



**2024 Election Grant Equipment Application for Localities**

Locality Information			INTERNAL: Instructions to Review Grant Application		
Line 1	County or City Name: Hampton City Locality Code: 650 / 51650 ID (internal use only): 0000046247		1. ELECT Fiscal Officer receives the application and saves the file (Excel). 2. The application is reviewed and each line item is approved or denied. 3. Once the application is processed, it is emailed to the submitter. <a href="#">Email Locality</a> 4. Funds are sent to the Locality.		
2	<b>Remittance Address</b> Street 1: 101 Kings Way Street 2: 0 City: Hampton City Zip Code: 23669 C/O: Tara Morgan		<b>INTERNAL: Instructions to Process Grant Reimbursements.</b> 1. Request locality receipts for approved grant election equipment for reimbursement. 2. Process Payment via the AP process.		
3	Electronic Payment: Yes		<b>INTERNAL: Instructions to Spot Check Grants</b> 1. Select localities to perform spot checks. Request receipts and logs from locality. 2. Review documentation to ensure funds were used accordingly. Document results.		

**2024 Election Grant Equipment Application Options**

5 Restricted to localities using 100% paper pollbooks or a combination of electronic & paper.			100% Electronic Pollbooks					
5A	Hampton City currently uses:	100% Electronic Pollbooks	Cost/Item	Count (#)	Subtotal	ELECT Approval	Requested Max Amount	Approved Adjusted Amount
5B	EPB All Inclusive Package/Bundle (Comprehensive Solution)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5C	Printer for Check-in Ballot Receipt	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
Itemized EPB Items								
5D	Poll Book/Check-in Device (Tablet, Laptop, iPad)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5E	Election Management Software (EMS)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5F	EMS License (e.g., Voter Info, Reporting) (Not included in 5E)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5G	Laptop for EMS for Management & Reporting Software	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5H	Scanner for Driver's License/Identification Card	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5I	Network Equipment (Router, Cables, Software)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5J	Maintenance/Support/Training (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5K	Hardware Protective/Carrying Case (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5L	Training (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5M	On-site Assistance	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
5N	Additional Itemized Cost, if applicable	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
							<b>EPB Subtotal Approved</b>	\$ -

6 Restricted to localities that do not use Ballot on Demand at all or partial use of BOD.			Does NOT Use Ballot on Demand					
6A	Hampton City currently:	Does NOT Use Ballot on Demand	Cost/Item	Count (#)	Subtotal	ELECT Approval	Requested Max Amount	Approved Adjusted Amount
6B	Ballot on Demand Printing System (Comprehensive Solution)	Knowink Poll Print	\$ 7,760	\$ 31	\$ 240,560	Approved	\$ 240,560	\$ 240,560
Itemized BOD Items								
6C	Print on Demand Printer	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6D	Print on Demand Laptop, Tablet or iPad	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6E	Print on Demand Laptop Software License	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6F	Maintenance/Support (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6G	Hardware Protective/Carrying Case (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6H	Training (Not Included Above)	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6I	On-site Assistance	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6J	Additional Itemized Cost, if applicable	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
6K	Additional Itemized Cost, if applicable	0	\$ -	\$ -	\$ -	Pending Review	Pending Review	Pending Review
							<b>BOD Subtotal Approved</b>	\$ 240,560

7	Total Requested Election Equipment Grant Amount	Requested	\$ 240,560
8		Denied	\$ -
9	Total Approved Election Equipment Grant Amount	Approved	\$ 240,560

The locality can NOT pay for the purchase and then request reimbursement from ELECT for approved grant expenses related to election equipment.

**General Register or Designee Certification**

10  I certify (for Hampton City) that we will promptly submit receipts and documentation for reimbursement. Furthermore, all records will be maintained for a period of five years from the date of this certification for audit purposes.

Name: [Redacted] Email: tmorgan@hampton.gov  
Work Title: General Registrar Phone: 757-727-6218

**State Department of Elections Approval and Amount**

11 Approved I have examined the certified funding amount specified in this grant application for 2024 election equipment for Hampton City.

  
Name: Kevin A. Hill, ELECT Business Manager  
Approval Date: 7/26/2024

Grant Amount Approved: \$ 240,560

(Status and date must be displayed for an application to be valid.)