there will be in your jurisdiction? [Please check all that apply]

1. The number of polling places is approximately the same every year.
2. The number of polling places is proportional to the number of registered voters
3. The number of polling places is proportional the number of people who voted in the last similar election
4. The number of polling places depends on available locations.
5. The number of polling places depends on the number of voting machines I have.
6. The number of polling places depends on the number of poll workers I am able to recruit.
7. The number of polling places is based on a formula that is determined by a state law or regulation

Other (specify)

Q18. Does your state have any rules regarding the number of poll workers that must be allocated to each polling place or is that let entirely up to your office?

1. State rules determine the number of poll workers per precinct
2. My state imposes some rules on the number of poll workers, but the local office has discretion
3. The number of poll workers at each precinct is entirely up to the local offices

Other (specify)
98. Don't know

Q19. How do you determine how many poll workers there will be in each polling place?
[Please check all that apply]

1. I allocate poll workers in proportion to the number of registered voters
2. I allocate poll workers in proportion to the number of people who voted in each precinct in the last similar election.
3. I allocate the same number of poll workers to each polling place.
4. I allocate poll workers based on problems at polling places such as long lines at the last election.
5. I allocate poll workers based on a formula that is determined by state law or regulation.
6. I allocate based on the amount of voting equipment assigned to the polling place to support the turnout
7. I allocate based on language needs at the polling place

Other (specify)

Q20. Approximately what percent of poll workers in the November 2012 election served for the first time?

Enter % Here ___

Q21. How much training did the typical first-time poll-worker receive prior to the November, 2012, election?
[An estimate is fine.]

Hours ___
If less than 1 hour, enter 0 or .5
98. Don't know

Q22. How much training did the typical poll-workers with the most responsibility (for example, polling place supervisors) receive prior to the November, 2012, election?
[An estimate is fine.]

Hours ___
If less than 1 hour, enter 0 or .5
98. Don't know

Q23. If your jurisdiction uses electronic voting machines (DREs), how do you allocate voting machines to Election Day polling places?
[Please check all that apply]

1. There is the same number of machines in each polling place.
2. The number of voting machines allocated to each precinct is based on the number of registered voters in the precinct.
3. The number of voting machines allocated to each precinct is based on the number of people who voted in the precinct.
4. More voting machines are allocated to precincts that are expected to have higher turnout.
5. There are at least two machines per polling place.
6. The allocation of machines takes into account the number of people in a precinct who are likely to vote absentee or early.
7. The allocation of machines is based on a formula that is contained in state law or regulation.
8. The allocation takes into account the length of the ballot and expected turnout.
9. Other (specify)
96. Does not apply (Do not use electronic voting machines)

Q24. If you use optically scanned paper ballots or hand counted paper ballots, how do you allocate ballots to Election Day polling places?
[Please check all that apply]

1. There are as many ballots as there are registered voters in each precinct.
2. Ballots are allocated in proportion to the number of people who voted in each precinct in the last similar election
3. Ballots are allocated on the basis of predicted turnout in the precincts
4. The same number of ballots is allocated to each polling place.
5. Statutory requirements (for example, 110% of last election's ballot total)

Other (specify)
97. Does not apply (do not use optically scanned paper ballots) GO TO Q26

Q25. How do you allocate scanners to Election Day polling places?
[Please check all that apply]

1. No scanners are sent to polling places; scanning of ballots is done in the election office.
2. There is exactly one scanner per polling place.
3. There are at least two machines per polling place.
4. The number of scanners allocated to each precinct is based on the number of registered voters in each precinct.
5. The number of scanners allocated to each precinct is based on the number of people who voted in each precinct in past elections.
6. The allocation of scanners is based on a formula that is contained in state law or regulation.

Other (specify)
97. Does not apply (do not use optically scanned paper ballots)

Q26. Did your jurisdiction experience long lines (approximately one hour or more) at any precincts or early voting sites in the 2012 general election?

1. Yes, long lines were common and widespread
2. Yes, but only at some locations
3. Yes, but only at one or two locations
4. There were no appreciable lines in my jurisdiction GO TO Q28

98 Don't know GO TO Q28

Q27. Which factors do you believe contributed most to those lines?
[Please check all that apply]

1. Registration problems
2. Insufficient numbers of poll books
3. Inadequate space at the polling place
4. Insufficient numbers of voting machines or ballots
5. Insufficient numbers of poll workers at the location
6. Overly long or complicated ballots
7. Limited English proficiency of many voters
8. Inadequate education of Voters on How to Vote
9. People in the Wrong Precincts
10. Too many people showed up at the same time
11. Not enough early voting days/Increase in voters in last few days of early voting

Other (specify) _____
98. Don't know

Q28. Does your office have a website?

1. Yes
2. No SKIP TO NEXT SECTION (Q32)

Q29. Does the website have a precinct or polling place locator?

1. Yes
2. No
97. Don't know

Q30. Is your website accessible for people who use screen readers?

1. Yes
2. No
97. Don't know

Q31. Is your website translated into a language other than English?

1. Yes
2. No
97. Don't know

Q32. Did your office send any of the following information directly to all registered voters in advance of the November, 2012, general election? [Please check all that apply]

1. A sample ballot
2. Instructions on How to Vote
3. Information about Where to Vote
4. Information about Absentee or Early Voting
5. Information about the person's voter registration
6. A list of candidates and questions on the ballot
7. Full text statements by candidates or about ballot questions
8. A voter pamphlet or guide

Other (specify)
97. None of the above
98 Don't know

Q33. Does your office regularly do any of the following? [Please check all that apply]

1. Conduct Voter Registration and Education in Public High Schools
2. Conduct Voter Registration and Education in Colleges and Technical Schools
3. Conduct Voter Registration and Education in Senior Centers
4. Conduct Voter Registration and Education for people with Limited English Proficiency or who Speak Languages other than English
5. Conduct Voter Registration and Education for people with access issues
6. Run Voter Education Ads on TV or Radio
7. Publish a sample ballot in the newspaper
8. Hold town hall meetings

Other (specify)
97. None of the above
98 Don't know

Q34. Do you publish ballots in languages other than English?
[Please check all that apply]

Yes

1. Spanish
2. Chinese
3. Tagalog
4. French
5. Vietnamese
6. German
7. Korean
8. Russian
9. Arabic
10. Italian
11. Unwritten languages

Other (specify)_____

12. No, just English

98 Don't know

Q35. Do you publish voter information materials in languages other than English?
[Please check all that apply]

Yes

1. Spanish
2. Chinese
3. Tagalog
4. French
5. Vietnamese
6. German
7. Korean
8. Russian
9. Arabic
10. Italian
11. Unwritten languages

Other (specify)_____

12. No, just English

98 Don't know

Q36. Does your office handle Uniformed and Overseas Votes or Federal Write-In Absentee Ballots?

1. Yes
2. No

98 Don't know

Q37. Approximately how many ballots from Uniformed Personnel did your office receive in the 2012 general election?

Ballots from uniformed personnel ___
98 Don't know

IF 0 OR DON'T KNOW, SKIP NEXT QUESTION

Q38. How many ballots from Uniformed Personnel came from overseas, and how many were domestic?

Uniformed ballots - Overseas ___
Uniformed ballots - Domestic ___
98 Don't know

IF 0 OR DON'T KNOW FROM OVERSEAS, SKIP NEXT QUESTION

Q39. Of the military ballots from overseas, how many were rejected for any reason?

Rejected overseas military ballots ___
98 Don't know

IF 0 FROM DOMESTIC, SKIP NEXT QUESTION

Q40. Of the military ballots from domestic addresses, how many were rejected for any reason?

Rejected domestic military ballots ___
98 Don't know

Wrap Up: A Few Questions About You

Q41. How long have you had your current position?

____ Years
If less than 1 year, enter 0 or .5
98 Don't know

Q42. Are you the director or head of the election office?

1. Yes
2. No

Q43. What position or job did you have before working in the election office?

Q44. What best describes the highest level of education you have completed?

1. Did not finish High School
2. High School
3. Some College
4. College
5. CERA, professional certification
6. Some other Post-College Training
7. Graduate School

You're done.

Q45. If you have any final comments or ideas, please type them in below.

Thank you very much for taking part.

Q46. Please enter your email below if you would like the study report to be sent to you.