

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

The purpose of this glossary is to provide the reader of the Election Administration Plan with contextual understanding of the elections process as a whole and to define some terms used within the document. For clarification and understanding of the nuanced requirements that are related to some of the terms, see the Election Administration Plan.

Term/Acronym	Meaning
1% Manual Tally	A legally required manual count of ballots to verify the machine count of the votes, before the certification of the election. One of the many steps included in the <a href="#">canvass</a> .
15-Day Close of Registration	The deadline in California, set by law, to register to vote prior to each election. <i>(California Elections Code §2102)</i>
8D2 Cards	See <a href="#">Voter Residency Confirmation Card</a> .
<i>Absentee Ballot</i>	<i>Outdated terminology.</i> See <a href="#">Vote-by-Mail Ballot</a> .
Accessible Ballot	A ballot, typically an electronic touchscreen, upon which appears the candidate contests and measures to be voted on that is accessible for use by persons with disabilities by touching the designated area on the screen or by using an assistive device, such as an audio listening device and braille touch pad or sip-and-puff. <i>(California Elections Code §19240)</i>
Address Correction Service (ACS)	Data provided through the United States Postal Service where a county elections official may utilize the information to manage and update voter registration records and mail residency confirmation cards. <i>(California Elections Code §2033)</i>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Active Voter	<p>A voter whose (1) information is up to date, (2) who can receive voting materials, and (3) who has most recently voted or whose address has been confirmed through an address residency confirmation mailing. An active voter is legally entitled to vote and sign a petition.</p> <p><i>(California Elections Codes §§2220 - 2227)</i></p>
Affidavit of Registration	<p>Also known as a <a href="#">Voter Registration Form</a>, <a href="#">Voter Registration Card</a>, <a href="#">Application for Voter Registration</a>, or <a href="#">Voter Registration Application</a>.</p> <p>Every person who desires to be a registered voter must complete this form (except upon the production and filing of a judgement of the superior court). A properly executed affidavit shall be deemed effective upon receipt by the county elections official on or before the 15<sup>th</sup> day before an election, and under other specified and timely conditions. Whenever a voter has moved, the voter shall execute a new affidavit of registration or a notice or letter of the change in order to be properly registered.</p> <p><i>(California Elections Codes §§2100 - 2194.1)</i></p>
All-Mailed Ballot Election	<p>A local, special, or consolidated election that is conducted wholly by mail (under certain conditions).</p> <p><i>(California Elections Code Division 4)</i></p>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Alternate Residency Confirmation (ARC)	A procedure that requires the county elections official to mail a <i>forwardable</i> postcard to each voter listed on the rolls who has not voted nor changed their address in four years; and, subsequently requires the voter to act, by responding to the postcard, indicating a desire to remain an “active” voter. <i>(California Elections Code §2220)</i>
Americans with Disabilities Act (ADA)	The Americans with Disabilities Act (ADA) became law in 1990. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life including jobs, schools, transportation, and all public and private places that are open to the general public. The purpose of the law is to make sure that people with disabilities have the same rights and opportunities as everyone else. The ADA grants civil rights protections to individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, state and local government services, and telecommunications. See <a href="#">Remote Accessible Vote-by-Mail (RAVBM)</a> .
Application for Voter Registration	See <a href="#">Affidavit of Registration</a> .
Assigned Polling Place	A single location where a voter can appear, obtain and cast a ballot that contains all the contests the voter is entitled to vote. Contests, on which the voters of their assigned Polling Place are not eligible to vote, will not appear on the ballot. Locations are specifically designated for a single precinct of voters, establishing an assigned voting location. Assigned polling places are only used under the <a href="#">Polling Place Model</a> .
Automatic Recount Policy	A policy adopted by the Santa Clara County Board of Supervisors establishing a process to manually tally ballots in certain contests, providing for a mechanism to confirm the results of local contests with low margins of victory that would not require a candidate or interested voter to pay the recount costs. The policy requires manual recounts in all contests wholly contained within Santa Clara County (excluding those for state and federal offices) where the margin of victory is either less than 0.25 percent of the ballots cast, or less than 25 votes, except for races that are either countywide or citywide in the City of San José for which machine recounts may be used. The policy requires the tally be conducted. <i>(Santa Clara County Board of Supervisors’ Policy Manual section 3.63)</i>
Ballot Drop-Box	A secure receptacle established by the Registrar of Voters/county elections official whereby a voted mail ballot may be returned.
Ballot Drop-off Location (BDL)	A location established by the Registrar of Voters where the secure Official Ballot Drop-box will be located, either inside or outside of a location.
Ballot in an Accessible Format	See <a href="#">Accessible Ballot</a> .
Ballot Marking Device (BMD)	A device used to assist a voter in marking their ballot. The device may be of any size, shape, or form, and the impression made on the ballot must clearly indicate the choice of the voter. <i>(California Elections Code §14270)</i>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Ballot on Demand (BOD)	A certified self-contained system that allows a county elections official to print, on demand, ballots onto official ballot card stock to provide to registered voters for voting. This system will supplement the official ballots prepared, in advance of the election, on an as needed basis. <i>(California Elections Code §13004.5)</i>
Board of Supervisors (BOS)	The governing body that oversees the operation of Santa Clara County government administrations.
Cal-Access	The online system created by the Secretary of State, pursuant to state law, for receiving and accessing financial information supplied by state candidates, donors, lobbyists, and others. Online or electronic filing is required for campaign entities that have raised or spent \$25,000 since January 1, 2000. Lobbying entities must file online or electronically once the total amount of any category of reportable payments, expenses, contributions, gifts or other item is \$2,500, or more, in a calendar quarter. <i>(California Government Codes §§84602 &amp; 84605)</i>
Cal-Online	A web-based data entry filing system that allows state disclosure statements/reports mandated by California's Political Reform Act to be filed online with the Secretary of State free of charge. The filer must have a valid ID number and password in order to use this free application. The information is then reproduced on the Secretary of State's Cal-Access website for public viewing. <i>(California Government Code §84602)</i>
California Code of Regulations	Legal document in which the California Secretary of State codifies regulations to assure the uniform application and administration of state election law.
California Elections Code	Law that governs the administration of elections in California.
California Government Code	Law that regulates government administration throughout California.
Canceled Voter	A voter may be canceled in the voter database after the following actions: <ol style="list-style-type: none"> <li>1. Non-response to an address confirmation mailing</li> <li>2. Having no voting record for two consecutive presidential election cycles</li> <li>3. By death</li> <li>4. By voter's own request</li> </ol> <p>The voter will not appear on the roster of voters or any list prepared by the elections official and will not receive any voting materials. A canceled voter is eligible to vote upon the completion of a new <a href="#">Voter Registration Application</a>. A canceled voter is not eligible to sign a petition. <i>(California Elections Code §2183)</i></p>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Candidate	<p>An individual becomes a candidate under the following circumstances:</p> <ol style="list-style-type: none"> <li>1. The individual's name is listed on a primary, general, special, or recall election ballot; or</li> <li>2. The individual is qualified to have elections officials count write-in votes on his or her behalf for nomination or election to any state or local elective office; or</li> <li>3. The individual receives a contribution or makes an expenditure (or gives consent for any other person to receive a contribution or make an expenditure) for his or her nomination or election to any state or local elective office; or</li> <li>4. The individual is an elected officeholder.</li> </ol> <p>Individuals running for federal office are not "candidates" under the Political Reform Act.  <i>(California Government Codes §§82007 &amp; 84214)</i></p>
Canvass (Official Canvass)	<p>The legal timeframe (typically a 30-day period commencing the first day after election day) for the county elections official to complete the processing and tallying of all ballots received (including <a href="#">Provisional Ballots</a>, <a href="#">Vote-by-Mail Ballots</a>, and <a href="#">Conditional Voter Ballots</a>), reconcile materials, conduct the manual tally (verification) of ballots, certify results, and issue election certificates.  <i>(California Elections Code Division 15)</i></p>
Community-Based Organizations (CBOs)	<p>The Registrar of Voters (ROV) engages with Community-Based Organizations (CBOs) to increase voter registration and encourage newly registered voters to participate in democracy by voting.</p>
Conditional Voter Registration	<p>A properly executed <a href="#">Affidavit of Registration</a> that is delivered by the registrant to the county elections official during the 14 days immediately prior to or on election day and which may be deemed effective after the elections official processes the affidavit, determines the registrant's eligibility to register, and validates the registrant's information before, or during, the <a href="#">canvass</a> period. The elector may complete a Conditional Voter Registration form and cast a <a href="#">Provisional Ballot</a>.  <i>(California Elections Codes §§2170 - 2173)</i></p>
County Voter Information Guide (CVIG)	<p>A booklet prepared, translated, and printed by the county elections official that contains important information, such as a list of Ballot Drop-Box Locations and Vote Centers, a sample of the Official Ballot (see <a href="#">Sample Ballot</a>); candidate statements; legal text, impartial analysis, and arguments in favor of or against local ballot measures; and, a ballot replacement request form. The County Voter Information Guide (CVIG) is mailed starting approximately 40-days before an election. Formerly known as the Sample Ballot Pamphlet. Translated versions of the CVIG are available in Spanish, Chinese, Tagalog, and Vietnamese.</p> <p>This is not the same as the Official Voter Information Guide prepared by the Secretary of State.  <i>(California Elections Codes §§13300 - 13317)</i></p>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Downloadable Ballot	A ballot obtained through the Registrar of Voters' <a href="#">Remote Accessible Vote-by-Mail</a> (RAVBM) application and electronically copied to a voter's home device for use in voting. The voter must then print and mail in their ballot to the Registrar of Voter's office for their vote to be counted. <i>(California Elections Code §3007.7)</i>
Direct-Recording Electronic (DRE)	<i>Outdated</i> <a href="#">Voting Machine</a> . A voting machine that records votes by means of a ballot display provided with mechanical or electro-optical components that can be activated by the voter; that processes data by means of a computer program; and that records voting data and ballot images in memory components.
Early Voting	The period of time, before Election Day, when voters can cast a ballot. California has “no-excuse” early voting and a voter does not have to provide an excuse for being unable to vote on Election Day. In California, early voting can commence as soon as 29-days prior to the election. Registered voters in Santa Clara County may vote early at the office of the Registrar of Voters, or at any one of the Vote Centers starting ten days prior to Election Day. <i>(California Elections Code §19209)</i>
Election Administration Plan (EAP)	Proposed by the county elections official, a detailed plan on the conduct of elections under the <a href="#">Voter's Choice Act</a> (VCA). The plan includes a variety of considerations such as selecting Vote Centers and Ballot Drop-box Locations, fiscal impacts, and public outreach plans. A <i>draft</i> plan is to be written with community input and vetted through a public hearing process. An <i>amended</i> draft plan is posted for public comment after public hearings on the draft plan take place, after which a plan can be adopted as <i>final</i> . A final plan that is changed and released for public comment is an <i>amended final</i> plan. The final Election Administration Plan (EAP) used to conduct the election is reviewed, and possibly revised, within two years of use, and every four years thereafter. The Voter Education and Outreach portion of the EAP is submitted to the Secretary of State for approval. Plans are translated and available on the county election official's website. <i>(California Elections Codes §§4000 - 4108)</i>
Election Cycle	“Election Cycle” means one of two different things, depending on the context of its usage. <ol style="list-style-type: none"> <li>1. “Election Cycle” means the period of time beginning 90 days before an election and ending on the date of the election, for purposes of reporting contributions or independent expenditures of \$1,000 or more online or electronically pursuant to Government Code §§ 85309 or 85500. (Government Code section 85204).</li> <li>2. “Election Cycle” means the period beginning January 1 of an odd year, for purposes of viewing campaign contributions and expenditures on Cal-Access.</li> </ol>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Election Officer	A member of a precinct board, shall be a voter of the state, shall be able to read and write the English language, and must attend training conducted by the Registrar of Voters (ROV) in order to serve at a Polling Place or Vote Center. Formerly known as a Poll Workers, Election Officers can be assigned as a Clerk or Inspector with varying duties. Election Officers assist voters at Vote Centers, verify eligibility, issue Official Ballots, and perform other duties. <i>(referred to by the Elections Code as Election Boards)</i>
Election Information Management System (EIMS)	Santa Clara County’s election information database.
Electronic Pollbook (E-Pollbook)	A system containing an electronic list of registered voters that may be transported and used at a Vote Center. This is the official list of registered voters eligible to vote in the election; it is used to verify a voter’s eligibility to receive a ballot and captures voter history in real time to prevent double voting. Electronic Pollbooks cannot be connected to a voting system and must have backup power for continued operations. <ol style="list-style-type: none"> <li>1. An Electronic Pollbook shall contain, at a minimum, all of the following voter registration data: name, address, district/precinct, party preference, voter status, whether or not the voter has been issued a <a href="#">Vote-by-Mail Ballot</a>, whether or not the <a href="#">Vote-by-Mail Ballot</a> has been recorded as accepted by the elections official, and, whether or not the voter's identification must be verified (first-time voter in federal election, only).</li> <li>2. An electronic pollbook shall not contain the following voter registration data: driver's license number, or any reference to a social security number.</li> </ol> <i>(California Elections Code §2183)</i>
Emergency Ballot Delivery	This type of service is available primarily to allow a voter to cast a ballot if they are physically unable to do so due to a medical emergency such as unforeseen illness, confinement to a medical facility, disabilities, or accidents resulting in injury. California is one of 38 states that provides an Emergency Ballot Delivery System.
Facsimile Ballot	A copy of a printed ballot made available in formats a voter may request for use, such as translated into a specific language (see <a href="#">Sample Ballot</a> ) or printed with large text for the visually impaired. Voters may request to receive a facsimile ballot by mail. The facsimile ballot is not an Official Ballot and cannot be tabulated by the voting system. Voters can use the Facsimile Ballot as an aid in filling out their Official Ballot.

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Help America Vote Act (HAVA)	<p>Passed by Congress in 2002 to help modernize and reform the nation’s voting processes, the Help America Vote Act (HAVA) creates new mandatory minimum standards for states to follow in several key areas of election administration. The law provides funding to help states meet these new standards, replace voting systems, and improve election administration. HAVA requires that the states implement the following programs and procedures:</p> <ol style="list-style-type: none"> <li>1. Provisional voting</li> <li>2. Voting information</li> <li>3. Updated and upgraded voting equipment</li> <li>4. Statewide voter registration databases</li> <li>5. Voter identification procedures</li> <li>6. Administrative complaint procedures</li> </ol>
Inactive Voter	<p>A voter may be deemed inactive if the county has received: a returned residency confirmation mailing without a forwarding address within the same county, or, information obtained through the United States Postal Service National Change of Address (NCOA) database indicating the voter has moved outside the county. This voter will not appear on the roster of active voters or any list prepared by the elections official and will not receive any voting materials. Further, inactive voters who do not vote in two consecutive federal general elections are subject to cancellation. An inactive voter becomes active and eligible to vote upon the response to the address confirmation card, by signing a petition indicating the same address, or through completion of a new <a href="#">Voter Registration Application</a>.</p>
Language Accessibility Advisory Committee (LAAC)	<p>The Language Accessibility Advisory Committee (LAAC) was formed to advise the Registrar of Voters (ROV) on matters relating to access to the electoral process by voters with limited English proficiency. The committee shall be comprised of representatives of <a href="#">Language Minority Communities</a> and have demonstrated language accessibility experience, have knowledge of presenting election materials to voters using plain language methods or another method that is easy for voters to access and understand, and/or be a city elections official or his/her designee. The ROV shall consult with and consider the recommendations of the committee, who shall serve in an advisory capacity. <i>(California Elections Code §4005)</i></p>
Language Minority Community	<p>A group of people that speak a language that is required to be serviced under the Federal Voting Rights Act. Materials, voting assistance, and other activities related to language minority communities are referenced throughout the law relating to the <a href="#">Voter’s Choice Act</a> (VCA). <i>(Language Minority Provisions of The Voting Rights Act)</i></p>
Mail Ballot Precinct	<p>Under the <a href="#">Polling Place Model</a>, a precinct that has 250 or fewer persons registered to vote, as of 88 days prior to an election, may be designated as a "Mail Ballot Precinct," and the elections official may furnish each voter with a <a href="#">Vote-by-Mail Ballot</a> without requiring an application.</p>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Mitigation Equipment	Materials and supplies used to improve the accessibility of and access to a voting location, limiting the barriers to voting. Samples of equipment may be: additional or temporary lighting; additional chairs for people who cannot stand; signage showing the accessible route of travel; wedges, ramps or rubber mats to cover gratings or improve thresholds; door stops to hold doors open; orange cones for marking accessible parking; and a notification system for offering curbside voting.
Mobile Vote Center	A mobile operation administered by the Registrar of Voters (ROV) that meets the same criteria, and provides the same services, as a Vote Center.
National Change of Address (NCOA)	Information or data consisting of names and addresses of individuals and families who have filed a change of address with the United States Postal Service. <i>(California Elections Code §2222)</i>
<i>Optical Scanner</i>	<i>Outdated <a href="#">Voting Machine</a>.</i> A paper-based voting machine that optically scans the marks that you make on your paper ballot and counts the votes electronically when the ballot is inserted.
<i>Poll Worker</i>	<i>Outdated terminology.</i> See <a href="#">Election Officer</a> .
<i>Polling Place Model</i>	<i>Current model ROV is transitioning from.</i> Term used to refer to the methodology and administration of elections held under the general provisions of the <a href="#">California Elections Code</a> . Largely utilizes "neighborhood-based" polling places assigned and specific to precincts with no more than 1,000 voters and supplemented by voting by mail for voters who request to receive a ballot in the mail.
Positive Purge	A procedure that requires the voter to take an action to prevent being moved to the inactive or canceled file, such as returning a postcard indicating a desire to remain an active voter. <i>(California Elections Codes §§2220 &amp; 2191)</i>
Precinct	A geographical area within a county or political jurisdiction that is made up of voters and is formed pursuant to Chapter 3 (commencing with § 12200) of Division 12 of the <a href="#">California Elections Code</a> . In a "Polling Place Model" election, all voters from the same precinct are assigned to the same Polling Place. In a "Vote Center Model" election, voters from any precinct within the county can vote any Vote Center within the county. The ROV is currently transitioning from a "Polling Place Model" to a "Vote Center Model".

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Precinct Board	Specific term used by the California Elections Code. For Santa Clara County, the persons appointed to serve as Election Officers for each precinct at any election shall constitute the precinct board for that precinct and polling place. A person who cannot read or write the English language is not eligible to act as a member of any precinct board. The composition of the precinct board shall be determined by the elections official based on election precinct size. The precinct board shall consist of a minimum of one inspector and two clerks. <i>(See <a href="#">Election Officer</a>)</i>
Pre-Election Residency Confirmation	Required to be completed no later than 90 days before each primary election held in the state. The county elections official mails a <i>non-forwardable</i> postcard to each registered voter of the county. The cards are sent labeled, “Address Correction Requested, Return Postage Guaranteed,” and are not forwarded to the voter but returned to the county elections official with any new address correction information the post office may have. The county elections official may exclude those voters who may have voted in an election that occurred no less than 6 months prior to the commencement of the confirmation mailing.
Pre-Election Statements	These statements are required from candidates or officeholders who have a controlled committee, or who have raised or spent or will raise or spend \$2,000 or more during a calendar year in connection with election to office or holding office (FPPC Form 460). First pre-election statements are ordinarily required to be filed no later than 40 days before the election (for the period ending 45 days before the election). The second pre-election statements are ordinarily required to be filed no later than 12 days before the election (for the period ending 17 days before the election). <i>(California Government Codes §§84200.5, 84200.7, &amp; 84200.8)</i>
Provisional Ballot	A term used to refer to a ballot that is issued to a voter whose eligibility to vote cannot be immediately determined, or who is a <a href="#">Conditional Voter</a> . This ballot is “provisionally” completed, sealed in a pink envelope and verified at the Registrar of Voters (ROV) office before it can be opened & counted. <i>(California Elections Codes §§4005 &amp; 4310)</i>
Public Comment Period	Legal fourteen-day timeframe for the public to offer feedback about the draft, amended draft, final, and, if necessary, the amended final <a href="#">Election Administration Plan</a> (EAP).
Public Consultation Meeting	Open meetings, legally noticed and published, conducted by the Registrar of Voters to gain public input for the creation of the <a href="#">Election Administration Plan</a> (EAP).
Public Hearing	An official meeting where members of the public hear the facts about a planned government action to take place and give their opinions about it.
Public Service Announcement (PSA)	A message in the public interest disseminated, without charge, with the objective of raising awareness of, and changing public attitudes and behavior towards, a social issue.
Registrar of Voters (ROV)	A Department in the County of Santa Clara responsible for administering voter registration and elections.

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Remote Accessible Vote-by-Mail (RAVBM)	A system, and its software, that is used for the sole purpose of marking an electronic <a href="#">Vote-by-Mail Ballot</a> for a voter with disabilities or a military or overseas voter who shall print the paper cast vote record to be submitted to the elections official. A Remote Accessible Vote-by-Mail system is NEVER connected to a voting system, at any time. <i>(California Elections Code §3016.5)</i>
Replacement Ballot	The ballot given to a voter under any of the following circumstances: the ballot was not received, lost, marked with an error, or is requested in a different language or format. Upon issuing a second, or replacement ballot to the voter, the first ballot issued is cancelled in the <a href="#">Election Information Management System</a> (EIMS), in order to prevent double voting. <i>(California Elections Code §4005)</i>
Roster Index	The official list of eligible voters for an election, which may be in paper or electronic form. The roster becomes the official index of voters who have voted in the election once signed by the voter or marked by the elections official. <i>This is not the same as the <a href="#">Voter Index</a>.</i> <i>(California Elections Code §14109)</i>
Sample Ballot	Appears inside the <a href="#">County Voter Information Guide</a> (CVIG) prepared for each election. Required to be included under state law, the Sample Ballot is a substantial facsimile of an official ballot; however, a Sample Ballot is not the same size nor printed on the same paper as an official ballot, and has extra spacing, all which make it unreadable by the vote tabulating system. Translated versions are available in Santa Clara County in the following languages: Spanish, Chinese, Tagalog, and Vietnamese. <i>(California Elections Code §13303)</i>
Secure Ballot Container / Transfer Device	A lockable and secure container that is placed inside a drop-box or is a stand-alone container. If a secure ballot container is used inside a drop-box, ballots are deposited directly into that container. A secure ballot container is not required for all drop-boxes.
Semifinal Official Results	The public process of collecting, processing, and tallying ballots and, for state or statewide elections, reporting results to the Secretary of State on Election Night. The semifinal official <a href="#">canvass</a> may include some, or all, of the <a href="#">Vote-by-Mail Ballot</a> and <a href="#">Provisional Ballot</a> vote totals.
Staffed Drop-Box	A drop-box or a secure ballot container that is placed in a location that is in the view of a live person who is employed at the location of the drop-box, a city or county employee, or a temporary worker or volunteer retained for the purpose of monitoring the drop-box. A staffed drop-box is typically not available for use 24 hours a day.
Unstaffed Drop-Box	A secured drop-box that is not within view of a live person for monitoring.

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Vote-by-Mail (VBM)	<p>Provides all registered voters in Santa Clara County the opportunity to vote using a Vote-by-Mail ballot ahead of time instead of going to the polls on Election Day. When vote-by-mail ballots are received by the ROV, the signatures on the return envelope are compared to the signatures on the corresponding voter registration cards to ensure they match. The ballot will then be separated from the envelope, and then it will be tallied.</p> <p><i>(California Elections Code §4005)</i></p>
Vote Center	<p>A location, established for holding elections, that offers services for voters to vote; drop-off their mail ballot; register to vote; or receive and vote a <a href="#">Provisional</a>, <a href="#">Replacement</a>, or <a href="#">Accessible Ballot</a>. Vote Centers are larger facilities than traditional Polling Places, will have more voting devices and more Election Officers to assist voters, and must comply with the same regulations that apply to Polling Places. A voter of the county may visit any Vote Center to cast their vote.</p> <p><i>(California Elections Codes §§2170, 4005, &amp; 4007)</i></p>
Vote Center Model	<p><i>Future model of conducting elections to which the ROV is transitioning.</i></p> <p>Term used to refer to the administrative system of how elections are conducted under the <a href="#">Voter's Choice Act</a>. Largely, a combination of an all <a href="#">Vote-by-Mail</a> election, utilizing larger area Polling Places, called <a href="#">Vote Centers</a>.</p> <p><i>(California Elections Code §14428)</i></p>
VoteCal	<p><i>Formerly known as CalVoter.</i></p> <p>Mandated by the Help America Vote Act (HAVA), VoteCal is the centralized statewide voter registration database developed and managed by the Secretary of State. Each county in the state is connected to the system and can use it to check for duplicate registrations or any updates that would preclude voters from voting. VoteCal interacts and exchanges information with the County's <a href="#">Election Information Management System</a> (EIMS) and other state systems such as the Department of Corrections and Rehabilitation, the Department of Public Health, and the Department of Motor Vehicles.</p> <p><i>(Help America Vote Act of 2002)</i></p>
Voter Action Request Form (VARF)	<p>A form for "Registered" Santa Clara County Voters to:</p> <ol style="list-style-type: none"> <li>1. Change address or mailing address (if moving within Santa Clara County)</li> <li>2. Change language preference (English, Chinese, Spanish, Tagalog, Vietnamese, Hindi, Japanese, Khmer, and Korean)</li> <li>3. Change Permanent <a href="#">Vote-by-Mail</a> status</li> <li>4. Correct misspellings or other errors in registration information</li> <li>5. Cancel voter registration</li> <li>6. Cancel the voter registration of a deceased member of a family or household</li> </ol> <p><i>(California Elections Codes §§2150 - 2168)</i></p>

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Voter Education and Outreach Coalition (VEOC)	Advises and makes recommendations to the Registrar of Voters (ROV) on matters related to enhancing education opportunities in the County and increasing voter participation through outreach and engagement. The coalition shall be comprised of individuals and representatives of community organizations who shall have demonstrated experience with education and outreach programs or be a city elections official. The coalition shall serve in an advisory capacity to the ROV.
Voter Education and Outreach Plan	Required to be included in the County’s <a href="#">Election Administration Plan</a> (EAP) and must be approved by the Secretary of State. This plan must describe how the county elections official will meet specific provisions of the <a href="#">Voter’s Choice Act</a> (VCA) relating to education and outreach, including the use of media, social media, public education meetings, and direct voter contacts, to inform them of the new voting method and the availability of written materials and telephone assistance.
Voter Education Workshop	The County elections official must conduct at least two targeted voter education workshops to inform voters about the new way the election will be administered. The specified targeted workshops must include bilingual voter education workshops (at least one for each language required by the county) and workshops to increase accessibility and participation of eligible voters with disabilities.
Voter Outreach	Actively disseminating information, in person or electronically, about the voting process.
Voter Registration Application	See <a href="#">Affidavit of Registration</a> (California Elections Code §2188)
Voter Registration Card	See <a href="#">Affidavit of Registration</a> (California Elections Code §2158)
Voter Registration Form	See <a href="#">Affidavit of Registration</a> (California Elections Code §2162)
Voter Residency Confirmation Card	A Voter Residency Confirmation Card ( <a href="#">8D2 Card</a> ) sent by first-class forwardable mail that is used to confirm the address of a voter. This card is used to manage the voter registration file and confirm and correct addresses of voters who may have moved. (California Elections Codes §§2191, 2220, & 2240 - 2231)
Voter Verification System	The electronic system for county elections officials to immediately access voter registration data at a vote center. See <a href="#">Electronic Pollbook</a> . (California Elections Code §359.2)

## APPENDIX A – GLOSSARY OF TERMS AND ACRONYMS

Term/Acronym	Meaning
Voter's Choice Act (VCA)	<p>A new California law (SB450) passed in 2016, introduced by Senator Ben Allen, that will modernize elections in California by allowing counties to conduct elections under a new model which provides greater flexibility and convenience for voters.</p> <p>This new election model allows voters to choose how, when, and where to cast their ballot by:</p> <ol style="list-style-type: none"> <li>1. Mailing every voter a ballot</li> <li>2. Expanding in-person early voting</li> <li>3. Allowing voters to cast a ballot at any Vote Center within their county</li> </ol> <p>This law is intended to increase voter participation by allowing counties to conduct elections by mail, under certain circumstances. <i>(California Elections Codes §§3017, 15320, &amp; 4005 - 4008)</i></p>
Voting Accessibility Advisory Committee (VAAC)	<p>The Voting Accessibility Advisory Committee (VAAC) was established to advise the <a href="#">Registrar of Voters</a> (ROV) on matters related to improving the accessibility of elections for voters with disabilities, and shall make recommendations for establishing Vote Centers and for improving voter services and access for individuals with disabilities, including, but not limited to, visually impaired voters, and deaf, or hard of hearing voters. The committee shall be comprised of voters with disabilities who shall have demonstrated experience with accessibility requirements for voters with disabilities or be a city elections official. The Committee shall serve in an advisory capacity.</p>
Voting Device	<p>Any device used in conjunction with a ballot card or cards to indicate the choice of the voter by marking, punching, or slotting the ballot card. <i>(California Elections Code Division 19)</i></p>
Voting Machine	<p>Any electronic device, including, but not limited to, a precinct <a href="#">Optical Scanner</a> and a <a href="#">Direct Recording Electronic</a> (DRE) voting system, into which a voter may enter his or her votes, and which, by means of electronic tabulation and generation of printouts or other tangible, human-readable records, furnishes a total of the number of votes cast for each candidate and for, or against, each measure. <i>(California Elections Code Division 19)</i></p>
Voting System	<p>A mechanical, electromechanical, or electronic system, and its software, or any combination of these used for casting a ballot, tabulating votes, or both. "Voting System" does not include a <a href="#">Remote Accessible Vote-by-Mail</a> system. <i>(California Elections Code Division 19)</i></p>
Voter-Verified Paper Audit Trail (VVPAT)	<p><a href="#">All Direct Recording Electronic</a> (DRE) voting machines, used after January 1, 2006, must have an accessible voter-verified paper audit trail. All voters voting on an electronic voting machine should review and verify their ballot choices on this printed paper record, prior to finalizing and casting their ballot. Once the ballot is cast, this paper record of the ballot is retained inside the voting machine as part of the election audit trail to verify the accuracy of the votes recorded. In accordance with the California Elections Code, voters do not get a printed paper record of their vote choices. <i>(California Elections Code § 19250)</i></p>