Testimony Addendum
U.S. Senate Committee on Rules and Administration
Hearing on Oversight of the U.S. Election Assistance Commission

U.S. Election Assistance Commission
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Clearinghouse Resources
The EAC's Clearinghouse Division, composed of former election officials and subject matter experts, helps the agency share tools for both the public and election administrators including best practices, information for voters, and other resources. In this role, the EAC serves as a trusted source of nonpartisan election information. Since 2021, the Clearinghouse Division has released more than 60 products to assist election administrators. Some of these resources are listed below. Among these resources are 26 one to two-page Quick Start Guides, a series of accessibility checklists, and the Election Management Guidelines (EMG), a comprehensive resource that covers 19 chapters on election administration topics. These resources are a critical piece of the EAC's mission to help election officials facilitate secure, accurate, and accessible elections for every voter.

- Alternative Voting Methods in the United States
    - **Categories**: Alternative Voting Methods; Election Administration
    - This document was created to provide information on the use of alternative voting methods across the country, including the different methods that are currently being considered or used, the ways that alternative voting methods may be adopted, special uses for alternative voting methods, administrative considerations, and case studies of jurisdictions that have conducted elections using alternative voting methods.

- Best Practices: Accessibility for Voting by Mail
    - **Categories:** Accessibility; Voting by Mail
    - This document highlights the primary barriers to voting by mail and provides best practices to help ensure voters with disabilities have equal access to this crucial voting option. Election officials, policymakers, and advocates can utilize this guide's checklists and best practices to better serve this community.

- Best Practices: Chain of Custody
    - **Categories**: Election Security; Chain of Custody
    - Chain of Custody refers to the processes, or paper trail, that documents the transfer of materials from one person (or place) to the next. Every state and local jurisdiction has its own controls for ensuring the chain of custody of election materials is properly maintained. This document is intended to provide examples of best practices, checklists, and forms for maintaining a proper chain of custody.

- Best Practices: Election Technology Security
    - **Categories**: Election Security; Technology
    - Election administration requires careful attention to security to maintain the integrity of the entire voting process. Election officials must develop and follow procedures to ensure the security of all components of the election process—from

voter registration through final results certification. This document highlights security features that are essential for protecting election technology.

- [Best Practices: FAQs](#)
  - o **Categories:** Communication; Elections Websites; Toolkits
  - o Election administration in the United States is highly decentralized, with each state having a unique set of laws that govern voting procedures. Recognizing the breadth of voting practices throughout the country and that local election officials are the best source of trusted information, this toolkit is designed to assist election officials in creating (or improving) FAQs for their websites. Additionally, the toolkit provides social media guides that election officials can use to quickly promote their FAQs as a trusted source of information.

- [Best Practices for Accessible In-Person Voting](#)
  - o **Categories:** Accessibility; In-Person Voting
  - o This guide highlights the primary barriers to accessibility during in-person voting and provides best practices to ensure equal access to all aspects of the in-person voting experience.

- [Best Practices for Accessible Voter Registration](#)
  - o **Categories:** Accessibility; Voter Registration
  - o This guide highlights the primary barriers to accessibility in the voter registration process and provides best practices to help ensure voters with disabilities have equal access to this crucial first step of the voting experience.

- [Best Practices: Public Records Request](#)
  - o **Categories**: Public Records Requests; Voter Services
  - o This webpage and document highlights the innovative methods that election offices have used to efficiently respond to public records requests, as well as providing more resources for additional information.

- [Best Practices: Unwritten Languages](#)
  - o **Category**: Language Access
  - o Unwritten languages can provide unique challenges for meeting the requirements of Section 203 of the Voting Rights Act. The unwritten languages currently covered by Section 203 include Aleut, Apache, Inupiaq, Pueblo, and Yup'ik. This document provides a general overview for meeting the language access requirements for these or other unwritten languages.

- [Byrne Justice Assistance Grants (Byrne JAG) Memo](#)
  - **Categories**: Election Official Security; Grant Funding; Law Enforcement
  - The U.S. Department of Justice (DOJ) established a task force to address ongoing threats of violence against election workers, administrators, officials, and volunteers. During the [Task Force's](#) work, the DOJ received inquiries regarding grant programs to protect election workers and the voting process. On January 26, 2022, the DOJ issued [guidance](#) that funds from the Edward Byrne Memorial Justice Assistance Grant Program (Byrne JAG) may be used to protect election workers from violence and criminal threats of violence. This three-page memo provides information about the program and how state and local election officials can access or seek more information about these resources.

- [Checklist for Securing Election Night Results Reporting](#)
  - **Categories**: Election Results; Election Security
  - Election officials can use the Checklist for Securing Election Night Results Reporting as a baseline to assess their current Election Night Reporting cybersecurity protocols. These protocols would be in addition to other physical and administrative procedures election officials implement to ensure data reliability, including documented chain of custody, data verification procedures, and using certified technology to tabulate vote totals.

- [Communicating Election and Post-Election Processes Toolkit](#)
  - **Categories:** Communications; Election Observation; Toolkits
  - Use this toolkit to create educational materials about pre- and post-election processes that observers and the public can understand. Election officials in any size jurisdiction can adapt this toolkit to fit their observer and voter education needs. This toolkit includes a full suite of images and document templates to help voters better understand these critical election processes, both in-person and online.

- [Disposal of Election Equipment](#)
  - **Categories**: Election Security; Voting Systems; Technology
  - As election jurisdictions procure new election technologies, they will often need to dispose of outdated election equipment. This document provides guidance and best practices election officials should take prior to the disposal, sale, or destruction of election equipment.

- [EAC Testing and Certification Program](#)
    - **Categories**: Election Security; Voting Systems; Technology
    - The EAC's national voluntary voting system certification program is intended to independently verify that voting systems comply with the functional capabilities, accessibility, and security requirements necessary to ensure the integrity and reliability of voting system operation, as established in the Voluntary Voting System Guidelines (VVSG). The purpose of this document is to provide an overview of the EAC Testing and Certification program.

- [Election Audits Across the United States](#)
    - **Category:** Audits
    - Election audits ensure voting systems operate accurately, that election officials comply with regulations or internal policies and identify and resolve discrepancies to promote voter confidence in the election administration process. There is no national auditing standard, and methods can vary from procedural, traditional, risk-limiting, tiered, or a combination of one or more types. This document provides detailed information about the types of audits conducted in the United States, as well as timing, case studies, and additional state-specific information.

- [Election Certification](#)
    - **Category:** Election Results; Election Certification
    - Election certification refers to the process of election officials attesting that the tabulation and canvassing of the election are complete and accurate and that the election results are a true and accurate accounting of all votes cast in a particular election. After the canvass, election officials certify election results using a variety of methods. Many states authorize a local board to canvass and certify election results. Other states authorize the Chief Election Official to canvass and certify election results. Many states also have state canvassing boards that are responsible for aggregating local results and certifying official results at the state level. Other states authorize a single official, such as the Secretary of State, to aggregate and certify official election results. The timeframe for local election officials to complete the certification process ranges from one day after the election in New Hampshire to 30 days after the election in West Virginia.

- [Election Management Guidelines (EMG)](#)
    - **Category**: Election Administration
    - The EMG was created to assist state and local election officials in effectively managing and administering elections. These guidelines complement the technical standards for the Voluntary Voting System Guidelines for voting equipment. Each chapter of the Election Management Guidelines is vetted by recognized election

experts and offers practical discussions of election issues, including examples and helpful tips. The EMG's goal is to familiarize election officials with election processes and challenges they will likely encounter during their tenure and is designed to be accessible to election officials at all levels.

- [Election Official Alert: Paper Supply Chain Risk Management](#)
  - **Categories**: Election Security; Supply Chain; Continuity of Operations Planning
  - This three-page document, from April 2022, provides information about the current risks to the paper supply chain for election officials. This paper also provides a detailed breakdown of these risks by election process type, including possible mitigation strategies election officials can use when planning for this year's elections.

- [Election Official Security](#)
  - **Categories**: Election Security; Election Official Security
  - No one should have to face violent threats at work, but unfortunately, this is the reality for many election officials. There are proactive steps election officials can take to improve their personal security, and it is critically important to document and report every threat and develop a working relationship with federal and local law enforcement. This website provides a quick reference for election officials who may be facing personal threats while at work.

- [Election Results Reporting](#)
  - **Category:** Election Results
  - The election results reported on election night are never the final, certified results. Election officials well know there are various other steps and factors that impact when election results are final. Communicating that information with the public can be a challenge. To help communicate the nuances of this process, the EAC developed several resources to assist election officials as they educate voters.

- [Fact sheet: Disability and Voter Turnout in the 2020 Elections](#)
  - **Categories:** Accessibility; Voter Turnout; Research
  - An estimated 1.95 million people with disabilities had trouble voting in 2020, but according to this report by the Program for Disability Research at Rutgers University and the U.S. Election Assistance Commission, accessibility was significantly improved compared to previous elections. For more information about voter turnout and trends for voters with disabilities during the 2020 election, you can view our roundtable discussion on this topic below:

- [Geo-Enabled Elections](#)
  - **Categories**: In-Person Voting; GIS
  - Many elections offices are integrating geographic information systems (GIS) as a tool to create, manage, and analyze election data. This guide helps election officials identify and secure the resources necessary to create and maintain a GIS database. Election officials can use this guide to learn the basics of using GIS to improve election administration.

- [Glossary of Election Terminology](#)
  - **Category**: Election Administration
  - The Glossary of Election Terminology contains nearly 1,300 terms and phrases used in the administration of elections in the United States. The purpose of the glossary is to provide election officials with a comprehensive resource of common words and phrases used in the administration of elections. This glossary has also been translated into 21 languages.

- [Guide to the Canvass](#)
  - Category: Canvassing; Election Administration
  - The canvass is a culmination of all the data generated during an election cycle. More importantly, it is a process that allows election officials to confirm the accuracy of election data and identify areas for improvement. The canvass process aggregates and confirms every valid ballot cast and counted, including mail, uniformed and overseas citizen, early voting, Election Day, and provisional ballots. Election officials can find information about the canvass process in the Guide to the Canvass. This document includes best practices for conducting post-election canvasses, including checklists for key parts of the canvass.

- [How to Work with State Legislators](#)
  - **Categories**: State Legislators; Communications
  - This brief guide outlines five key principles to empower local election officials to embrace an educational mindset and engage with legislators and the legislative process.

- [Incident Response Checklist](#)
  - **Categories**: Election Security; Continuity of Operations Planning; Communications
  - During early voting and Election Day, communications between election officials and voting locations are extremely important. When incidents occur, communication needs to be quick and should convey informed decisions about how to respond. Election officials, poll workers, community leaders, and election

stakeholders should help develop and understand the plan. This EAC checklist aims to make incident response easier to plan, implement, and assess.

- [Language Access and Accessibility](#)
  - o **Categories:** Accessibility; Language Access
  - o **Summary:** Election officials must communicate information so that voters with disabilities that impact their hearing, seeing, speaking, reading, writing, or comprehension can understand. Recognizing the intersection of language access and disability ensures that election officials produce materials accessible to all voters when meeting language access requirements. This document provides brief case studies and a checklist for video, audio, and image accessibility.

- [Language Access Program Checklist](#)
  - o **Category**: Language Access
  - o In 2019, 26.9 million people in the U.S. had limited English proficiency, and 67.8 million people spoke a language other than English at home. 331 jurisdictions and 3 states are currently covered by Section 203 of the Voting Rights Act, which requires jurisdictions to provide language access for communities that meet certain criteria. Of these 331 jurisdictions, an additional 68 are newly covered under Section 203 in 2021. This two-page checklist is intended to assist election officials in their role in "enab[ling] members of the applicable language minority groups to participate effectively in the electoral process." 28 CFR § 55.2(b)

- [Language Access Resources](#)
  - o **Category**: Language Access
  - o The Voting Rights Act (VRA) requires that certain state and political subdivisions provide language assistance during elections for certain language minority groups who are unable to speak or understand English adequately enough to participate in the electoral process. As of 2021, Federal law requires over 330 jurisdictions to provide some type of language assistance. This webpage provides a variety of resources for federal, state, and local jurisdictions related to language access for voters.

- [Local Election Officials' Guide to Redistricting](#)
  - o **Categories**: In-Person Voting; Redistricting
  - o Redistricting applies to all levels of government where district elections are held, although not all jurisdictions will be subject to or require new boundaries to be redrawn. Although election officials share basic responsibilities for updating newly redrawn political districts in their records, there are variations in the size of their offices, technical abilities, budgets, and the resources available to update and

audit precinct and district boundaries. In addition, because redistricting usually only occurs once every 10 years, it is possible the officials responsible for managing redistricting has only overseen the process one or fewer times. The purpose of this document is to provide general guidance to assist election officials when making technical changes to precinct and district information in election systems.

- [National Poll Worker Recruitment Day](#)
    - **Categories:** Communications; Poll Workers; Toolkits
    - Established in 2020 by the U.S. Election Assistance Commission, National Poll Worker Recruitment Day is a day of action with the goal of encouraging potential poll workers to sign up to Help America Vote. This toolkit provides information, sharable graphics, and other resources to help your community participate.

- [Native Americans and Disability Access](#)
    - **Categories:** Accessibility; Native Americans
    - **Summary:** Native American voters face multiple barriers to participating in elections, from language access issues to registering to vote at nontraditional addresses. Additionally, Native Americans have the highest rate of disability among all American ethnicities and racial groups, with nearly 1 in 4 Native Americans having a disability. The intersection of these challenges can make voting especially challenging among Native American communities. This one-page document discusses these challenges and offers solutions to promote equitable access to the ballot.

- [Personal Security for Election Officials Checklist](#)
    - **Category**: Election Official Security
    - This one-page checklist provides a quick reference overview for ways election officials can take proactive steps to improve their personal security.

- [Polling Place Consolidation Simulations](#)
    - **Categories**: In-Person Voting; Polling Places
    - This simulations video series is intended to help election officials develop a polling place consolidation program. It provides visual interpretations of voting locations, equipment, staff, and explores how different strategies may work in practice at a voting location.

- [Polling Place Line Alleviation Simulations](#)
  - **Categories**: In-Person Voting; Lines
  - This simulations video series is intended to help election officials develop strategies for alleviating long lines at polling places. The simulations in this series explore different strategies based on voting processes, available resources, and voter arrival patterns. Through these video simulations, election officials will be able to visualize how these strategies may work in practice at a voting location.

- [Quick Start Guides](#)
  - **Category**: Election Administration
  - The U.S. Election Assistance Commission's 2022 revision of the Quick Start Guides (QSG) series includes 26 guides that summarize and highlight election administration information in the United States. The goal of the QSG series is to provide a collection of helpful tips and practices to assist state and local election officials in effectively managing and administering elections. This series includes updated best practices and new topics to help election officials run efficient elections. The best practices are designed to be practical and applicable to jurisdictions regardless of their size and resources. The suggestions outlined in the QSG series are solely designed to serve as a source of information for election officials and not as requirements by which they must abide.

- [Removing Personal Identifying Information (PII) from a Google Search](#)
  - **Category**: Election Official Security
  - Personal information, which is often part of the public record for election officials, administrators, poll workers, and others associated with conducting elections, can be exploited and shared online for the purpose of intimidation and harassment. One option for election officials to remove URLs containing personal information is Google's newly expanded Personal Identifying Information (PII) Removal process. This EAC memo provides information about the program and how state and local election officials can access or seek more information about this process.

- [Supply Chain Considerations for Election Officials](#)
  - **Categories**: Election Security; Supply Chain; Continuity of Operations Planning
  - Election officials are contingency planners and as any election approaches, especially federal elections, the EAC understands the planning that officials are doing to serve voters. In 2022, paper supply chain challenges are a concern for election officials as the midterm primaries and general election near. This page contains resources addressing the paper supply chain issues for election officials and recommendations on how to mitigate the impact of these challenges.

- [UOCAVA Resources](#)
  - o **Categories:** Military and Overseas Voters; Voter Services
  - o This webpage contains new UOCAVA voter resources, including a quick start guide, pocket guide, fact sheet, as well as an interactive map to see how UOCAVA policies differ by state.

- [Voluntary Voting Systems Guidelines (VVSG) Deprecation](#)
  - o **Categories**: Election Security; Voting Systems; Technology
  - o This webpage and resources were created to support election officials in communicating about the continued security and certification of VVSG 1.0 and 1.1 certified voting systems.

- [Voter List Maintenance](#)
  - o **Category:** Voter List Maintenance
  - o This webpage was created to assist election officials with maintaining an accurate voter registration list. Keeping voter registration lists up to date is a continual process that includes adding new eligible voters, updating voter registration information when a voter moves and removing ineligible voters.

- [Voting 101: Election Information for New Voters](#)
  - o **Categories:** Communications; Voter Education
  - o New voters have commonly asked questions on many aspects of voting. While the specifics may vary on the state and local level, there is basic information that is helpful for all new voters. This double-sided flier is a printable resource intended to cover the basic questions new voters have and to share resources to find out more information.

- [Voting Access for Native Americans: Case Studies and Best Practices](#)
  - o **Categories:** Native American Voters; Voter Services; Voter Education
  - o Native Americans are both citizens of their tribes and citizens of the United States. Native American communities are unique within the American political structure and have equally unique challenges to fully participating in United States elections. This document provides detailed background information, case studies, and best practices for providing voting information and services to these diverse communities.

- [Voting System Security Measures](#)
  - o **Categories**: Election Security; Voting Systems; Technology
  - o This guide outlines some of the many best practices local election officials follow to secure voting systems through an election cycle. It's important to note this is a

broad list of common security measures and procedures to protect the integrity of an election. The types of security measures may vary based on the voting systems in use in state and local jurisdictions. We hope this will also be a helpful resource for election officials as they work to educate the public on this critical part of election administration. This resource and other information for voter on election security is available [here](#) and resources for election officials on election security is available [here](#).