



Elections and Voter Registration

To provide each resident of Loudoun County with the opportunity to exercise his or her right to vote in an efficient and equitable manner and in accordance with the Constitution of the United States and the Code of Virginia.

Elections and Voter Registration’s Programs

Voter Registration

Provides a comprehensive year-round program of voter registration, outreach, and voter education to ensure that Loudoun voters are well served and informed; performs regular list maintenance to ensure voter records are accurate; generates pollbooks for use during elections; works with Loudoun County Public Schools to enable eligible high-school students to register and to serve as student election judges to gain real-world election experience.

Elections

Manages all aspects of operating the County's voting precincts during each election, programs and deploys voting technology for elections, processes election results, recruits and trains election officers, processes candidate filings, and manages absentee and in person early voting during the forty-five days prior to each election.

**Elections and Voter Registration****Budget Analysis****Department Financial and FTE Summary¹**

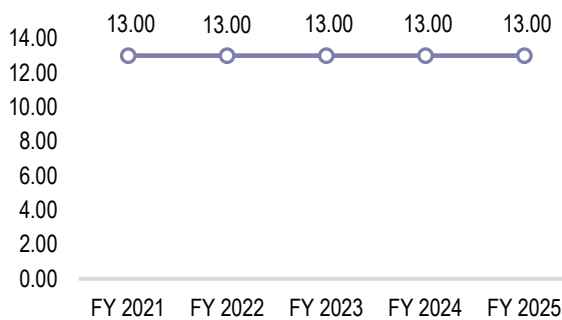
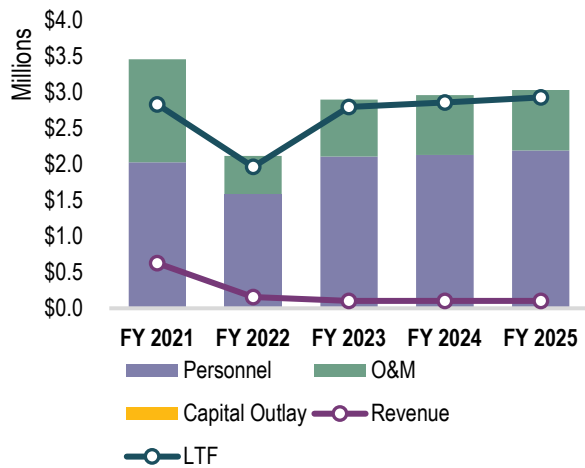
	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Personnel	\$2,028,054	\$1,586,180	\$2,104,708	\$2,127,935	\$2,191,773
Operating and Maintenance	1,428,141	531,194	793,118	830,030	838,330
Total - Expenditures	\$3,456,195	\$2,117,374	\$2,897,826	\$2,957,965	\$3,030,103
Revenues					
Miscellaneous Revenue ²	\$355,760	\$0	\$0	\$0	\$0
Recovered Costs	3,548	1,405	15,000	15,000	15,000
Intergovernmental - Commonwealth	92,319	153,024	87,762	87,762	87,762
Intergovernmental - Federal	175,055	0	0	0	0
Total - Revenues	\$626,682	\$154,429	\$102,762	\$102,762	\$102,762
Local Tax Funding	\$2,829,513	\$1,962,945	\$2,795,064	\$2,855,203	\$2,927,341
FTE	13.00	13.00	13.00	13.00	13.00

¹ Sums may not equal due to rounding.² The FY 2021 miscellaneous revenue was for one-time grant funding received.



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Revenue and Expenditure History



Revenue/Local Tax Funding

As shown, the Department of Elections and Voter Registration is primarily funded by local tax funding (96 percent). The largest source of revenue is reimbursement from the state. Program-generated revenue fluctuates based on the number of elections each year.

Expenditure

The majority of the Department’s expenditure budget is dedicated to personnel costs (72 percent). Major drivers of personnel increases are additional staffing as outlined in the Staffing/FTE History section and compensation increases, including merit increases for the general workforce in each fiscal year.

Staffing/FTE History

FY 2021: 1.00 FTE training and compliance position

The Department of Elections and Voter Registration’s expenditure increases are primarily attributed to personnel costs, which make up most of the Department’s expenditures. The overall personnel costs increase is due primarily to a variety of market adjustments and merit increases for the general workforce in each fiscal year.¹

In FY 2023, the implementation of the same day voter registration resulted in a record number of provisional ballots cast during the November general election, approximately 2,300. With that election, early voting in person and via mail continue to be popular. The Department has experienced a significant increase in outside scrutiny of elections and received a significant number of Freedom of Information Act (FOIA) requests in the months before the election. Recruiting election officers for elections has become more challenging due to the changed environment. In 2022, the Department increased the stipends paid to election officers.

The office will bring revised precinct lines due to the redistricting to the Board of Supervisors public hearing in January 2023, and then to the Office of the Virginia Attorney General with a request for a Certificate of No Objection. When this is completed, there will be nine additional precincts (for a total of 108 including the Central Absentee Precinct) to accommodate the County’s population growth and the new district lines.

For FY 2024, the Department’s operating and maintenance expenditure base budget increased to cover the increased paper costs for ballots, increased number of precincts operated, increased postal services expenditures, and increased expenditures

¹ See summary of merit increases in Non-Departmental Expenditures section 6-2.



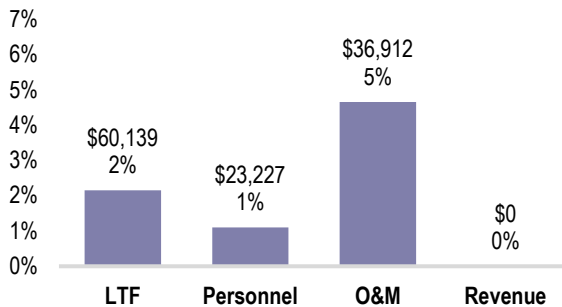
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for the contractor processing and mailing the absentee ballots to residents. Funds to cover the continuing increase in popularity of in-person early voting and mail voting are also included.

The Department’s revenue sources include reimbursements from the state, recovered costs, and miscellaneous revenue. Recovered costs consist mainly of late campaign filing fees. Recovered costs fluctuate based on the number of elections each year. The increase in FY 2021 miscellaneous revenue was for one-time grant funding received.

While not included in the FY 2024 Proposed Budget, the Department has one resource request, focusing on the thematic area of span of control, described in an increase option in the executive summary.

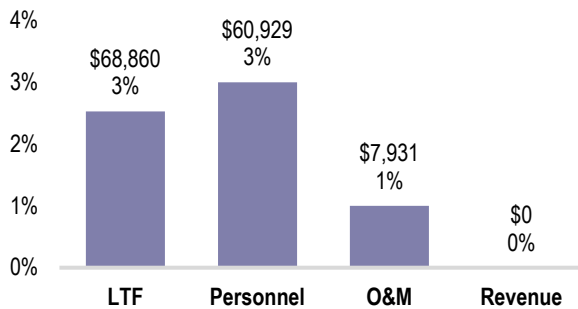
Percent Change from Adopted FY 2023 to Proposed FY 2024



Reasons for Change:

Personnel: ↑ general pay changes and increases for election officers and temporary election staff || **O&M:** ↑ absentee voting mail expenditures and paper ballot costs increased || **Revenue:** ↔

Percent Change from Proposed FY 2024 to Projected FY 2025



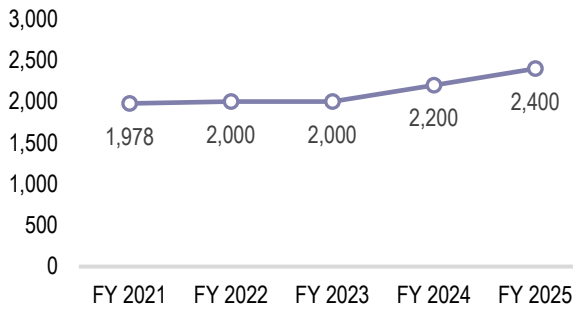
Reasons for Change:

Personnel: ↑ 3 percent || **O&M:** ↑ 1 percent || **Revenue:** ↔



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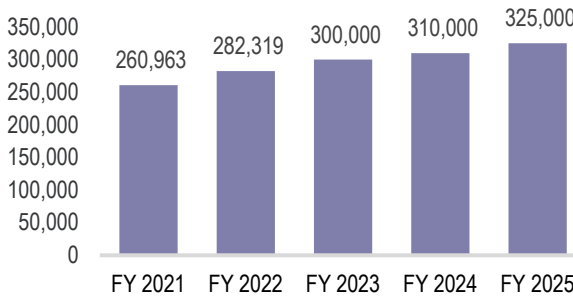
Key Measures



Objective: Provide each citizen of the County with the opportunity to exercise their right to vote.

Measure: Number of election officers used.

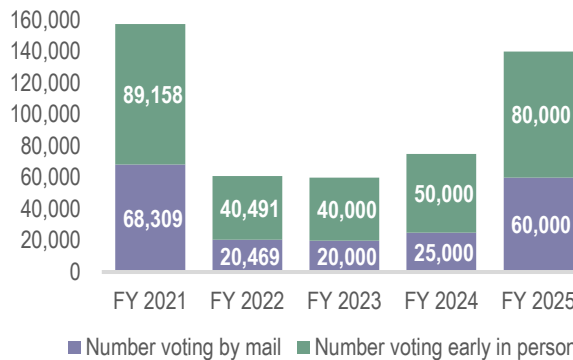
As the County’s population and number of voting precincts have increased, the number of election officers needed has increased. The number of election officers needed depends on the number of elections held and the projected voter turnout for each election.



Objective: Provide each citizen of the County with the opportunity to exercise their right to vote.

Measure: Number of registered voters.

The County’s population growth leads to an increasing number of registered voters, which increases the need for more election officers.



Objective: Provide each citizen of the County with the opportunity to exercise their right to vote.

Measure: Number voting by mail and number voting early in person

The number voting by mail and number voting early in person has continued to remain popular since the pandemic started. FY 2021 and FY 2025 are Presidential election years, which have the highest voter turnout.

**Elections and Voter Registration****Department Programs****Department Financial and FTE Summary by Program¹**

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Voter Registration	\$1,310,522	\$1,093,445	\$1,200,302	\$1,258,251	\$1,289,877
Elections	2,145,673	1,023,930	1,697,524	1,699,714	1,740,227
Total - Expenditures	\$3,456,195	\$2,117,374	\$2,897,826	\$2,957,965	\$3,030,103
Revenues					
Voter Registration	\$217,323	\$136,186	\$73,720	\$73,720	\$73,720
Elections	409,359	18,243	29,042	29,042	29,042
Total – Revenues	\$626,682	\$154,429	\$102,762	\$102,762	\$102,762
Local Tax Funding					
Voter Registration	\$1,093,199	\$957,258	\$1,126,582	\$1,184,531	\$1,216,157
Elections	1,736,314	1,005,687	1,668,482	1,670,672	1,711,185
Total – Local Tax Funding	\$2,829,513	\$1,962,945	\$2,795,064	\$2,855,203	\$2,927,341
FTE					
Voter Registration	10.00	10.00	10.00	10.00	10.00
Elections	3.00	3.00	3.00	3.00	3.00
Total - FTE	13.00	13.00	13.00	13.00	13.00

¹ Sums may not equal due to rounding.