

Office of the Secretary of State

Performance Audit
Released November 2023

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LEGISLATIVE AUDITOR



Office of the Secretary of State Overview

- Constitutional Office
- Functions:
 - Election Administration
 - Safe at Home
 - Business Services
 - Administration

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State of Minnesota
2

Audit Objectives and Scope

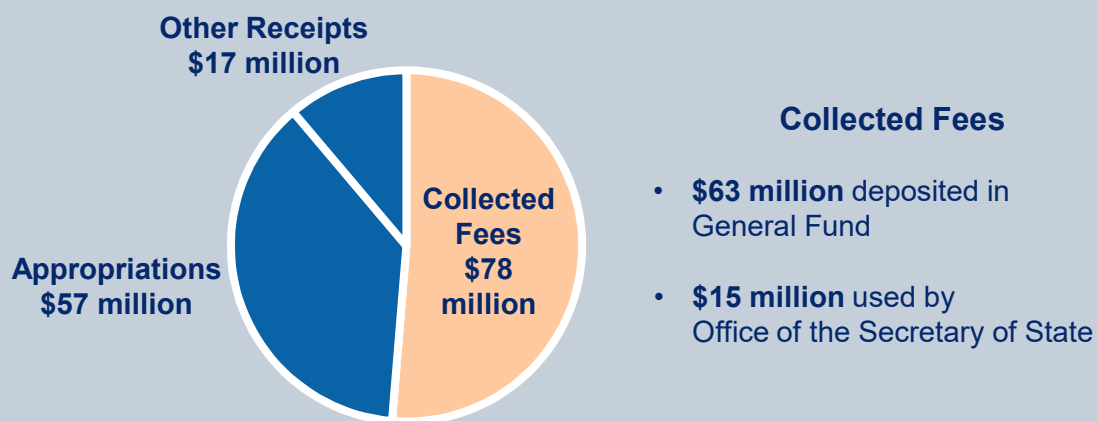
Objectives

Did the Office of the Secretary of State have adequate internal controls, comply with significant finance-related legal requirements, and resolve prior audit findings?

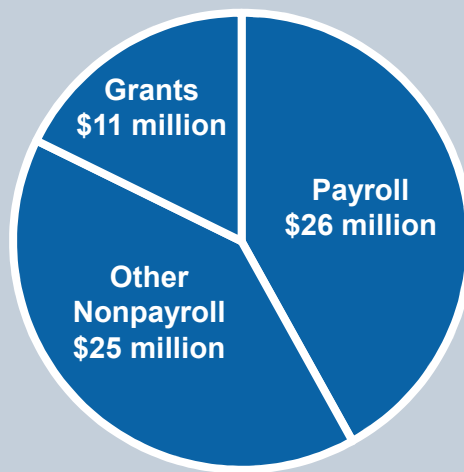
Scope

January 1, 2020 – December 31, 2022

Funding Sources



Expenditures




Audit Results

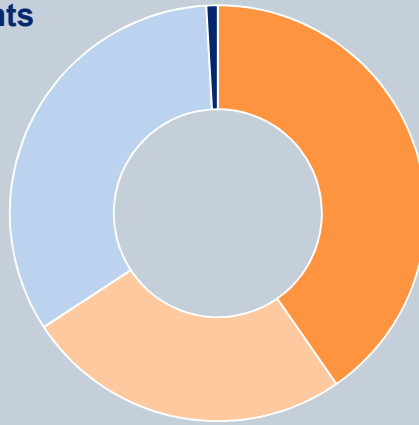
- Generally complied with significant finance-related legal requirements
- Generally had adequate internal controls
- No issues within most areas
- Resolved all four findings from prior audit report
- One report finding related to grants monitoring

Grants Overview

State-Funded Grants


 Voting Equipment
\$3.8 million

 Ballot Drop Box
\$0.1 million



Federal-Funded Grants

 CARES Act – COVID-19 Response
\$4.6 million

 HAVA – Election Security
\$2.9 million

Grants Overview

- 313 grants totaling \$11.4 million
- Most were advance payments
- All grantees were political subdivisions
- State law requires monitoring after distribution

Inadequate Monitoring of Grants and Noncompliance with State Law (pp. 23-24)

Result:

- 15 of 41 grants did not have invoices or receipts

Effect:

- Potential grantee noncompliance

Contributing Factors:

- No policies or procedures
- Inconsistent requirements for grantees

Recommendations

- Establish grants monitoring policies and procedures
- Clarify grantee requirements
- Review support for all grants

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State of Minnesota
11