

Chapter 19 Funding & Voter Registration Postage



Chapter 19 Overview



Legislation passed in 1966 established Chapter 19 funds after the poll tax was declared unconstitutional.



Upon enactment of the legislation, funds were originally deposited in the county treasury.



In 1987, Chapter 19 of the Texas Election Code was amended to require SOS to approve requests submitted by Voter Registrars prior to reimbursement.



Chapter 19 Overview



Chapter 19 funds are issued to counties to help defray costs in Voter Registration offices.

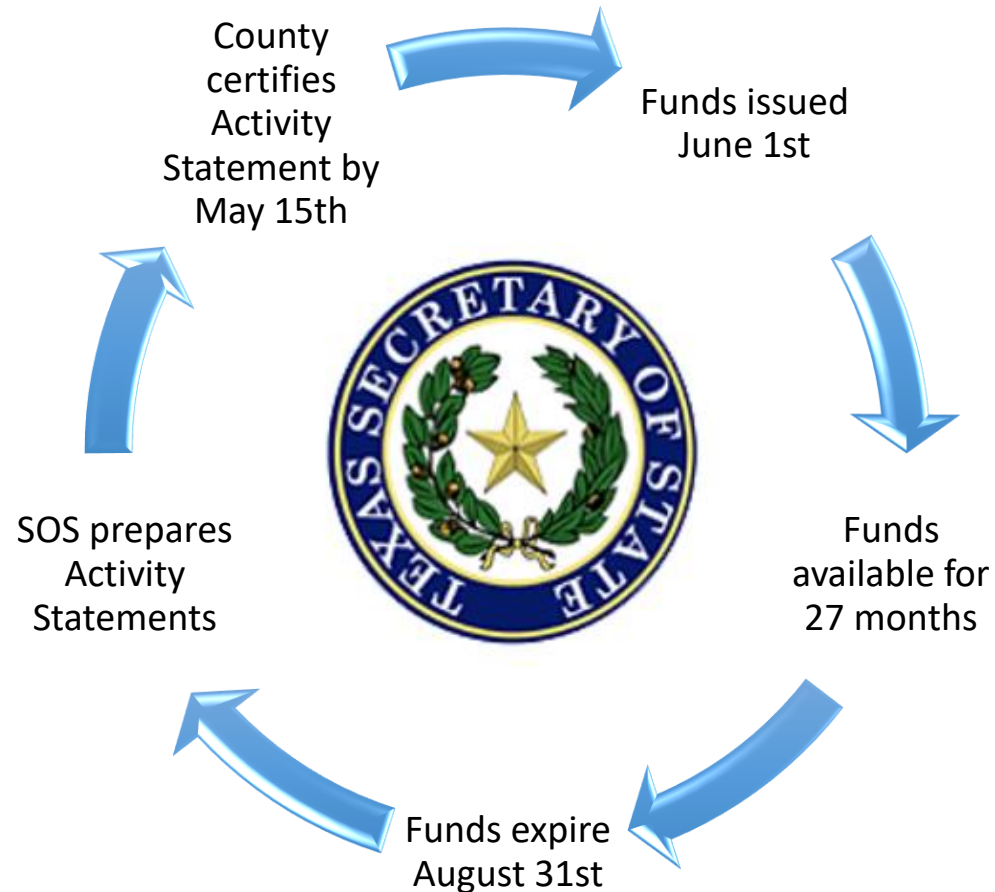
Allotments are based on reimbursable changes to Voter Registration lists.



Purchases are made at the county level, then a request for reimbursement is submitted to SOS.



Chapter 19 Allotments



Chapter 19 Overview

Comptroller imposes a deadline prior to August 31st for any documents or transactions for expiring appropriations.

To utilize funding that is set to lapse, all funding requests must be submitted to SOS prior to August 31st.



Chapter 19 Overview

Remember:
Commissioners Court may not consider
the availability of Chapter 19 funds in
adopting the budget.



New Legislation Affecting Chapter 19

HB 1217 amended Section 85.005 of the Texas Election Code, effective September 1, 2023, by removing the population bracket, and applying extended early voting hours to all counties regardless of population size.



As a result, HB 1217 allows for a county with a population of less than 55,000, to use Chapter 19 funding to defray the cost to the county of keeping the polling places open.

Proposed Texas Administrative Code Rule §81.13 (4) in Response to HB 1217:
In elections where the county clerk is the early voting clerk and the commissioners court has not created a county election administrator, costs must be in consultation and agreement between the county clerk, or the county officer to whom election duties and functions have been transferred as defined in §31.091(1), Texas Election Code.

Chapter 19 Overview

Requests for reimbursement must meet at least one of the following requirements:

Increase the number of registered voters.

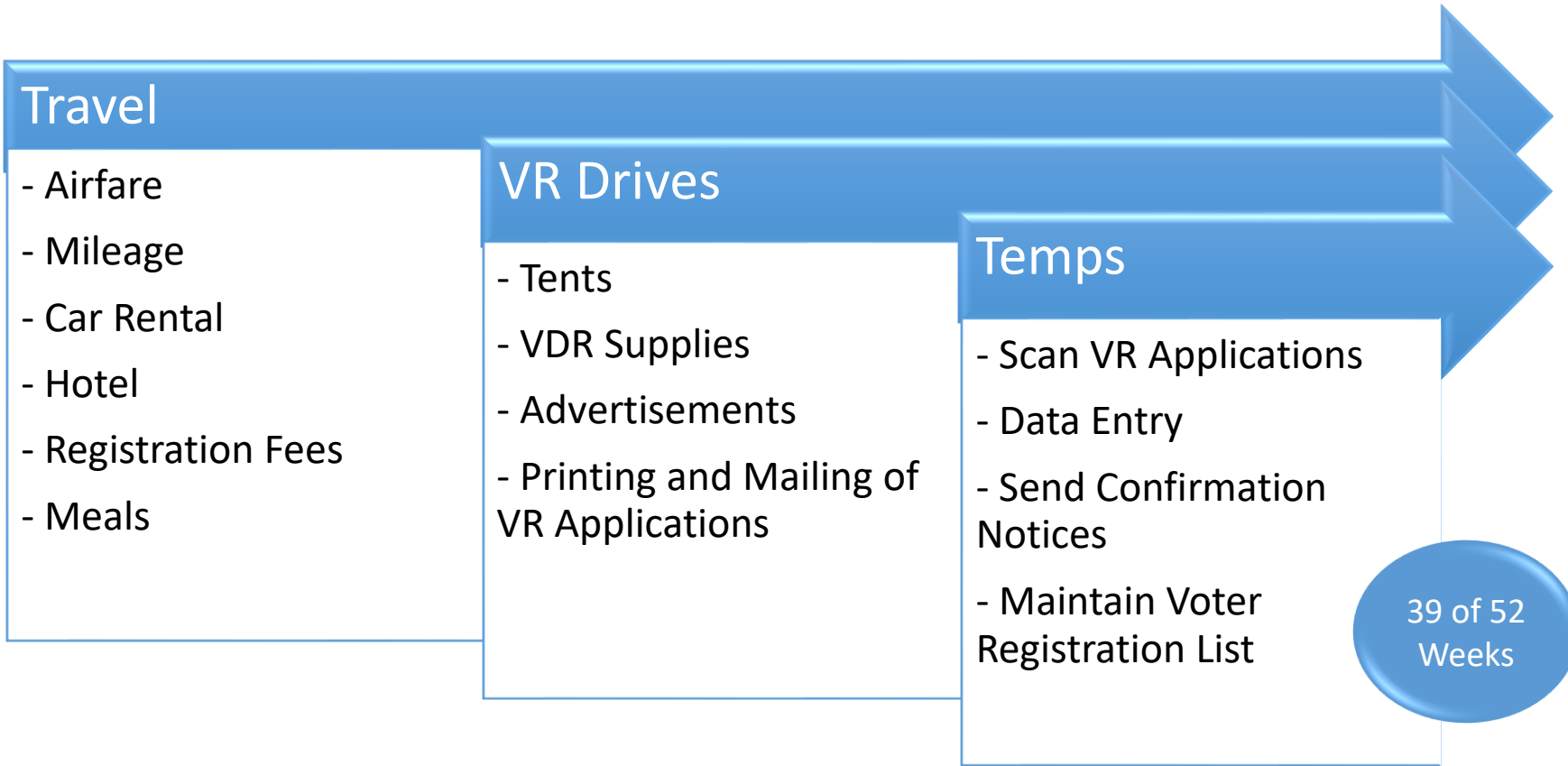
Maintain or report an accurate list of registered voters.

Increase efficiency of the Voter Registration office through the use of technological equipment.

If the registrar's county has a population of less than 55,000, defray the cost to the registrar's county of keeping the polling places in the county open during the early voting period.



Chapter 19 Reimbursable



Chapter 19 Reimbursable

Technology

- GIS Software
- Scanning Software
- Dedicated Internet
- ePollbook Software
- Software License

Equipment

- Computers
- Printers
- Scanners
- Fax Machines
- ePollbooks

NVRA

- Printing/Postage for Confirmation Notices
- Subscriptions to Maintain Accurate VR List



Chapter 19 Non-Reimbursable

Food
items not
related to
travel

Office
Furniture

Chapter 19 funds
may not be used
to fund the
normal day-to-day
operation of the
VR office

Duties
required
by law

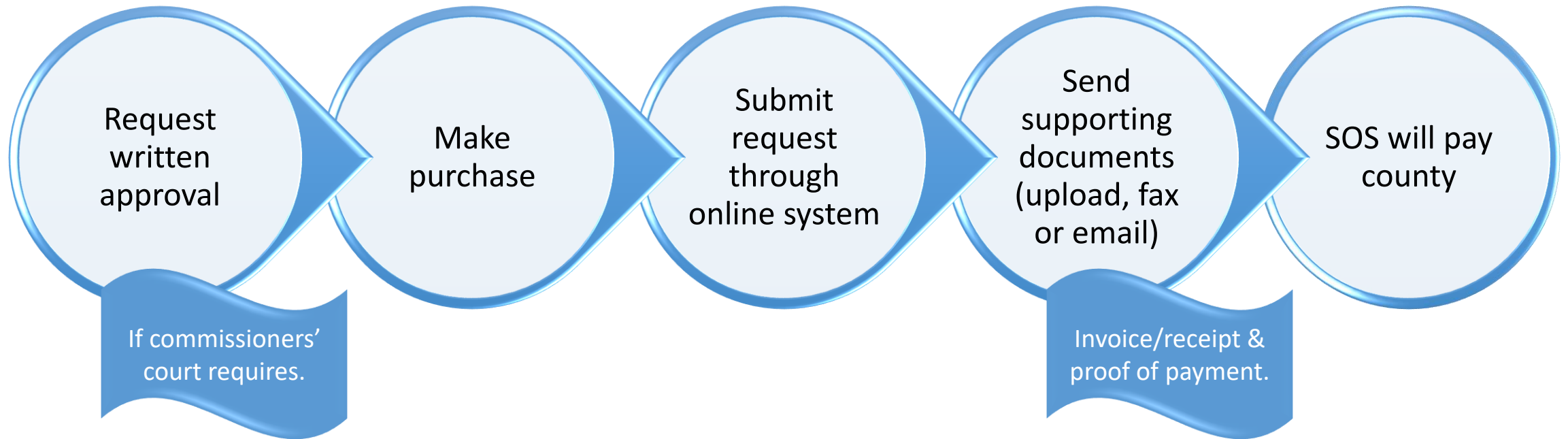
Permanent
Employees

VR drives
promoting a
particular
candidate

Promotional
Items



Requesting Reimbursement



Requesting Reimbursement

Purchase reimbursement requests must be submitted within 6 months.

Travel reimbursement requests must be submitted within 30 days.

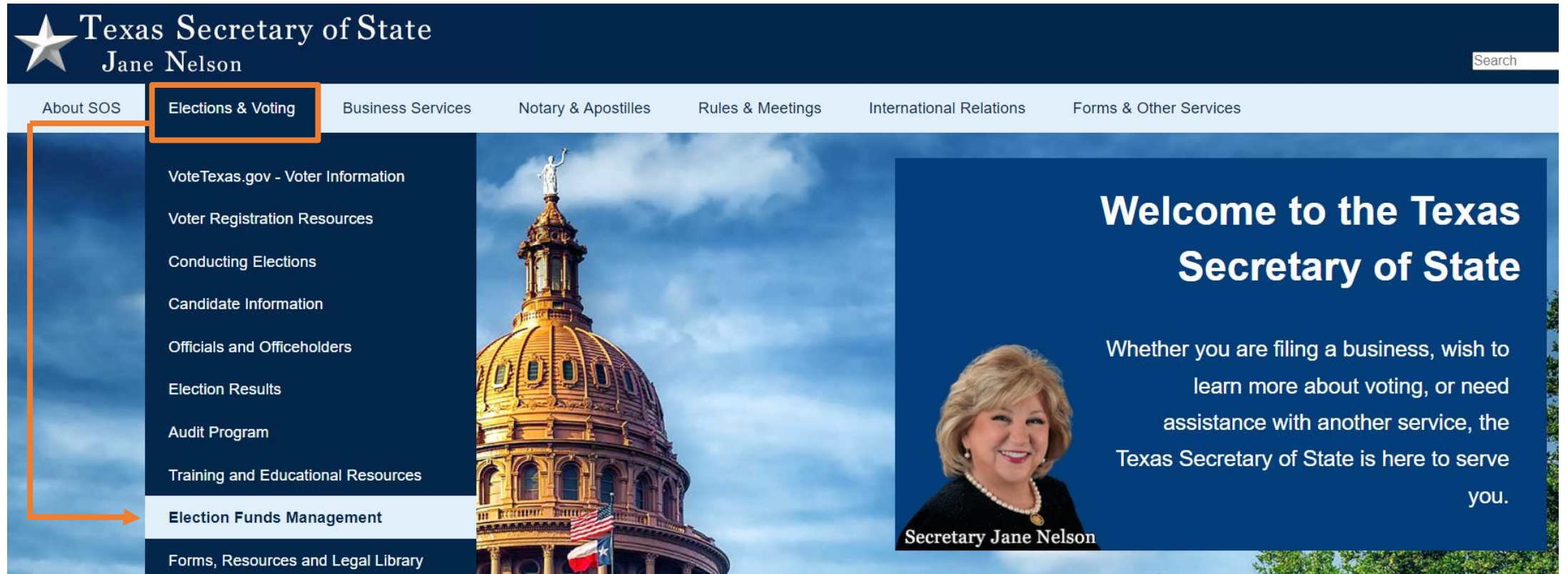
Temporary personnel reimbursement requests must be submitted within 6 months.

Proposed Change to Texas Administrative Code Rule §81.15 (b):
Chapter 19 requests must be received within twelve (12) months of payment to vendor or prior to the deadline described in paragraph (a), whichever comes first.



Accessing the Elections Management & Reporting System (EMR)

Hover your cursor over “Elections & Voting” and select “Election Funds Management”



The screenshot shows the Texas Secretary of State website. The header includes the logo and name 'Jane Nelson' and a search bar. The navigation menu has 'Elections & Voting' highlighted with an orange box. A dropdown menu is open, listing various election-related services, with 'Election Funds Management' highlighted by an orange arrow. The main content area features a banner for Secretary Jane Nelson and a background image of the Texas State Capitol.

Texas Secretary of State
Jane Nelson

Search

About SOS | **Elections & Voting** | Business Services | Notary & Apostilles | Rules & Meetings | International Relations | Forms & Other Services

- VoteTexas.gov - Voter Information
- Voter Registration Resources
- Conducting Elections
- Candidate Information
- Officials and Officeholders
- Election Results
- Audit Program
- Training and Educational Resources
- Election Funds Management**
- Forms, Resources and Legal Library

Welcome to the Texas Secretary of State

Whether you are filing a business, wish to learn more about voting, or need assistance with another service, the Texas Secretary of State is here to serve you.

Secretary Jane Nelson



Accessing the Elections Management & Reporting System (EMR)

Election Funds Management

What is Election Funds Management?

Elections Funds Management is a section within the Elections Division which manages, processes and maintains three different election funding sources: Help America Vote Act (HAVA) grants, Voter Registrar's Chapter 19 and the Primary Finance funds.

- [Help America Vote Act \(HAVA\)](#)
- [Voter Registration \(Chapter 19 & VR Application Postage\)](#)
- [Primary Finance](#)

Contact Information

Mailing Address

Election Funds Management
Elections Division
Office of the Secretary of State

Click here to access
the Voter Registration
Page of our Website

Election Funds Quick Links

[Help America Vote Act \(HAVA\)](#)[Voter Registration Chapter 19](#)[Primary Finance](#)[Texas Election Code](#)[Texas Administrative Code](#)[Texas Legislature](#)[HAVA & Chapter 19 Funds
Travel Reimbursement
Information](#)

Accessing the Elections Management & Reporting System (EMR)

Voter Registration (Chapter 19 VR Application Postage)

[Collapse All](#) | [Expand All](#)

VR Chapter 19 Funds

Disclaimer: *The legacy login has been retired and replaced with a new identify management tool. If you are a registered user but have not setup your account, you will be prompted to do so when you click the link below.*

- [VR Expense Reporting Online System](#)
 - [VR Expense Reporting Online System Instructions \(PDF\)](#)
 - [Travel Reimbursement Information](#)
- [Guidelines](#)
- [Chapter 19 Funds Defined](#)

Click here to access
the Elections
Management and
Reporting System

Forms

VR Application Postage

Legal References

- [Election Code \(Chapter 19\)](#)
- [Chapter 19 Rules \(Texas Administrative Code, Chapter 81, Subchapter A\)](#)

Election Funds Quick Links

[Help America Vote Act \(HAVA\)](#)

[Voter Registration Chapter 19](#)

[Primary Finance](#)

[Texas Election Code](#)

[Texas Administrative Code](#)

[Texas Legislature](#)

[HAVA & Chapter 19 Funds
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Elections Management & Reporting System – emr.sos.texas.gov



Use a registered account to log in.

Email

Password

Remember me?

[Register as a new user](#)

[Forgot your password?](#)

Click on “Register as a new user” if it’s your initial setup or “Forgot your password” if you’ve already registered and don’t know your password.

If you get the following error message when registering as a new user, contact the EFM staff at:

EFMAdmin@sos.Texas.gov
512-463-5966

Create a new account.

The email address you entered is not pre-registered with SOS. Please confirm the email address.

Email

Password

Confirm password

Elections Management & Reporting System – emr.sos.texas.gov



Elections Management and Reporting

Chapter 19 and VR Postage Funding

Enter and examine expense
information here.

Expense Reporting »

Select “Expense Reporting” to
submit a reimbursement request

Business Reply 4511 Permit



Section 13.121 of the Texas Election Code requires official voter registration applications be mailed in a business reply postcard, with postage paid by the state.



The Code also requires SOS to obtain a Business Reply Mail (BRM) permit, which is renewed annually, from the US Postal Service for the use of the postage-paid applications.



Business Reply 4511 Permit

All counties are authorized to utilize the 4511 permit to receive Voter Registration applications.

High volume counties are based on statistics from the most recent like voting year.

Account Maintenance fee paid by SOS for High Volume Counties

Less than 925 pieces will use Basic Business Reply Account

925 or more pieces will qualify for high volume

Checks will be mailed to counties but made payable to postmaster



Business Reply 4511 Permit

Early Fall SOS will run report in TEAM to determine how many applications were received by mail in each county for the previous calendar year.

November SOS will renew the 4511 permit, email counties a copy with the authorization memo and mail checks to counties qualifying for “high volume” postage rate.

December Counties will present authorization memo to postmaster showing the renewal of 4511 permit. “High Volume” counties will also present Account Maintenance Fee.



Requesting Postage for 4511 Permit



USPS Enterprise Payment System Account

- The Enterprise Payment System (EPS) allows customers to pay for Postal products and services through a single account, called the Enterprise Payment Account (EPA).
- If the county creates an account, VR postage warrants from the state should be deposited into that account.



Enterprise Payment System (EPS) Account Creation Fact Sheet

Source: <https://postalpro.usps.com/node/11840>

Contact Election Funds Management



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