



Submitting and Certifying Your Revised 2024 EAVS Data

The project team for the 2024 Election Administration and Voting Survey (EAVS) is hard at work reviewing the draft 2024 EAVS data submissions. If you have submitted your draft data, you will receive the results of your data review within 10 business days of your submission date. If you have not yet submitted your draft EAVS data, please do so as soon as possible, as your data submission is now past due.

The EAVS project team's review is intended to assist your state or territory with identifying potential data errors so that you, as an EAVS point of contact (POC), can either correct the data or provide further context for your final 2024 EAVS submission, which is due by **Monday March 3, 2025**. Please revisit [Volume 10](#) of the 2024 EAVS newsletter for an overview of what data sources the EAVS project team uses to validate your draft EAVS submission, how you will receive the results of your state or territory's data review, and how to make changes or corrections to your EAVS data.

The process for submitting your revised 2024 EAVS data will be very similar to the process you used to submit your draft 2024 EAVS data. If you used the online template to assist with your data gathering, then your jurisdictions will be granted access to the online template again when the results of your data review are ready. After your jurisdictions have made corrections, you will download your online data submission file from the EAVS Portal (see [Volume 8](#) of the newsletter for more details about this process), complete any final data checks, and submit this file to the EAVS project team as your state or territory's revised data submission. If you used the Excel template to compile your 2024 draft data submission, you will use the file named "2024_EAVS_Final_Data_[state postal abbreviation]" to make data corrections, which is available for download from the State Files page of the EAVS Portal. Then, you will submit this Excel file to the EAVS project team as your state or territory's revised data submission.

When you have uploaded your revised data submission to the EAVS Portal, please notify the EAVS project team by sending an email to eavs@forsmarsh.com.

The EAVS Data Certification Process

The data certification process will follow these steps:

1. The state or territory will provide its revised 2024 EAVS data submission to the EAVS project team. As with your draft EAVS data submission, once the file has been uploaded to the EAVS Portal, please notify the project team by sending an email to eavs@forsmarsh.com.
2. The EAVS project team will review the updated submission. We will compare your updated submission to both your draft submission and your data validation review memo to make sure all the issues were satisfactorily addressed. We will also check for any new data issues that could have been caused by the data updates made since your draft submission. We will



communicate with you about any unresolved data issues or questions we have regarding your submission.

3. Once all data issues have been addressed, the EAVS project team will share a copy of your state or territory’s data analysis, which will appear in the chapter appendices of the 2024 EAVS report. This analysis will be an Excel file with multiple tabs — one for each table in the report’s chapter appendices. These tables will be provided so you can ensure your data are portrayed accurately. You can also request that the EAVS project team add data notes, which will be printed with the tables. Use the example table below to provide these data notes; you may use as many rows as you need. The EAVS project team will replicate the wording of these notes as closely as we can in the report, with only light editing for clarity, so please ensure that the footnote text is understandable to readers who are not familiar with your election policies and practices, defines any acronyms you include, and does not include any sensitive or personally identifiable information. Please respond to the EAVS project team within three business days of when you receive your tables to let us know whether there are any additional data changes to make and whether there are any data notes that need to be added to the report. The EAVS project team may include additional data notes in the final descriptive tables of the report to provide context to the results displayed in the tables using information from the EAVS and Policy Survey comments.

State	Total EAVS Jurisdictions	Total Active Registered Voters	Total CVAP	Total Voter Turnout	Turnout as % of Active Registration	Turnout as % of CVAP	Total In-Person Election Day Ballots Cast and Counted	Total Mail Ballots Cast and Counted	Total In-Person Early Ballots Cast and Counted	Total Polling Places	Total Poll Workers
	Count of FIPS by State	A1b	2023 1-year estimate of the CVAP from the U.S. Census Bureau	F1a	F1a / A1b x 100	F1a / CVAP x 100	F1b	F1d + F1g	F1i	D2a	D7a
State	34	1,565,242	1,540,681	1,240,981	79.3%	80.5%	755,415	248,744	192,281	1,658	9,325

> [Exec Summary - Table 1](#) | [Overview - Table 1](#) | [Overview - Table 2](#) | [Overview - Table 3](#) | [Overview - Table 4](#) | [Policy Survey - Table 1](#) | [Policy Survey - Table 2](#) | [Policy Survey - Table 3](#) | [Policy Survey - Table 4](#)

Your State (e.g., AL)	Report Chapter and Table (e.g., Policy Survey — Table 4)	Data Note to Add
[State]	Executive Summary — Table 1	The number of poll workers reflects only Election Day poll workers because our state does not track early-voting poll workers.
[State]	Policy Survey — Table 2	The first date reported for drop boxes is the earliest possible date that drop boxes could be available to voters. The precise date for deploying drop boxes was at county discretion.



4. The EAVS project team will confirm that the state or territory is ready to certify the 2024 EAVS data submission and will provide a copy of the certification form. If the project team has no additional questions about the final data file or the footnotes that will be added to the EAVS report, we will notify the state or territory POCs by email and provide a copy of the 2024 EAVS certification form.
5. The state or territory's chief election official will sign the certification form and send it to the EAVS project team. This form will allow the chief election official to affirm that the data and information provided to the Election Assistance Commission (EAC) as part of the 2024 EAVS and Policy Survey are complete and accurate to the best of their knowledge and that your state or territory's submission process is complete. There will also be space for the chief election official to provide notes about your data submission, if necessary. The chief election official will then sign and date the form. The chief election official may provide a digital signature on the PDF form, or they may print and sign the form and then scan it as a PDF. The signed certification form should be uploaded as a PDF to the EAVS Portal or emailed to the EAVS project team.
6. The EAVS project team will upload a copy of the final, certified data to the EAVS Portal for the state or territory's records and will confirm via email that the EAVS process is complete.

How Do I Know Who My State's Chief Election Official Is?

The chief election official is typically the Secretary of State, the state or territory's election director, or another designee. If you are unsure of who should sign the certification form on behalf of your state or territory, please reach out to the EAVS help desk to discuss.

Making Corrections to EAVS Data After Certification

If corrections to the certified EAVS data are necessary, these corrections will be accepted until **Monday March 31, 2025**. To correct your certified EAVS data before this date, email the EAVS project team at eavs@forsmarsh.com with a description of the data updates that need to be made. The project team will work with you to make the correction, which may involve your state or territory submitting a new data file and your chief election official signing an updated certification form.

On Monday March 31, 2025, the 2024 EAVS data set will be locked so that the EAVS project team can analyze the data and write the EAVS Comprehensive Report, which will be released in late June. To make a correction to your certified EAVS data after March 31, please follow the process outlined in the Post-Reporting Matters section of [A Guide to the Election Administration and Voting Survey](#). Data updates received after March 31 will not be reflected in the 2024 EAVS Report or in the initial public data release, but the updates will be processed and posted as a part of the regular quarterly EAVS data updates.



EAVS Customer Satisfaction Survey

Later this year, the EAC will be undertaking a systematic assessment of the 2024 EAVS project to identify areas for improvement in the future. A crucial component of that assessment will be incorporating feedback from POCs. Once your chief election official has signed the certification form for your data, all designated POCs for your state or territory will receive a link to complete a brief customer satisfaction survey to provide feedback on your experience with the EAVS data collection templates, the EAVS Portal, the help desk, the data review process, and the survey questions. This survey is designed to take 10 to 15 minutes to complete and is intended to be completed by state and territory POCs, not by local election officials. Although this customer satisfaction survey is not required, the feedback you share will be used to inform the post-2024 needs assessment conversations that will take place in the late summer and early fall and will be used to improve our processes for the 2026 EAVS and beyond. The EAC appreciates any feedback you can share in this survey.