

For: State and County Offices

Information for States With Targeted Counties

Approved by: Deputy Administrator for Field Operations



1 Overview

A Background

The Secretary was required by law in the Farm Security and Rural Investment Act of 2002 to publish "Proposed Uniform Guidelines for Conducting Farm Service Agency County Committee Elections". The Secretary published the uniform guidelines which took effect on August 17, 2004. The uniform guidelines stated that all voters shall mail or deliver ballots to the FSA State Office.

The Secretary's office has determined that for 2004 only the 300 targeted counties (listed in Exhibit 1) shall have ballots returned to the FSA State Office. All other counties shall have ballots returned to the respective County Office for 2004.

B Purpose

This notice provides guidance to those 300 targeted counties in entering their nominee and ballot information on the COC elections web site.

C Contact

If there are questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact 1 of the following DAFO staff members:
 - Ken Nagel at 202-720-7890
 - Zina Riley at 202-720-0258
 - Deborah Johnson at 202-720-0067.

Disposal Date February 1, 2005	Distribution State Offices; State Offices relay to County Offices
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2 Targeted County Office Action

A FSA-73-4, Letters of Congratulations

Letters of congratulations may now be sent to eligible nominees.

B Entering Nominee and Ballot Information

Targeted counties, as well as other counties, should now enter nominee and ballot information.

Follow 15-AO, paragraph 110 with the following exceptions.

- **Subparagraph B, step 5, Office Mail Delivery Address.** Enter “Farm Service Agency State Office”, followed by the address of the State Office.
- **Subparagraph B, step 7, Ballot Data.** The 300 targeted counties shall allow an additional week for counting. This makes the final date for counting ballots in those offices December 20, 2004.
- Counties will be notified when the Secretary has decided on additional nominees. The COC elections web site will be available for additions until October 1, 2004.

Note: In order for the Secretary to add names to the ballot for the targeted counties, an FSA-669A nomination form must be on file showing that each potential candidate is willing to serve on the County Committee.

C FSA-669B, Official Ballot, for Walk-in Requests

Maintain a supply of completed FSA-669B ballots to provide walk-in voters. Maintain an equal supply of FSA-73, FSA Ballot Return Envelope with Voter Certification on the Reverse (used with FSA-73E), with the State Office address pre-printed as the mailing address, as well as a supply of FSA 73E envelopes. Ensure that customers who request a walk-in ballot are informed of the need to sign the ballot return envelope in the designated area.

D Ballots hand delivered to County Offices

Ballots shall be placed in a sealed ballot box in the County Office.

Follow 15-AO, paragraph 124 to ensure appropriate handling of ballots.

E Record of Ballots

County Offices shall maintain a count of all ballots received from the State Office.

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3 State Office Action

A Collecting Ballots

State Offices shall do the following.

- Ballots mailed or delivered to the State Office will be accumulated in the State Office for each of the 300 targeted counties within the State, with each county and LAA kept separate. County and LAA numbers are printed on the outside of the return envelope for sorting.
- Ballots shall be delivered to the County Offices by an overnight delivery service to arrive the morning of the ballot counting. State and County Offices shall work together to determine the time of day and date to count ballots based on the overnight delivery schedule. Counting should not be scheduled earlier than ballots can arrive.
- State Offices shall maintain a count of all ballots received for each county.

Note: State Offices are not to determine eligibility of voters or tally votes. COC's and County Offices will make all eligibility and validity determinations.

Headquarter County Offices

State Name	Headquarter County Name
Alabama	Autauga
Alabama	Baldwin/Mobile
Alabama	Barbour
Alabama	Butler
Alabama	Coffee
Alabama	Conecuh
Alabama	Dale
Alabama	Dallas
Alabama	Elmore/Montgomery
Alabama	Fayette
Alabama	Greene/Sumter
Alabama	Hale
Alabama	Macon
Alabama	Marengo
Alabama	Monroe
Alabama	Perry/Bibb
Alabama	Pike/Bullock
Alabama	Russell
Alabama	Wilcox
Arizona	Apache
Arizona	Cochise
Arizona	Coconino
Arizona	Navajo
Arizona	Pima
Arizona	Pinal*
Arizona	Yuma
Arkansas	Chicot
Arkansas	Crittendon
Arkansas	Jefferson
Arkansas	Lee
Arkansas	Little River
Arkansas	Monroe
Arkansas	Phillips
Arkansas	Pulaski
Arkansas	St. Francis
California	Butte
California	Colusa
California	Contra Costa
California	Fresno
California	Glenn
California	Imperial
California	Kern
California	Kings
California	Los Angeles
California	Madera
California	Merced

Headquarter County Offices (Continued)

State Name	Headquarter County Name
California	Monterey
California	Riverside
California	Sacramento
California	San Benito
California	San Joaquin
California	San Luis Obispo
California	Santa Barbara
California	Solano
California	Stanislaus
California	Sutter
California	Tulare
California	Yolo
Colorado	Alamosa
Colorado	Conejos
Colorado	Costilla
Colorado	La Plata
Colorado	Las Animas
Colorado	Rio Grande
Florida	Alachua
Florida	Dade
Florida	Escambia
Florida	Gadsden
Florida	Hendry/Collier/Glades
Florida	Jackson
Florida	Jefferson
Florida	Palm Beach
Georgia	Baker
Georgia	Ben Hill
Georgia	Decatur
Georgia	Dooly
Georgia	Dougherty
Georgia	Early
Georgia	Greene
Georgia	Houston
Georgia	Lee
Georgia	Lowndes
Georgia	Macon
Georgia	Peach
Georgia	Pulaski
Georgia	Seminole
Georgia	Webster
Hawaii	Hawaii
Hawaii	Honolulu
Hawaii	Kauai

Headquarter County Offices (Continued)

State Name	Headquarter County Name
Hawaii	Maui
Idaho	Minidoka
Louisiana	Bossier
Louisiana	Caddo
Louisiana	DeSoto
Louisiana	East Carroll
Louisiana	East Feliciana
Louisiana	Franklin
Louisiana	Livingston
Louisiana	Natchitoches
Mississippi	Chickasaw
Mississippi	Choctaw
Mississippi	Claiborne
Mississippi	Clarke
Mississippi	Clay
Mississippi	Coahoma
Mississippi	Copiah
Mississippi	Covington
Mississippi	Grenada
Mississippi	Hinds
Mississippi	Holmes
Mississippi	Humphreys
Mississippi	Jasper
Mississippi	Jefferson Davis
Mississippi	Kemper
Mississippi	Lafayette
Mississippi	Lauderdale
Mississippi	Lawrence
Mississippi	LeFlore
Mississippi	Lowndes
Mississippi	Madison
Mississippi	Marion
Mississippi	Marshall
Mississippi	Monroe
Mississippi	Montgomery
Mississippi	Noxubee
Mississippi	Oktibbeha
Mississippi	Panola
Mississippi	Pike
Mississippi	Quitman
Mississippi	Rankin
Mississippi	Simpson
Mississippi	Sunflower
Mississippi	Tunica
Mississippi	Walthall
Mississippi	Warren

Headquarter County Offices (Continued)

State Name	Headquarter County Name
Mississippi	Washington
Mississippi	Winston
Mississippi	Yalobusha
Montana	Big Horn
Montana	Blaine
Montana	Glacier
Montana	Roosevelt
Nevada	Elko
New Mexico	Bernalillo
New Mexico	Chaves
New Mexico	Colfax
New Mexico	De Baca
New Mexico	Dona Ana
New Mexico	Eddy
New Mexico	Guadalupe
New Mexico	Harding
New Mexico	Luna
New Mexico	McKinley
New Mexico	Otero
New Mexico	Quay
New Mexico	Rio Arriba
New Mexico	San Juan
New Mexico	San Miguel
New Mexico	Santa Fe
New Mexico	Sierra
New Mexico	Socorro
New Mexico	Taos
New Mexico	Torrance
New Mexico	Valencia
New York	Genesee
North Carolina	Bertie
North Carolina	Brunswick
North Carolina	Caswell
North Carolina	Columbus
North Carolina	Duplin
North Carolina	Edgecombe
North Carolina	Granville
North Carolina	Halifax
North Carolina	Hertford
North Carolina	Hoke
North Carolina	Jones
North Carolina	Martin
North Carolina	Northampton

Headquarter County Offices (Continued)

State Name	Headquarter County Name
North Carolina	Robeson
North Carolina	Warren
North Dakota	Rolette
North Dakota	Sioux
Oklahoma	Atoka
Oklahoma	Bryan
Oklahoma	Cherokee
Oklahoma	Choctaw
Oklahoma	Craig
Oklahoma	Delaware
Oklahoma	Garvin
Oklahoma	Haskell
Oklahoma	Hughes
Oklahoma	Johnston
Oklahoma	LeFlore
Oklahoma	Mayes
Oklahoma	McCurtain
Oklahoma	Muskogee
Oklahoma	Nowata
Oklahoma	Okfuskee
Oklahoma	Okmulgee
Oklahoma	Osage
Oklahoma	Ottawa
Oklahoma	Pittsburg
Oklahoma	Pontotoc
Oklahoma	Pushmataha
Oklahoma	Rogers
Oklahoma	Wagoner
South Carolina	Aiken
South Carolina	Allendale
South Carolina	Bamberg
South Carolina	Barnwell
South Carolina	Calhoun
South Carolina	Charleston
South Carolina	Chester
South Carolina	Clarendon
South Carolina	Colleton
South Carolina	Darlington
South Carolina	Dorchester
South Carolina	Florence
South Carolina	Georgetown
South Carolina	Hampton
South Carolina	Jasper

Headquarter County Offices (Continued)

State Name	Headquarter County Name
South Carolina	Georgetown
South Carolina	Hampton
South Carolina	Jasper
South Carolina	Lee
South Carolina	Marion
South Carolina	Marlboro
South Carolina	Orangeburg
South Carolina	Sumter
South Carolina	Williamsburg
South Dakota	Bennett/Shannon
South Dakota	Dewey
South Dakota	Jackson
South Dakota	Mellette
South Dakota	Ziebach
Tennessee	Lauderdale
Texas	Atascosa
Texas	Bee
Texas	Bexar
Texas	Brazoria
Texas	Brooks
Texas	Burleson
Texas	Caldwell
Texas	Cameron
Texas	Chambers
Texas	Crockett
Texas	Dimmit/Zavala
Texas	Duval
Texas	El Paso
Texas	Fort Bend
Texas	Freestone
Texas	Frio
Texas	Goliad
Texas	Guadalupe
Texas	Harris
Texas	Harrison
Texas	Hidalgo
Texas	Houston
Texas	Jim Wells
Texas	Kleberg
Texas	La Salle
Texas	Limestone
Texas	Live Oak
Texas	Medina

Headquarter County Offices (Continued)

State Name	Headquarter County Name
Texas	Nueces
Texas	Presidio
Texas	Reeves
Texas	Rusk
Texas	San Patricio
Texas	Smith
Texas	Starr
Texas	Travis
Texas	Uvalde
Texas	Val Verde
Texas	Waller
Texas	Webb
Texas	Willacy
Texas	Wilson
Texas	Zapata
Virginia	Accomack
Virginia	Brunswick
Virginia	Charlotte
Virginia	Dinwiddie
Virginia	Greensville
Virginia	Halifax
Virginia	Isle Of Wight
Virginia	Lunenburg
Virginia	Richmond
Virginia	Southampton
Washington	Ferry
Washington	Yakima
Wyoming	Fremont