

Voter's Choice Act Digest		See Reference Key attached for abbreviations. *Focus Column E refers to Language (L) or Disability (D) * *A reference to "all languages" means all languages required in the jurisdiction under both state and federal law		
Category	E- Date	Description	Elections Code	Focus*
Vote Center Ballot Rules				
Ballots & Return Materials	E-29	VBM packet is mailed to registered voters with envelope & instructions for use and return.	§4005(a)(8)(A)	
Ballot Return	E	Ballots must be voted on or before E-Day.	§3017 (a)	
Ballot Return		VBM ballot return is subject to §3017 & §3020	§4005(e)	
Ballot Return		Return by mail or in person to Elections Official (EO) who issued the ballot.	§3017 (a)	
Ballot Return		Return in-person to Polling Place (PP) or a Vote Center (VC) precinct board.	§3017 (a)	
Ballot Return		Return to Ballot Drop-Off Location (BDOL) per §3025 or 4005	§3017 (a)	
Ballot Return		Voters may designate any person to return ballot	§3017 (a)	
Ballot Return		No compensation by anyone, in any form, in exchange for ballot return.	§3017 (e)	
Ballot Receipt		Ballots must be received by issuing EO, VC, PP or BDOL by close of polls E-Day.	§3017 (a)	
Ballot Receipt		If returned to wrong county PP, VC or BDOL then EO must forward to correct county EO no later than 8 days after receipt; if not counted in semi-official canvass then will be counted in official per §15320.	§3017 (a)	
Secrecy & Security		EO establishes procedures to ensure secrecy of ballot & security of personal info.	§3017 (b)	
Track & Confirm		EO establishes track & confirm VBM receipt procedures; makes info available online/toll-free #	§3017 (c)	
Missing Signature		For VC elections EO shall make reasonable effort to inform voter if VBM envelope is missing a signature.	§4006(a)	
Missing Signature		VC elections EO shall make reasonable effort to inform voter how to correct a missing a signature.	§4006(b)	
Ballot Counting		Ballots won't be counted if not delivered in compliance with §3017.	§3017 (d)	
Ballot Counting		For results reporting, on completion of count the jurisdiction shall be divided into precincts and a statement of results shall be prepared.	§4005(f)	

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Ballot Drop Off Location Numbers, Hours & Placement.			§4005(a)	
Ballot Drop Off	E-88	County must have at least 2 BDOL or 1 for every 15k registered voters determined as of E-88 -- whichever is more.	§4005(a)(1)(A)	
Ballot Drop Off		VC with exterior box counts as only 1 BDOL	§4005(a)(1)(A)	
Ballot Drop Off		BDOL must comply with regs in §3025(b)	§4005(a)(1)(A)	
Ballot Drop Off	E-28 to E	BDOLs must be open no less than 28 days before E-Day.	§4005(a)(1)(B)	D
Ballot Drop Off		BDOL consists of a secure, accessible and locked Ballot Box.	§4005(a)(1)(B)	D
Ballot Drop Off		Ballot Box must be accessible and as near to established public transportation routes as possible.	§4005(a)(1)(B)	D
Ballot Drop Off	E-28 to E	BDOLs must be open at least regular business.	§4005(a)(1)(B)	D
Ballot Drop Off		At least 1 BDOL must be an accessible, secure, exterior ballot box available at least 12 hours a day including regular business hours.	§4005(a)(1)(B)	D
Vote Centers Must Allow For:			§4005(a)(2)(A)	
VC Activities		VBM voting and/or returning	§4005(a)(2)(A)(i)	
VC Activities		Register, update registration, and vote per §2170	§4005(a)(2)(A)(ii)	
VC Activities		Receive & vote a provisional ballot per §3016 or §14310 et seq.	§4005(a)(2)(A)(iii)	
VC Activities		Receive a replacement ballot after verification that another ballot wasn't already received for the election.	§4005(a)(2)(A)(iv)	
VC Activities		Voters with disabilities will be allowed to use accessible voting equipment that permits a private and independent voting experience when voting a regular, provisional, or replacement ballot.	§4005(a)(2)(A)(v)	D
Vote Center Algorithm and Hours				
VCs starting Saturday before E-Day	E-3 to E	1 VC per 10,000 registered voters as of E-88. • At least 90% of required VC open all 4 days during stated times. • Up to 10% open less than 4 days if there's at least 1 VC for every 10K on each day.	§4005(a)(3)(A)	
VC E-3 Hours	E-3	VCs open least 8 hours a day in 3 days before E-Day	§4005(a)(3)(A)	
VC E Hours	E	VCs open 7 AM- 8 PM on E-Day	§4005(a)(3)(A)	
VCs for under 20K population	E-3 to E	For jurisdiction with less than 20K registered at least 2 VC from E-3 through E-Day	§4005(a)(3)(B)	
VCs from E-10 to E-4	E-10 to E-4	1 VC per 50,000 registered voters as of E-88.	§4005(a)(4)(A)	
VC E-10 to E-4 Hours	E-10 to E-4	VCs open least 8 hours a day from E-10 to E-4.	§4005(a)(4)(A)	

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VCs for under 50K population	E-10 to E-4	For jurisdiction with less than 50K registered at least 2 VC from E-10 to E-4.	§4005(a)(4)(B)	
Additional VC & BDOL		EO has discretion to add extra VC and BDOL	§4005(d)	
Vote Center Accessibility Requirements for People with Disabilities				
VC Accessible Machines		Each VC shall have at least 3 machines accessible to voters with disabilities.	§4005(a)(2)(B)	D
VC Accessibility		VCs must comply with the accessibility requirements in the ADA, HAVA & VRA	§4005(a)(4)(C)	D
VC Accessibility		VC must be fairly and impartially sited across county to afford maximally convenient options for voters.	§4005(a)(4)(D)	D
VC Accessibility		VC must be established at accessible locations as near as possible to established public transportation routes.	§4005(a)(4)(D)	D
VC Accessibility		VC must be equipped with accessible voting systems to provide equal opportunities to voting access and participation for people with disabilities, including the ability to vote privately and independently.	§4005(a)(4)(D)	D
VC Accessibility		Vote centers must provide reasonable modifications and auxiliary aids and services as required by the ADA and the Rehabilitation Act of 1973.	§ 4005(a)(6)(D)	D
VC Accessible Ballots		Voters with disabilities must be able to request and receive a blank VBM ballot and, if necessary, a blank replacement ballot that voters with disabilities can read and mark privately and independently pursuant to HAVA.	§4005(a)(5)	D
Accessibility of Written Materials Generally		On request, counties need to provide written voting materials in accessible formats as required by the ADA and the Rehabilitation Act of 1973. <i>DRC strongly advises counties to prepare for the requests from voters with disabilities well in advance.</i>	§4005(a)(8)(C)	D
Accessibility of BDOL and VC Notification		A list of BDOL and VCs with dates and hours must be posted online in a format that is accessible for people with disabilities.	§4005(a)(8)(B)(ii)	D
VC Electronic Voter Index			§4005(a)(7)(A)	
VC E-Voter Index		EO must maintain an electronic index of voters, starting E-10, who: Registered or updated registration	§4005(a)(7)(A)(i)	

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VC E-Voter Index		Received & voted Provisional or Replacement ballot	§4005(a)(7)(A)(ii)	
VC E-Voter Index		Voted using equipment at VC	§4005(a)(7)(A)(iii)	
VC E-Voter Index		Index must contain same info as per §14294 and shall be updated continuously.	§4005(a)(7)(B)	
VC Electronic Registration Data		VC registration data must include:	§4005(a)(4)(E)(ii)	
VC E-Reg Data		Name	§4005(a)(4)(E)(i)(I)	
VC E-Reg Data		Address	§4005(a)(4)(E)(i)(II)	
VC E-Reg Data		DOB	§4005(a)(4)(E)(i)(III)	
VC E-Reg Data		Language preference	§4005(a)(4)(E)(i)(IV)	
VC E-Reg Data		Party preference	§4005(a)(4)(E)(i)(V)	
VC E-Reg Data		Precinct	§4005(a)(4)(E)(i)(VI)	
VC E-Reg Data		Whether VBM issued/received	§4005(a)(4)(E)(i)(VII)	
VC Election Boards				
VC Election Boards		Must meet eligibility & composition requirements per §12300 et seq.	§4005(a)(6)(A)	
Vote Center Language Assistance Requirements			§4005(a)(6)(B)	L
VC Language Assistance		VC must post information about availability of language assistance in English and all languages covered by federal and state law. Assistance must be provided in a manner that enables voters of the applicable language minority groups to participate effectively in the electoral process.	§4005(a)(6)(B)	L
VC Language Assistance		VC must post information informing voters of the languages other than English in which language assistance is available from the VC workers. The information must be in English and in the languages other than English in which language assistance is available.	§14200(g)	L
VC Language Assistance		VC must post information informing voters of the languages in which facsimile ballots are available. The information must be in English and in the languages other than English in which facsimile ballots are available.	§14201(c)(3)	L
VC Language Assistance		VC must provide election materials translated in all languages required in the county under both federal and state law. This means each VC must have (1) all Section 203 translated materials, including but not limited to ballots, required in the county and (2) every facsimile ballot required anywhere in the county under California Elections Code Section 14201.	§4005(a)(6)(C)	L

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VC Language Assistance		If VC is located in or adjacent to a precinct, census tract, or other defined geographical subsection with language requirements then it must be staffed by poll workers who speak the language(s). If not possible then alternate methods of effective language assistance must be provided.	§4005(a)(6)(B)(i)	L
VC Language Assistance		The EO must solicit public input regarding which VC should have bilingual staff.	§4005(a)(6)(B)(ii)	L
VC Language Assistance		If VC is identified as needing language assistance through public input process then it must be staffed by poll workers who speak the language(s). If not possible then alternate methods of effective language assistance must be provided.	§4005(a)(6)(B)(i)	L
VC Language Assistance		VC workers must be trained on the purpose and proper handling of facsimile ballots and must be prepared to inform voters of the existence of facsimile ballots, as needed. VC workers must know that if a voter requests a facsimile ballot, the VC worker must provide the facsimile ballot to the voter (not have the voter find it themselves).	§14201(c)(1), (2)	L
VC Language Notice		Notice of each VC's language services must be provided in sample ballot.	§4005(a)(6)(B)(iii)	L
VC Language Notice		Notice of each VC's language services must be provided in VBM materials.	§4005(a)(6)(B)(iii)	L
VC Language Notice		Notice of each VC's language services must be provided on website.	§4005(a)(6)(B)(iii)	L

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Voter Notification Requirements. Before Election Day.				
Notification and Language Requirements		The elections office must determine if any voter has previously identified a language preference, to the elections office or to the Secretary of State, for one of the county's Section 14201 languages. If a voter has identified a language preference for one of the county's Section 14201 languages, and the voter's precinct is required to have a facsimile copy of the ballot in the voter's preferred language pursuant to Section 14201, the county elections official proactively send the voter that facsimile (by mail or email). The facsimile must be sufficiently distinct from a real ballot that the voter does not attempt to vote on the facsimile. The voter must receive the facsimile by the time 10-day vote centers open.	§4005.6(b)	
Notification and Language Requirements		The elections office must post information on the county elections website informing voters about the availability of facsimile ballots at VCs. The information must be in English and in the languages other than English in which facsimile ballots are available. Must be posted at least 14 days before an election.	§14201(d)	
Voter Notification Requirements. The EO delivers with either Sample Ballot or VBM ballot packet:			§4005(a)(8)(B)	
Notification and Language Requirements		A notice in all languages that All-Mail election is being conducted and each eligible voter will be mailed a VBM ballot.	§4005(a)(8)(B)(i)(I)	L
Notification and Language Requirements		A notice in all languages that voters can cast a VBM ballot in person at a VC during the early vote period or on E-Day.	§4005(a)(8)(B)(i)(II)	L
Notification and Language Requirements		A notice in all languages that voters can request an in-language or a facsimile ballot until 7 days before E-Day.	§4005(a)(8)(B)(i)(III)	L
Notification, Language and Accessibility Requirements		A notice in all languages that voters with disabilities can request the delivery of a ballot, capable of being marked privately and independently, until 7 days before E-Day. <i>DRC notes that this is a Remote Accessible VBM system for the purpose of marking an electronic VBM remotely, outside a polling location.</i>	§4005(a)(8)(B)(i)(IV)	D L
Notification Requirements		A list of BDOLs and VCs with dates and hours. (Best practice is to translate to extent possible.)	§4005(a)(8)(B)(ii)	D

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Postcard Requirement for In-Language and Accessible Ballots		A postage-paid postcard that the voter may return to request a translated or accessible ballot. (Best practice is to translate to extent possible.)	§4005(a)(8)(B)(iii)	D
Notification Requirements Language		Notice of each VC's language services must be provided in sample ballot.	§4005(a)(6)(B)(iii)	L
Notification Requirements Language		Notice of each VC's language services must be provided in VBM materials.	§4005(a)(6)(B)(iii)	L
Notification Requirements Language		Notice of each VC's language services must be provided on website.	§4005(a)(6)(B)(iii)	L
LAAC & VAAC Activities				
LAAC Established	E-247	Establish LAAC comprised of reps of language minority communities by October 1, 2017.	§4005(a)(9)(A)	L
LAAC Meeting	E-90	Hold first LAAC meeting by April 1, 2018.	§4005(a)(9)(A)	L
VAAC Established	E-247	Establish VAAC comprised of voters with disabilities by October 1, 2017. <i>Integral to effective planning. DRC strongly advises counties to form the VAAC well in advance of the statutory deadline.</i>	§4005(a)(9)(B)	D
VAAC Meeting	E-90	Hold first VAAC meeting by April 1, 2018.	§4005(a)(9)(B)	D
LAAC & VAAC for under 50K population		County with under 50,000 registered voters may establish joint LAAC & VAAC. <i>DRC recommends against joint committees.</i>	§4005(a)(9)(C)	L D
Community Involvement in Development of Draft Election Administration Plan (EAP)			§4005(a)(10)	
Developing EAP		EO must develop draft EAP in consultation with the public.	§4005(a)(10)(A)	
Developing EAP		EO must have one meeting, publicly noticed at least 10 days prior, that includes representatives, advocates, and stakeholders from all required language communities.	§4005(a)(10)(A)(i)	L
Developing EAP		EO must have one meeting, publicly noticed at least 10 days prior, that includes representatives from the disability community and community orgs/individuals that advocate on behalf of or provide services to individuals with disabilities.	§4005(a)(10)(A)(ii)	D
Factors to Consider Developing EAP			§4005(a)(10)(B)	
EAP Factors		VC & BDOL proximity to public transportation.	§4005(a)(10)(B)(i)	D

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EAP Factors		VC & BDOL proximity to communities with historically low vote by mail usage.	§4005(a)(10)(B)(ii)	D
EAP Factors		VC & BDOL proximity to population centers.	§4005(a)(10)(B)(iii)	D
EAP Factors		VC & BDOL proximity to language minority communities.	§4005(a)(10)(B)(iv)	
EAP Factors		VC & BDOL proximity voters with disabilities.	§4005(a)(10)(B)(v)	D
EAP Factors		VC & BDOL proximity to communities with low rates of household vehicle ownership.	§4005(a)(10)(B)(vi)	D
EAP Factors		VC & BDOL proximity to low-income communities.	§4005(a)(10)(B)(vii)	D
EAP Factors		VC & BDOL proximity to eligible voters not registered and need access to same day registration.	§4005(a)(10)(B)(viii)	
EAP Factors		VC & BDOL proximity to geographically isolated populations, including Native American reservations.	§4005(a)(10)(B)(ix)	
EAP Factors		Access to accessible and free parking at VC & BDOL	§4005(a)(10)(B)(x)	D
EAP Factors		Distance & time a voter must travel by car or public transportation to a VC & BDOL.	§4005(a)(10)(B)(xi)	D
EAP Factors		Need for alternate methods for voters with disabilities for whom VBM ballots are not accessible to cast a ballot.	§4005(a)(10)(B)(xii)	D
EAP Factors		Traffic patterns near VC & BDOL.	§4005(a)(10)(B)(xiii)	
EAP Factors		Need for mobile vote centers in addition to the # of VC required.	§4005(a)(10)(B)(xiv)	D
EAPs' Public Notice, Comment & Hearing Process			§4005(a)(10)(C)	
EAP Public Process		Publish & publicly notice draft EAP	§4005(a)(10)(C)	
EAP Public Process		14-day Public Comment period on draft EAP	§4005(a)(10)(C)	
EAP Public Process		10-Day notice of Public Hearing on draft EAP. (On websites of county Board of Supervisors and EO, or if no website then in EO's office.)	§4005(a)(10)(D)(i)	
EAP Public Process		Public Hearing after 14 days for comment.	§4005(a)(10)(D)(i)	
EAP Public Process		On request, auxiliary aids and services must be provided at the Public Hearing to ensure effective communication with people with disabilities.	§4005(a)(10)(F)	D
EAP Public Process		Publish & publicly notice amended draft EAP (if EO decides to amend).	§4005(a)(10)(D)(ii)	

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EAP Public Process		14-Day Public Comment period on amended draft EAP	§4005(a)(10)(D)(ii)	
EAP Public Process		EO may adopt final plan after 14-day comment period.	§4005(a)(10)(E)(i)	
EAP Public Process		EO submits Voter Ed & Outreach Plan (VEOP) to SoS for approval	§4005(a)(10)(E)(i)	
EAP Public Process		14-Day SoS Review period for approval, approval with modifications, or rejection of VEOP.	§4005(a)(10)(E)(ii)	
EAP Public Process		Draft plan, amended draft plan, and adopted final plan is posted on EO & SoS websites in all languages.	§4005(a)(10)(E)(iii)	L
EAP Public Process		Draft plan, amended draft plan, and adopted final plan is posted on EO & SoS websites in format accessible for people with disabilities per Gov. Code §11135	§4005(a)(10)(E)(iii) §4005(a)(10)(J)	D
EAP Public Process	E-120	County can amend plan no more than 120 days before E-Day with reasonable public notification.	§ 4005(a)(10)(H)(i)	
EAP Public Process	E-120 to E-?	County can amend plan more than 120 days before E-Day if at least 30 days are provided to accept public comments on amendments.	§ 4005(a)(10)(H)(ii)	
EAP Public Process		Within 2 years EO holds public meeting to consider revisions. Meetings must follow all requirements of original process.	§ 4005(a)(10)(G)	
EAP Public Process		After first 2-year meeting EO will hold public meetings every 4 years to consider revisions. Meetings must follow all requirements of original process.	§ 4005(a)(10)(G)	
EAP Must Include:			§4005(a)(10)(I)	
SoS Approved Voter Education & Outreach Plan (VEOP) that Includes descriptions of:			§4005(a)(10)(I)(i)	
VEOP		Media, social media, newspapers, radio, & TV use to inform public of election & promote toll-free #.	§4005(a)(10)(I)(i)(I)	
VEOP		Media plans for language minority communities	§4005(a)(10)(I)(i)(I)	L
VEOP		Media plans to inform voters of accessibility options	§4005(a)(10)(I)(i)(II)	D
VEOP		Community presence to educate voters	§4005(a)(10)(I)(i)(III)	
VEOP		Accessible info that will be posted to accessible website	§4005(a)(10)(I)(i)(IV)	D
VEOP		Methods used to identify language minority communities.	§4005(a)(10)(I)(i)(V)	L
VEOP		Plans to educate the public about the VCA	§4005(a)(10)(I)(i)(VI)	

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VEOP		Plans to educate all required language communities (including at least 1 bilingual workshop for each community.)	§4005(a)(10)(I)(i)(VI)(i)a)	L
VEOP		Plans to educate the disability community (including at least 1 workshop with disabled voters and advocates.)	§4005(a)(10)(I)(i)(VI)(i)b)	D
VEOP		Projected budget for outreach activities.	§4005(a)(10)(I)(i)(VII)	
VEOP		Comparison to past budget for outreach.	§4005(a)(10)(I)(i)(VII)	
VEOP		Plan for English PSA to inform public & promote toll-free #. Must be accessible for voters who are deaf or hard of hearing and voters who are blind or visually impaired.	§4005(a)(10)(I)(i)(VIII)	D
VEOP		Plan for PSAs, in media serving each required language community, to inform public & promote toll-free #.	§4005(a)(10)(I)(i)(IX)	L
VEOP		Two direct contacts with voters (in addition to other required contacts.)	§4005(a)(10)(I)(i)(X)	
EAP must also include:				
EAP		How a voter with disabilities may request a VBM or replacement ballot.	§4005(a)(10)(I)(ii)	D
EAP		How to address disparities in voter access described in report to legislature (if necessary,)	§4005(a)(10)(I)(iii)	
EAP		Methods and standards used to ensure security of voting.	§4005(a)(10)(I)(iv)	
EAP		Estimates of short and long-term cost savings.	§4005(a)(10)(I)(v)	
EAP		A toll-free, accessible voter hotline to operate 29 days before election that is BOTH accessible to voters with hearing disabilities AND capable of providing assistance to voters speaking languages covered by federal and state law.	§4005(a)(10)(I)(vii)	
EAP		# VC to be established	§4005(a)(10)(I)(vi)(I)	
EAP		# BDOL to be established	§4005(a)(10)(I)(vi)(II)	
EAP		VC Locations	§4005(a)(10)(I)(vi)(III)	
EAP		BDOL Locations and if inside or outside	§4005(a)(10)(I)(vi)(IV)	

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EAP		Map of VC & BDOLs	§4005(a)(10)(I)(vi)(V)	
EAP		Hours of operation of each VC	§4005(a)(10)(I)(vi)(VI)	
		Hours of operation of each BDOL	§4005(a)(10)(I)(vi)(VII)	
EAP		Security and contingency plans to ensure prevention of disruption.	§4005(a)(10)(I)(vi)(VIII)(ia)	
EAP		Security and contingency plans to ensure continuation of election in event of disruption.	§4005(a)(10)(I)(vi)(VIII)(ib)	
EAP		Number of Election Board members	§4005(a)(10)(I)(vi)(IX)	
EAP		Number of bilingual Election Board members and languages spoken.	§4005(a)(10)(I)(vi)(IX)	L
EAP		Services provided to voters with disabilities	§4005(a)(10)(I)(vi)(X)	D
EAP		Type and number of accessible voting machines	§4005(a)(10)(I)(vi)(X)	D
EAP		Type and number of reasonable modifications at each vote center.	§4005(a)(10)(I)(vi)(X)	D
EAP		Design and layout of vote centers to ensure casting of private ballots.	§4005(a)(10)(I)(vi)(XI)	D
SoS Report to Legislature	E+180	SoS reports the following info within 6 months of the election to legislature broken down by: race, ethnicity, language preference, age, gender, disability, permanent vote by mail status, historical polling place voters, political party affiliation, and required language minorities.	§4005(g)(1)(A)	
SoS Report		Voter turnout	§4005(g)(1)(A)(i)	
SoS Report		Voter registration	§4005(g)(1)(A)(ii)	
SoS Report		Ballot rejection rates	§4005(g)(1)(A)(iii)	
SoS Report		Reasons for ballot rejection	§4005(g)(1)(A)(iv)	
SoS Report		Provisional ballot use	§4005(g)(1)(A)(v)	
SoS Report		Accessible VBM use	§4005(g)(1)(A)(vi)	
SoS Report		# votes cast at each VC	§4005(g)(1)(A)(vii)	
SoS Report		# ballots returned at BDOLs	§4005(g)(1)(A)(viii)	
SoS Report		# ballots returned by mail	§4005(g)(1)(A)(ix)	

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SoS Report		# persons who registered at VC	§4005(g)(1)(A)(x)	
SoS Report		Instances of voter fraud	§4005(g)(1)(A)(xi)	
SoS Report		Any other problems during election or canvass	§4005(g)(1)(A)(xii)	