

**MEMO OF UNDERSTANDING
FOR STATEWIDE WISVOTE SYSTEM**

This Memorandum of Understanding is hereby entered into by and between the Town of Farmington and the County of Waupaca.

- NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties hereto agree as follows;
1. The local unit of government understands that the State intends to maintain the official centralized database of voter registration information.
 2. The local unit of government understands their responsibilities and requirements for complying with HAVA and state statues and accepts the responsibility to implement voter registration policies and procedures and maintain each voter's current registration documentation.
 3. The local unit of government understands the technology, technology maintenance, staffing, and training costs that are required to accept the responsibility of entering and maintaining the data within the WisVote. The duties of being a Min. Relier have been outlined on page 2, with a yearly cost of \$ 200 and are agreed upon by both parties. If required, an invoice will be mailed for amount due each year of this MOU.
 4. Based on the above, the local unit of government herein declares its intention to utilize technology and resources of the provider unit of government, County of Waupaca, and to share the costs that are associated with entering and maintaining data within the WisVote application. It is the understanding of the local unit of government, that the County of Waupaca accepts the technology and resource responsibilities for this sharing agreement. (Not applicable for Self Relier option.)
 5. This agreement is valid for two years, the term of **January 1, 2019** through **December 31, 2020**. In addition, this agreement will extend in 90 day increments unless officially terminated.
This agreement can only be officially terminated if the following guidelines have been met:
 - Both parties to the agreement have notified the Wisconsin Election Commission 90 days prior to the agreement being terminated.
 - The local unit of government that previously did not have responsibility for updating WisVote, has purchased the appropriate equipment and validated with the Wisconsin Election Commission that they are capable of taking on the technology and resource responsibilities of the WisVote.
 - The local unit of government that previously did not have responsibility for updating the WisVote, has validated with the Wisconsin Election Commission that their clerks and appointed associates have been properly trained in the use and functions of the WisVote.

Date: 11/19/18

Date: 11-5-18

Caroline G. Murphy
Printed Name

Caroline G. Murphy
Signed Name

Jill Lodewegen
Printed Name

Jill Lodewegen
Signed Name

Town of Farmington Chair
Title

Town of Farmington

Waupaca County Clerk
Title

RELIER		MIN. RELIER	SELF PROVIDER
County Does		County Does	County Does
1. Setup election contests and candidates in WisVote	1. Setup election contests and candidates in WisVote	n/a	
2. Print Poll books	2. Print Poll Books		
3. Update Candidates	3. Print Felon Ineligible List		
4. Print Felon Ineligible Lists			
5. Enter voter registration appl.			
6. Enter absentees and track activity into WisVote			
7. Record voter participation after election & EDR'S			
8. Complete checks for felons, deaths & duplicate records			
9. Enter EL190 Report			
10. Enter post card reports			
You Do		You Do	You Do
1. Provide all information in a timely manner using designated forms	1. Performs all necessary tasks with the exception of the above	1. Performs all tasks	