

Accessing the Elections Management & Reporting System (EMR)

Hover your cursor over “Elections & Voting” and select “Election Funds Management”

The screenshot shows the Texas Secretary of State website. At the top left is the logo with a star and the text "Texas Secretary of State Jane Nelson". A search bar is in the top right. The main navigation menu includes "About SOS", "Elections & Voting", "Business Services", "Notary & Apostilles", "Rules & Meetings", "International Relations", and "Forms & Other Services". The "Elections & Voting" menu is open, listing: "VoteTexas.gov - Voter Information", "Voter Registration Resources", "Conducting Elections", "Candidate Information", "Officials and Officeholders", "Election Results", "Audit Program", "Training and Educational Resources", "Election Funds Management", and "Forms, Resources and Legal Library". An orange arrow points from the "Elections & Voting" menu item to the "Election Funds Management" option. Below the navigation is a large banner featuring a photo of the Texas State Capitol dome and a portrait of Secretary Jane Nelson. The banner text reads: "Welcome to the Texas Secretary of State" and "Whether you are filing a business, wish to learn more about voting, or need assistance with another service, the Texas Secretary of State is here to serve you."



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Election Funds Management

What is Election Funds Management?

Elections Funds Management is a section within the Elections Division which manages, processes and maintains three different election funding sources: Help America Vote Act (HAVA) grants, Voter Registrar's Chapter 19 and the Primary Finance funds.

- [Help America Vote Act \(HAVA\)](#)
- [Voter Registration \(Chapter 19 & VR Application Postage\)](#)
- [Primary Finance](#)

Contact Information

Mailing Address

Election Funds Management
Elections Division
Office of the Secretary of State

Click here to access
the Voter Registration
Page of our Website

Election Funds Quick Links

[Help America Vote Act \(HAVA\)](#)[Voter Registration Chapter 19](#)[Primary Finance](#)[Texas Election Code](#)[Texas Administrative Code](#)[Texas Legislature](#)[HAVA & Chapter 19 Funds
Travel Reimbursement
Information](#)

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Voter Registration (Chapter 19 VR Application Postage)

[Collapse All](#) | [Expand All](#)

VR Chapter 19 Funds

Disclaimer: *The legacy login has been retired and replaced with a new identify management tool. If you are a registered user but have not setup your account, you will be prompted to do so when you click the link below.*

- [VR Expense Reporting Online System](#)
 - [VR Expense Reporting Online System Instructions \(PDF\)](#)
 - [Travel Reimbursement Information](#)
- [Guidelines](#)
- [Chapter 19 Funds Defined](#)

Click here to access
the Elections
Management and
Reporting System

Forms

VR Application Postage

Legal References

- [Election Code \(Chapter 19\)](#)
- [Chapter 19 Rules \(Texas Administrative Code, Chapter 81, Subchapter A\)](#)

Election Funds Quick Links

[Help America Vote Act \(HAVA\)](#)

[Voter Registration Chapter 19](#)

[Primary Finance](#)

[Texas Election Code](#)

[Texas Administrative Code](#)

[Texas Legislature](#)

[HAVA & Chapter 19 Funds
Travel Reimbursement
Information](#)



Elections Management & Reporting System – emr.sos.texas.gov



Use a registered account to log in.

Email

Password

Remember me?

Log in

[Register as a new user](#)

[Forgot your password?](#)

Click on “Register as a new user” if it’s your initial setup or “Forgot your password” if you’ve already registered and don’t know your password.

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If you get the following error message when registering as a new user, contact the EFM staff at:

EFMadmin@sos.Texas.gov
512-463-5966

Create a new account.

The email address you entered is not pre-registered with SOS. Please confirm the email address.

Email

name@name.com

Password

Confirm password

Register

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Elections Management and Reporting

Chapter 19 and VR Postage Funding

Enter and examine expense
information here.

Expense Reporting »

Select “Expense Reporting” to
submit a reimbursement request

Business Reply 4511 Permit



Section 13.121 of the Texas Election Code requires official voter registration applications be mailed in a business reply postcard, with postage paid by the state.



The Code also requires SOS to obtain a Business Reply Mail (BRM) permit, which is renewed annually, from the US Postal Service for the use of the postage-paid applications.



Business Reply 4511 Permit

All counties are authorized to utilize the 4511 permit to receive Voter Registration applications.

High volume counties are based on statistics from the most recent like voting year.

Account Maintenance fee paid by SOS for High Volume Counties

Less than 925 pieces will use Basic Business Reply Account

925 or more pieces will qualify for high volume

Checks will be mailed to counties but made payable to postmaster



Business Reply 4511 Permit

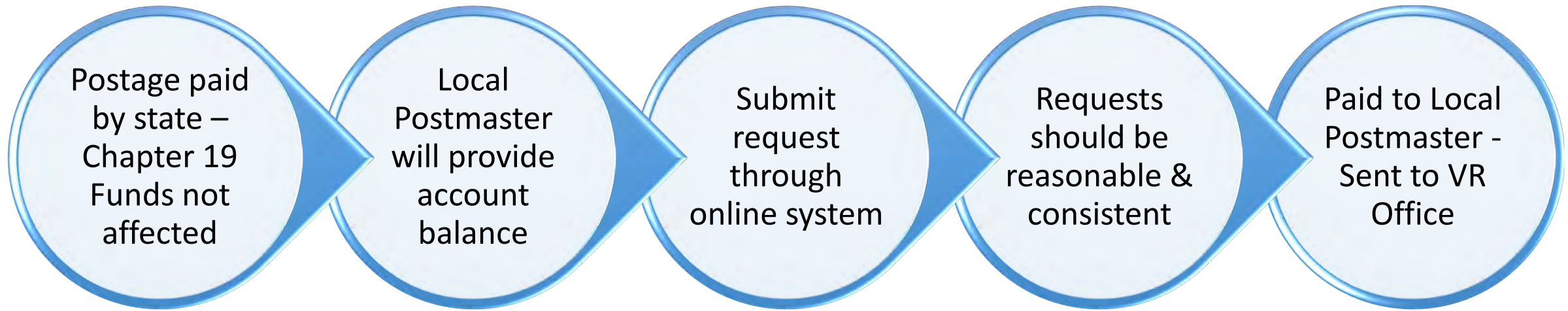
Early Fall SOS will run report in TEAM to determine how many applications were received by mail in each county for the previous calendar year.

November SOS will renew the 4511 permit, email counties a copy with the authorization memo and mail checks to counties qualifying for “high volume” postage rate.

December Counties will present authorization memo to postmaster showing the renewal of 4511 permit. “High Volume” counties will also present Account Maintenance Fee.



Requesting Postage for 4511 Permit



USPS Enterprise Payment System Account

- The Enterprise Payment System (EPS) allows customers to pay for Postal products and services through a single account, called the Enterprise Payment Account (EPA).
- If the county creates an account, VR postage warrants from the state should be deposited into that account.



Enterprise Payment System (EPS) Account Creation Fact Sheet

Source: <https://postalpro.usps.com/node/11840>

Contact Election Funds Management



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