

SUPPORT SERVICES
WARREN COUNTY BOARD OF ELECTIONS
July 21, 2026

COMMITTEE MEMBERS: GILLIGAN, STROUGH, TURNER, DRISCOLL, STRAINER, MADAY, ETU

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
 - 1. Request: ACCEPT 2026 ELECTION GRANT
Rationale: NEW YORK STATE GRANT \$15,094.28
 - 2. Request: ACCEPT 2026 BALLOT BY MAIL FUNDS GRANT
Rationale: NEW YORK STATE GRANT OF \$18,762.60
- V. Discussion Items:
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments: Resolution Request #5 to apply/accept 2026 Ballot by Mail Grant
Request to Amend County Budget #7 \$18,762.60 Appropriation code A.1450.424 Revenue code A.1450.3057 Ballot by Mail Grant
Resolution Request #5 to apply/accept 2026 General Election Grant
Request to Amend County Budget #7 \$15,094.28 Appropriation code A.1450.439 Revenue code A.1450.3052

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: BOE

DATE: July 21, 2026

- (a) Purpose of Grant: **BALLOT BY MAIL FUNDS GRANT**
- (b) Name of Grantor: **NEW YORK STATE BOE**
- (c) Address of Contractor: **NEW STATE BOARD OF ELECTIONS, attn: GRANTS, 40 N. PEARL STREET, SUITE 5, ALBANY, NY 12207**
- (d) Grantor's Contact Person and Telephone Number: **Jennifer Wilson, (518)486-7886**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: **04/01/2026**
- (g) Termination Date of Grant: **03/31/2027**
- (h) Total Dollar Amount Involved (not to exceed): **\$18,762.60**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
- (j) Is a Budget amendment required? **YES** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **NO** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract Sxx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx**

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: BOE

DATE: July 21, 2026

- (a) Purpose of Amendment: **BALLOTS BY MAIL FUNDS GRANT \$18,762.60**
- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1450.424 Postage \$18,762.60**
- (c) Revenue Code (with title), and Amount: **A.1450.3057 Ballot by Mail Grant \$18,762.60**

2026 Mail Ballot Grant Background

The New York State Aid to Localities Budget authorized \$5 million be made available to local boards of elections for reimbursement of costs related to providing pre-paid return postage and outgoing postage on absentee ballots and applications, and early vote by mail ballots and applications as enacted by chapter 481 of the laws of 2023.

The State Board of Elections has determined a County Board funding distribution based on voter enrollment. This grant fund distribution program does not provide for the direct release of State funds to counties. County Boards of Elections may submit a claim for payment, after the purchase of such products and services with county funds, for reimbursement of either some or all those costs, provided the purchases were reasonable, allowable and allocable. Substantial evidence must be included with each claim, and prior to the award of any reimbursement, all claims will be reviewed for the products' and/or services' compliance with the NYSBOE guidelines for allowable expenses. Reimbursement will be made for allowable costs which have not previously been claimed for reimbursement for the same expenses elsewhere.

Such funds may be used to reimburse County Boards of Elections for allowable expenditures made in securing products or services related to providing pre-paid postage for early mail and absentee ballots, applications, and return envelopes.

Contract Terms

Current Contract Term:

From: 4/1/2026 To: 3/31/2027

Current Contract Period

From: 4/1/2026 To: 3/31/2027

Allowable Expenses

- Postage and return postage for outgoing and incoming ballots, applications, and cures
- Postage Meters and associated supplies, including but not limited to ink, postage meter strips, replacement parts, labels, and sealing solution
- Fees associated with USPS account billing
- Envelopes
- Automated mailing equipment including but not limited to folding, inserting, opening, and sealing equipment
- Shipping supplies, including but not limited to paper, tape, manual letter openers, postal scales, envelope and stamp moisteners, rubber stamps, transport carts, and folders
- Other materials, transportation, or services related to sorting and counting of early mail and absentee ballots, including but not limited to ballot tabulators, sorting machines, sorting bins, secure pouches, and other ballot collection receptacles
- Fees related to set up and usage of Intelligent Mail Barcodes
- Temporary staff and overtime for full time staff to assist in sorting, sending, and intaking mail
- Vendors to produce absentee envelopes and ballots, and/or mail early mail and absentee envelopes and ballots
- Costs related to the creation and implementation of a cure portal including maintenance fees
- Ballot drop boxes and associated supplies, security enhancements, installation, and vendor costs
- Public awareness campaign expenses to boost the public's knowledge of the options to vote by absentee and early mail ballot

Aid to Localities Budget Language

29 The amounts appropriated herein shall be
 30 made available to local boards of
 31 elections for reimbursement of costs
 32 related to providing pre-paid return post-
 33 age and outgoing postage on absentee
 34 ballots and applications, and Early Mail
 35 Voting ballots and applications as enacted
 36 by chapter 481 of the laws of 2023, pursu-
 37 ant to a plan by the state board of
 38 elections. A copy of such plan shall be
 39 sent to the director of the division of
 40 budget, the senate finance committee, and
 41 the assembly ways and means committee
 42 (23504) 5,000,000

5 18,762.60

2026 Mail Ballot

Total Grant Funds	\$ 5,000,000.00
-------------------	-----------------

Counties	Total Enrolled Voters (Active and Inactive)	Percent of State Voter Population	Grant Distribution (No Base)
Albany	218,081	1.63%	\$81,324.60
Allegany	27,963	0.21%	\$10,427.68
Broome	132,932	0.99%	\$49,571.68
Cattaraugus	50,806	0.38%	\$18,946.07
Cayuga	51,152	0.38%	\$19,075.10
Chautauqua	84,991	0.63%	\$31,694.00
Chemung	55,536	0.41%	\$20,709.93
Chenango	32,375	0.24%	\$12,072.96
Clinton	53,785	0.40%	\$20,056.97
Columbia	49,421	0.37%	\$18,429.59
Cortland	31,074	0.23%	\$11,587.81
Delaware	31,893	0.24%	\$11,893.22
Dutchess	219,940	1.64%	\$82,017.84
Erie	662,636	4.94%	\$247,103.64
Essex	27,990	0.21%	\$10,437.75
Franklin	28,822	0.21%	\$10,748.01
Fulton	35,941	0.27%	\$13,402.76
Genesee	40,214	0.30%	\$14,996.21
Greene	35,049	0.26%	\$13,070.13
Hamilton	4,423	0.03%	\$1,649.38
Herkimer	42,452	0.32%	\$15,830.78
Jefferson	66,799	0.50%	\$24,910.02
Lewis	19,770	0.15%	\$7,372.43
Livingston	42,047	0.31%	\$15,679.75
Madison	46,659	0.35%	\$17,399.61
Monroe	530,176	3.95%	\$197,707.98
Montgomery	31,720	0.24%	\$11,828.71
Nassau	1,068,308	7.97%	\$398,382.82
Niagara	150,285	1.12%	\$56,042.79
Oneida	142,931	1.07%	\$53,300.41
Onondaga	329,996	2.46%	\$123,058.84
Ontario	84,008	0.63%	\$31,327.43
Orange	269,719	2.01%	\$100,580.93
Orleans	26,393	0.20%	\$9,842.22
Oswego	80,172	0.60%	\$29,896.95
Otsego	39,305	0.29%	\$14,657.23
Putnam	77,067	0.57%	\$28,739.06
Rensselaer	113,926	0.85%	\$42,484.15
Rockland	221,805	1.65%	\$82,713.32
Saratoga	189,554	1.41%	\$70,686.60

Schenectady	108,633	0.81%	\$40,510.34
Schoharie	21,861	0.16%	\$8,152.19
Schuyler	13,312	0.10%	\$4,964.18
Seneca	21,705	0.16%	\$8,094.01
St.Lawrence	65,237	0.49%	\$24,327.53
Steuben	65,143	0.49%	\$24,292.48
Suffolk	1,133,206	8.45%	\$422,583.94
Sullivan	54,712	0.41%	\$20,402.66
Tioga	34,908	0.26%	\$13,017.55
Tompkins	67,088	0.50%	\$25,017.79
Ulster	137,384	1.02%	\$51,231.88
Warren	50,314	0.38%	\$18,762.60
Washington	41,239	0.31%	\$15,378.44
Wayne	62,775	0.47%	\$23,409.43
Westchester	682,090	5.09%	\$254,358.24
Wyoming	26,096	0.19%	\$9,731.46
Yates	14,893	0.11%	\$5,553.75
Total Outside NYC	8,048,712	60.03%	\$3,001,445.85
Bronx	793,669	5.92%	\$295,967.17
Kings	1,686,555	12.58%	\$628,933.36
New York	1,173,630	8.75%	\$437,658.46
Queens	1,366,230	10.19%	\$509,480.94
Richmond	339,262	2.53%	\$126,514.22
Total NYC	5,359,346	39.97%	\$1,998,554.15
Statewide Total	13,408,058	100.00%	\$5,000,000.00

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: BOE

DATE: JULY 21, 2026

- (a) Purpose of Grant: **GENERAL ELECTION FUNDS GRANT**
- (b) Name of Grantor: **NEW YORK STATE BOE**
- (c) Address of Contractor: **NEW STATE BOARD OF ELECTIONS, attn: GRANTS, 40 N. PEARL STREET, SUITE 5, ALBANY, NY 12207**
- (d) Grantor's Contact Person and Telephone Number: **Jennifer Wilson, (518)486-7886**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: **04/01/2026**
- (g) Termination Date of Grant: **03/31/2027**
- (h) Total Dollar Amount Involved (not to exceed): **\$15,094.28**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
- (j) Is a Budget amendment required? **YES** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **NO** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: BOE

DATE: JULY 21, 2026

- (a) Purpose of Amendment: **GENERAL ELECTION FUNDS GRANT \$15,094.28**
- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1450.439 Misc Fees & Expenses \$15,094.28**
- (c) Revenue Code (with title), and Amount: **A.1450.3052 NYS Aid to Localities \$15,094.28**

2026 Election Grant Background

The New York State Aid to Localities Budget authorized \$3 million to be made available to local Boards of Elections for the reimbursement of eligible operating costs related to elections to be held in 2026.

The State Board of Elections has determined a County Board funding distribution based on voter enrollment. Each County Board of Elections will receive a percentage of the funds based on their total enrolled voters. Each County will also receive a base amount of \$5,000 to ensure smaller Counties have a reasonable amount of funds needed to fulfill the goals of the grant.

Eligible operating costs, include, but are not limited to, expenses related to the running of an Election such as temporary staff, poll site supplies, election equipment, and public awareness campaigns. Provided, any funds received by a County under this appropriation shall be used to supplement and not supplant current local expenditures of federal, state or local funds that the county currently spends for the administration of elections or has budgeted, for costs related to elections held in 2026.

This grant fund distribution program does not provide for the direct release of State funds to counties. County Boards of Elections may submit a claim for payment, after the purchase of such products and services with county funds, for reimbursement of either some or all those costs, provided the purchases were reasonable, allowable and allocable. Substantial evidence must be included with each claim, and prior to the award of any reimbursement, all claims will be reviewed for the products' and/or services' compliance with the NYSBOE guidelines for allowable expenses. Reimbursement will be made for allowable costs which have not previously been claimed for reimbursement for the same expenses elsewhere.

Contract Terms

Current Contract Term:

From:	4/1/2026	To:	3/31/2027
-------	----------	-----	-----------

Current Contract Period

From:	4/1/2026	To:	3/31/2027
-------	----------	-----	-----------

Allowable Expenses

- Temporary workers
- Additional poll workers and election inspectors
- Costs related to opening additional early voting poll site locations
- Printing of additional ballots and envelopes for early mail and absentee ballots, and in-person ballots
- Additional mailing and postage
- Costs related to maintaining security at poll sites included but not limited to equipment seals, secure cellular services and internet providers for electronic poll books, de-escalation training, generators and other back up power sources, and poll site security
- Supplies related to administering the election, including but not limited to pens, markers, ballot paper, cleaning supplies, signs, extension cords, power strips, and other materials
- Equipment and technology related to running an election included but not limited to mail processing equipment, ballot on demand printers, ballot scanners, central count tabulators and scanners, voter registration systems, and associated software and installation/migration fees
- Transportation fees for election related materials, equipment, and poll workers
- Vendor costs for the printing and sending of ballots and other functions related to administration of the election
- Costs related to public awareness campaigns including but not limited to printing, physical/online distribution of educational materials, and advertisement and marketing fees
- Provided, all allowable expenses must not supplant current local expenditures of federal, state or local funds that the county currently spends for the administration of elections or has budgeted, for costs related to elections held in 2026
- Other expenses directly related to administering elections in 2026, that have not previously been budgeted for, may be considered for reimbursement based upon documentation submitted by County Boards of Election

Aid to Localities Budget Language

- 1 The amounts appropriated herein shall be
- 2 made available to local boards of
- 3 elections, including the New York city
- 4 board of elections, for the reimbursement
- 5 of eligible operating costs related to
- 6 elections to be held in 2026.
- 7 The state board of elections shall develop a
- 8 plan for the distribution of such funds to
- 9 local boards of elections for reimburse-
- 10 ment of eligible operating costs, includ-
- 11 ing, but not limited to, the temporary
- 12 employment of personnel, technological
- 13 upgrades and public awareness campaigns,
- 14 provided that such reimbursement shall be
- 15 apportioned based on the number of regis-
- 16 tered voters in a county. Any funds
- 17 received by a county under this appropri-
- 18 ation shall be used to supplement and not
- 19 supplant current local expenditures of
- 20 federal, state or local funds that the
- 21 county currently spends for the adminis-
- 22 tration of elections or has budgeted for
- 23 costs related to elections to be held in
- 24 2026. A copy of such plan shall be sent to
- 25 the director of the division of the budg-
- 26 et, the senate finance committee, and the
- 27 assembly ways and means committee (23529) 3,000,000
- 28 -----

\$ 15094.28

2026 Election Grant

Total Grant Funds	\$ 3,000,000.00
-------------------	-----------------

Counties	Total Enrolled Voters (Active and Inactive)	Percent of State Voter Population	\$5,000
			Grant Distribution (\$5K Base)
Albany	218,081	1.63%	\$48,752.64
Allegany	27,963	0.21%	\$10,610.09
Broome	132,932	0.99%	\$31,669.57
Cattaraugus	50,806	0.38%	\$15,192.99
Cayuga	51,152	0.38%	\$15,262.40
Chautauqua	84,991	0.63%	\$22,051.37
Chemung	55,536	0.41%	\$16,141.94
Chenango	32,375	0.24%	\$11,495.25
Clinton	53,785	0.40%	\$15,790.65
Columbia	49,421	0.37%	\$14,915.12
Cortland	31,074	0.23%	\$11,234.24
Delaware	31,893	0.24%	\$11,398.55
Dutchess	219,940	1.64%	\$49,125.60
Erie	662,636	4.94%	\$137,941.76
Essex	27,990	0.21%	\$10,615.51
Franklin	28,822	0.21%	\$10,782.43
Fulton	35,941	0.27%	\$12,210.69
Genesee	40,214	0.30%	\$13,067.96
Greene	35,049	0.26%	\$12,031.73
Hamilton	4,423	0.03%	\$5,887.37
Herkimer	42,452	0.32%	\$13,516.96
Jefferson	66,799	0.50%	\$18,401.59
Lewis	19,770	0.15%	\$8,966.37
Livingston	42,047	0.31%	\$13,435.71
Madison	46,659	0.35%	\$14,360.99
Monroe	530,176	3.95%	\$111,366.89
Montgomery	31,720	0.24%	\$11,363.84
Nassau	1,068,308	7.97%	\$219,329.96
Niagara	150,285	1.12%	\$35,151.02
Oneida	142,931	1.07%	\$33,675.62
Onondaga	329,996	2.46%	\$71,205.65
Ontario	84,008	0.63%	\$21,854.16
Orange	269,719	2.01%	\$59,112.54
Orleans	26,393	0.20%	\$10,295.11
Oswego	80,172	0.60%	\$21,084.56
Otsego	39,305	0.29%	\$12,885.59
Putnam	77,067	0.57%	\$20,461.61
Rensselaer	113,926	0.85%	\$27,856.47
Rockland	221,805	1.65%	\$49,499.77
Saratoga	189,554	1.41%	\$43,029.39

Schenectady	108,633	0.81%	\$26,794.56
Schoharie	21,861	0.16%	\$9,385.88
Schuyler	13,312	0.10%	\$7,670.73
Seneca	21,705	0.16%	\$9,354.58
St. Lawrence	65,237	0.49%	\$18,088.21
Steuben	65,143	0.49%	\$18,069.36
Suffolk	1,133,206	8.45%	\$232,350.16
Sullivan	54,712	0.41%	\$15,976.63
Tioga	34,908	0.26%	\$12,003.44
Tompkins	67,088	0.50%	\$18,459.57
Ulster	137,384	1.02%	\$32,562.75
Warren	50,314	0.38%	\$15,094.28
Washington	41,239	0.31%	\$13,273.60
Wayne	62,775	0.47%	\$17,594.27
Westchester	682,090	5.09%	\$141,844.73
Wyoming	26,096	0.19%	\$10,235.53
Yates	14,893	0.11%	\$7,987.92
Total Outside NYC	8,048,712	60.03%	\$1,899,777.87
Bronx	793,669	5.92%	\$164,230.34
Kings	1,686,555	12.58%	\$343,366.15
New York	1,173,630	8.75%	\$240,460.25
Queens	1,366,230	10.19%	\$279,100.75
Richmond	339,262	2.53%	\$73,064.65
Total NYC	5,359,346	39.97%	\$1,100,222.13
Statewide Total	13,408,058	100.00%	\$3,000,000.00