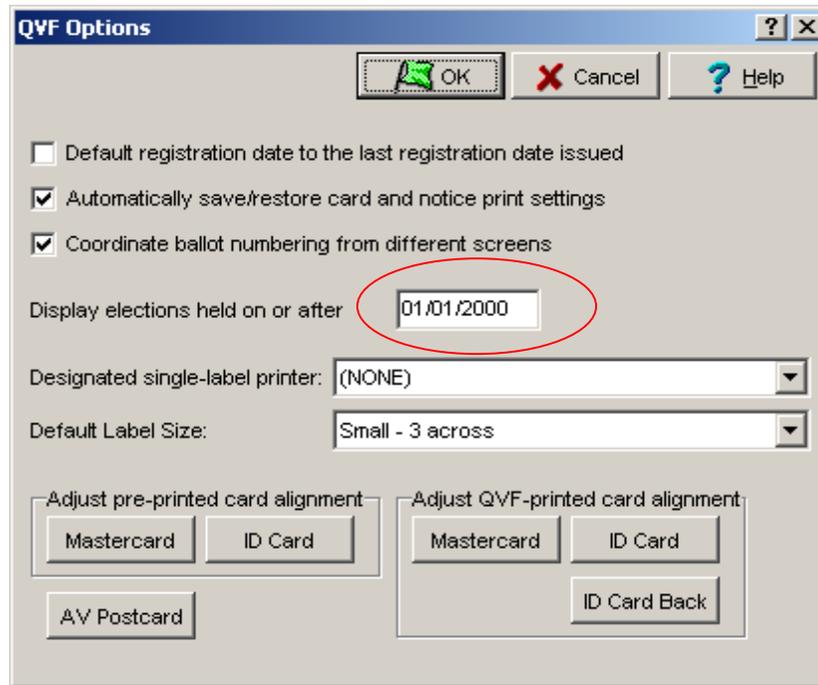


## QVF CHANGES IN VERSION 2.4 June 28, 2004

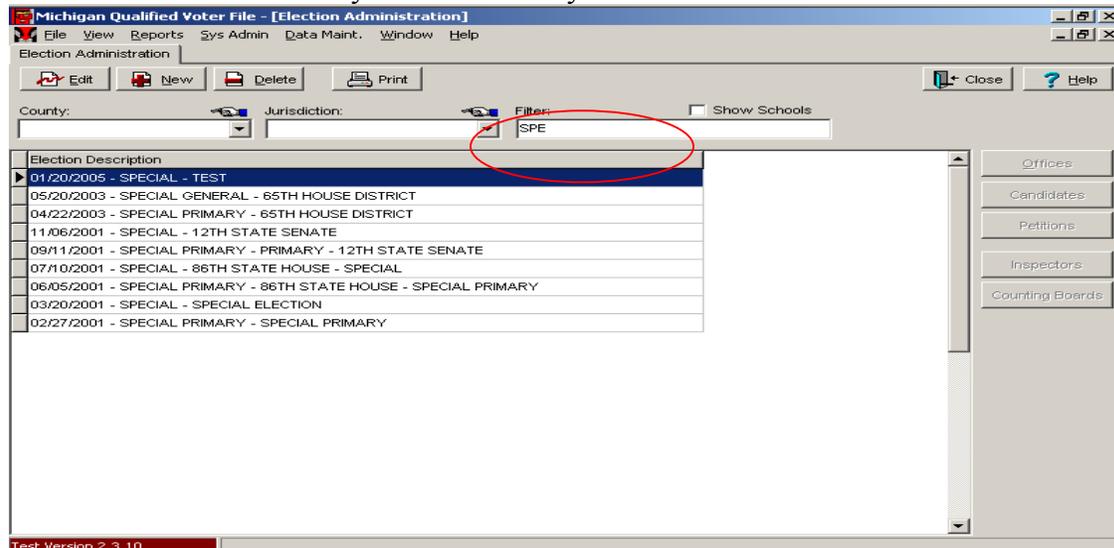
Version 2.4 of the QVF includes many changes that were needed to comply with HAVA. It also includes enhancements requested by the user community. The following is an overview of the changes made in this version of QVF software:

### General Enhancements

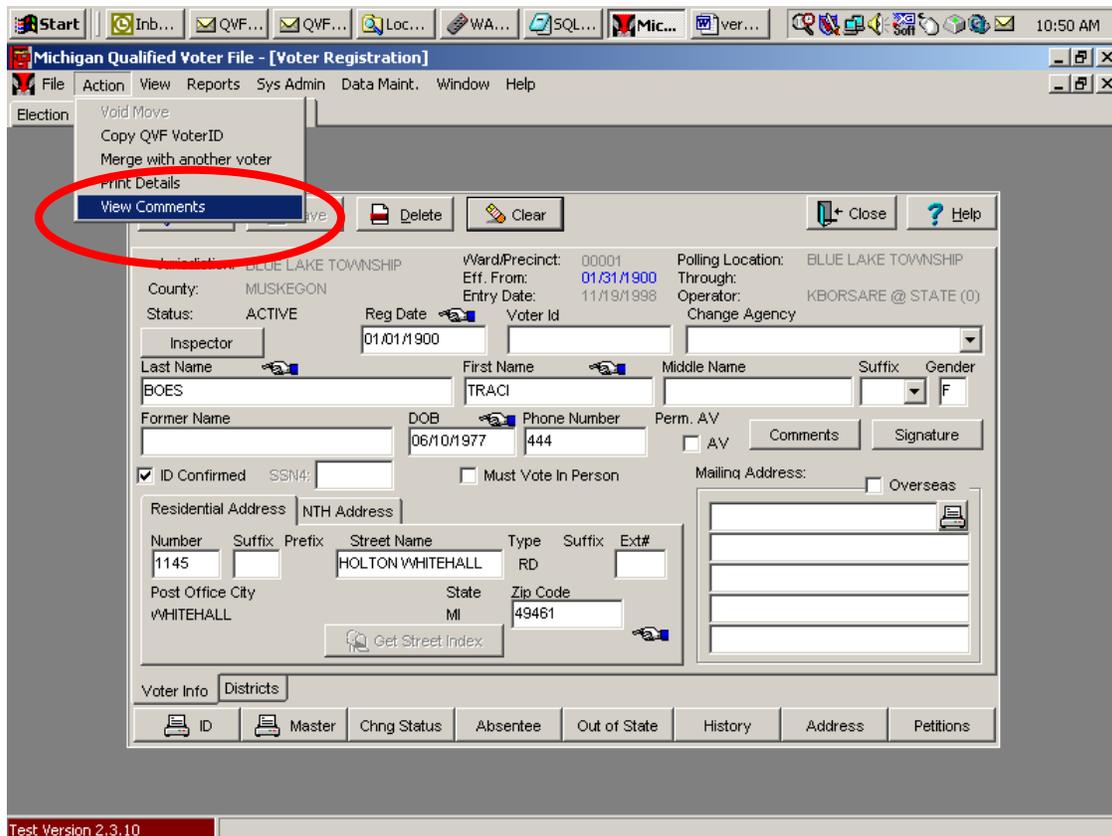
· A field entitled "**Display elections held on or after**" has been added under **File/Options** to limit the elections displayed globally within all or most QVF election grids and/or combo boxes. The setting automatically defaults to 1/1/2000. This will affect any screens where elections are listed.



· A **filter** feature to the Election Administration module was added to make it easier to search for elections. As you begin typing in a filter (**i.e. special**) the elections will be eliminated on the list until you find the one you need to access.



·Under **Action** a **View Comments** menu item has been added to the Voter Registration screen that allows the user to view comments for cancelled and rejected voters.



## **Status Changes**

·The following new statuses have been added to the Change Status module

- Cancelled/ID Card Returned
- Cancelled/Moved Out of State
- Rejected/ID Card Returned.

·The following statuses have been disabled in the Change Status module:

- Challenged/Age - (appropriate code is reject)
- Challenged/Business Address - (appropriate code is reject)
- Challenged/Citizenship - (appropriate code is reject or cancelled)
- Challenged/Reg By Mail - (has been replaced in accordance with the **“Mail-In Voter Registration ID Requirements under HAVA”**. (See next page.)

Voters will continue to retain the first three statuses listed above. These statuses can still be viewed on the Change Status screen. However, the user will no longer be permitted to set a voter to any of these statuses. If you change or clear the present status, you will not be able to put them back to that status again.

The status of Challenged/Reg By Mail has been eliminated. All voters who currently hold this status will be changed to the status of *Active* with a flag indicating that *they must vote in person*.

·We also changed the name of **Rejected/Non-Resident** status to **Rejected/Residency** in the Change Status module.

·We also added inbox items corresponding to the new statuses described above.

·We also adjusted the Change History in the Voter History module so it records the new statuses described above.

### **Mail-In Voter Registration ID Requirements under HAVA**

The Help America Vote Act (HAVA) requires that an individual who registers to vote in a jurisdiction by mail and who has not previously voted in an election *in Michigan*, provide identification before being permitted to vote. A registrant may meet the identification requirement by:

- Providing a driver license or personal identification number or the last four digits of his/her social security number which the State is able to match with an existing State identification record or the Social Security Administration is able to match against an existing record, or
- Submitting a copy of current and valid photo identification, current utility bill, bank statement, government check, paycheck or government document that shows the name and address of the voter.

If the driver license or personal identification number or last four digits of social security number *cannot* be matched AND the identification listed above is not provided *with registration application*, registrants will be required to provide identification the first time they vote in person. The Michigan Qualified Voter File (QVF) software identifies those voters who are subject to these ID requirements.

### **Matching Process**

All QVF records entered by clerks are matched against statewide records existing in the QVF. If the name, date of birth and Driver License or Personal Identification Number (DLN) of the mail-in registration matches an existing QVF record at a different address with an ID CONFIRMED box is checked, the QVF will process a move and the ID CONFIRMED box will remain checked.

All voter registration records in the QVF are automatically forwarded to the Driver License (DL) system for license number verification. This process has been enhanced to include the ID CONFIRMED verification and the last four-digits of a SSN (when provided). The DL system will attempt to match the voter's name, birth date and DLN against active driver license records. The DL system will return each voter record to the QVF, checking the ID CONFIRMED box whenever the DL system or Social Security Administration is able to confirm the voter's identity.

If the DL system or the Social Security Administration cannot confirm the registrant's identity through the last four digits of SSN, the ID CONFIRMED flag will remain unchecked. These voters will have to provide proper identification prior to voting.

### **Process for Entering a Mail-In Registration Into the QVF**

City and township clerks shall follow the procedure described below when processing mail-in voter registration applications received from individuals who are registering to vote in Michigan:

1. Upon the receipt of a mail-in voter registration application, the clerk shall first determine whether the applicant is already registered within the jurisdiction.
  - If the applicant is already registered within the jurisdiction and the ID CONFIRMED is checked, the clerk shall update the address on the record. Nothing further is required.
  - If the applicant is not currently registered within the jurisdiction or the applicant is currently registered in the jurisdiction and the ID CONFIRMED is not checked, the clerk shall proceed to step 2 and enter the record into the QVF, including the registrant's driver license number or last four digits of social security number if provided.
  
2. When an election official enters a new voter record into the QVF, the ID CONFIRMED box will be unchecked by default and the MUST VOTE IN PERSON box will be checked by default, if the clerk indicates MAIL REGISTRATION for the registration location. The clerk will check any identification documents provided with the registration application as prescribed by state and federal law and described above. If the clerk concludes that the voter's identification has been confirmed or if the voter has checked a box on the registration application indication that s/he does not have a driver license number or social security number, s/he must check the box for ID CONFIRMED and save the record. If the clerk concludes that the voter's identification has not been confirmed, s/he must leave the ID CONFIRMED unchecked before saving the record. The system will permit the clerk to enter a four-digit Social Security Number (SSN) that will also be stored with the newly registered voter's record.

## HAVA-Related Enhancements To Voter Registration Screen

·We have added "ID Confirmed", "SSN4", and "Must Vote In Person" fields to the Voter Registration module.

Michigan Qualified Voter File - [Voter Registration]

File Action View Reports Sys Admin Data Maint. Window Help

Election Administration Voter Registration

Search Save Delete Clear Close Help

Jurisdiction: BLUE LAKE TOWNSHIP Ward/Precinct: 00001 Polling Location: BLUE LAKE TOWNSHIP  
 County: MUSKEGON Eff. From: 01/31/1900 Through: KBORSARE @ STATE (0)  
 Status: ACTIVE Reg Date: 01/01/1900 Entry Date: 11/19/1998 Operator: KBORSARE @ STATE (0)  
 Inspector: [ ] Voter Id: [ ] Change Agency: [ ]

Last Name: BOES First Name: TRACI Middle Name: [ ] Suffix: [ ] Gender: F  
 Former Name: [ ] DOB: 06/10/1977 Phone Number: 444 Perm. AV: [ ] AV [ ] Comments: [ ] Signature: [ ]

ID Confirmed  SSN4  Must Vote In Person

Residential Address: [ ] NTH Address: [ ]

Number	Suffix	Prefix	Street Name	Type	Suffix	Ext#
1145			HOLTON WHITEHALL	RD		

Post Office City: WHITEHALL State: MI Zip Code: 49461

Get Street Index

Mailing Address: [ ] Overseas: [ ]

Voter Info Districts

ID Master Chng Status Absentee Out of State History Address Petitions

Test Version 2.3.10

·We added an "ID" indicator to the precinct list, which is printed only for voters for whom the ID Confirmed box is not checked.

·We added an "MVIP" indicator to the precinct list, which is printed only for voters who are flagged as "Must Vote In Person".

PRECINCT LIST

06/25/2004

PRECINCT LIST FOR BLUE LAKE TOWNSHIP (09340) 1

01/20/2005 - SPECIAL - TEST

WARD/PRECINCT: 00001

Bar Code	Stat. Name/Address:	DOB	AV / Notes ID MVIP	District Desig. / School
[Barcode]	ABBATOY, JOHN WILLIAM JR 79 E RAYMOND RD	05/31/1977		HOLTON PUBLIC SCHO
[Barcode]	ABBGY, JEFFERY DAVID 620 SILVER CREEK RD	11/27/1960		WHITEHALL DISTRICT E
[Barcode]	ABBGY, LINDA LOU 620 SILVER CREEK RD	06/15/1963		WHITEHALL DISTRICT E
[Barcode]	ABUJA, AGNES J 9575 BLUE LAKE RD	01/04/1917		HOLTON PUBLIC SCHO
[Barcode]	ACKERBERG, WILLIAM ROD 7345 PROGRESS RD	03/01/1966	- MVIP -	WHITEHALL DISTRICT E
[Barcode]	ADAMS, SCOTT ALLEN 1281 HOLTON WHITEHALL RD	05/27/1970	- ID -	HOLTON PUBLIC SCHO
[Barcode]	ADDISON, RENEE MICHELLE 7121 BLUE LAKE RD	12/10/1968		HOLTON PUBLIC SCHO
[Barcode]	ADKINS, CLIFTON CORNELIUS III 1243 FRUITVALE RD	08/24/1967		WHITEHALL DISTRICT E
[Barcode]	AGARD, SUSAN MARIE 7679 BLUE LAKE RD	09/08/1975		HOLTON PUBLIC SCHO
[Barcode]	AGNEW, DONNA SUE 7032 CARMEN AVE	06/08/1959		WHITEHALL DISTRICT E
[Barcode]	AGUAYO, ERNESTINA CASTELO 3955 W SKEELS RD	11/10/1964		WHITEHALL DISTRICT E

Page 1

## **MISCELLANEOUS CHANGES**

·The Voting History module now clears the "Must Vote In Person" (MVIP) flag when a voter is marked voted. In addition, if you assign a ballot to a voter with the MVIP flag turned on, the AV Scan modules now clear the "Must Vote In Person" flag when a voter is indirectly marked as voted AV by issuing a ballot. It is assumed that you have confirmed their ID and they are now allowed to vote AV.

·We adjusted the Ward/Precinct Lookup module so the items always explicitly sort by precinct.

·We have reinstated the combo box the Street Index report and the Petitions module to allow all jurisdictions to be listed as a choice.

·The AV indicator on the precinct list now prints properly.

·We disabled "print to file" for the election calendar report.

·We adjusted the Election Inspector Assignment screen so inspectors linked to cancelled and rejected voters are no longer available for assignment.

·We corrected a problem in the Voter Search module that was causing the module to sometimes find only one voter when the search criteria actually matched more than one voter.

·We corrected a problem in the Change Status screen that was sometimes allowing one jurisdiction to reactivate a voter located within another jurisdiction.