Welcome!

The EAC 2024 Election Security funding session will begin shortly. Today’s webinar will be recorded.

Please stay on mute. Thank you!
EAC Office of Grants Management Personnel

- Risa Garza, Grants Director, EAC
- Arielle Augustyn, Senior Grants Management Specialist, EAC
- Summer Hirschfield, Grants Management Specialist, EAC
- Tina Bateman, Grants Management Specialist, EAC
- Sammi Cordova, Grants Management Specialist, EAC

April, 2024
Agenda

Available Funds
Eligible Applicants
Match
*Award & Application Process
Disbursement
Allowable Uses
Reporting Requirements
GLAS Correspondence & Award Navigation
Resources
Q&A

*Updated Process for FY24
2024 Available Funds

The Consolidated Appropriations Act of 2024 provides $55 million to the EAC, under Title I Section 101 of HAVA to make grant funds available to states using the voting age population formula in Section 101 of HAVA.

Minimum Payments
The minimum requirement for territories is $200,000 and for states is $1,000,000.
Formula Funding - Eligibility

Awards will be made to the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, and the Commonwealth of the Northern Mariana Islands (herein referred to as “the states”). The states may re-grant/distribute funds to local election districts/offices at their discretion.

Awards to states that are delinquent on any EAC grant requirements across the HAVA portfolio will be prohibited from spending until the state has resolved the outstanding compliance requirements.
Matching Requirement

Per HAVA Section 104(d) cash match must be deposited in the state election fund. In-kind match must be tracked in the same manner as cash contributions should be reported under the Recipient Share on the annual EAC Federal Financial Report.

State and local funds used for match must be different from funds used to meet Maintenance of Effort or state match associated with HAVA 251 Requirement Payments.

Match expenses related to the award must occur after the award start date.

American Samoa, Guam, the U.S. Virgin Islands, and the Northern Mariana Islands are exempt from the match requirement.

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<tr>
<th>MATCH REQUIRED</th>
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<td>20% of Federal Award</td>
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<tr>
<td>2 Years to Make Match Funds Available from Disbursement Date ~ March 2026</td>
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<td>Full Grant Period to Expend</td>
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Award Details

- Funds are available as formula, non-competitive grants.

- Expenses can be incurred against the grant from March 24, 2024, onward.

- Like previous funding years, states will submit an award packet that includes:
  - Terms & Conditions
  - State Certification Letter
  - Budget
  - Narrative
Application Process

Award packets with templates, documents, and full instructions will be emailed to grantees the week of April 8th (pending external agency approval).

All templates, training, and instructions for ES FY24 will also be on the EAC website at: https://www.eac.gov/grants/election-security-funds

All completed award documents will be returned via email to grants@eac.gov

Your assigned grants specialist will review your documents and respond through email with any revisions, clarifications, and approval.
Application Process Details

- The state request letter and signed terms & conditions are required to receive your award.

- Spending FY24 funds can begin when all documents, including the budget and narrative, are approved by the EAC.

- The narrative should provide an overview of new/continued activities supported by FY24 funding.

- The budget worksheet should be cumulative for all five funding years (‘18 through ‘24).

- Budget revision requests for funding from previous years may be noted in the FY24 narrative and incorporated into the FY24 budget worksheet.
Application Process Due Dates

<table>
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<th>Due April 19th</th>
<th>Due May 6th</th>
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<tr>
<td>1. State Request Letter</td>
<td>3. Program Narrative</td>
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<td>2. Terms and Conditions Certificate</td>
<td>4. Budget Worksheet</td>
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Please email your State Request Letter and signed Terms & Conditions to grants@eac.gov by **Friday, April 19, 2024**.

Detailed guidance on the development of the program narrative and budget will be emailed the week of **April 8th, 2024**. The deadline for submission of the narrative and budget is **May 6, 2024**.

If you need an extension, please reach out to your assigned Grants Management Specialist or email grants@eac.gov before the due date(s).
Ensure your Unique Entity Identifier (UEI) and System of Award Management (SAM) account are accurate and up-to-date.

Your SAM account must be active before payment can be made. Accounts expire annually. More information can be found at http://www.sam.gov.

**Registration and reactivation in Sam.gov is always a cost free process!**

Reminders:
• Funds will be disbursed to state election accounts after the required award documents (state certification letter and terms & conditions) are received & approved by the EAC.

• All HAVA grant funds must be deposited in the interest-bearing state election fund per Section 104(d).
Allowable Uses of the Funds

Election Security grants are “for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, 104 of HAVA.”

Consistent with provisions in HAVA Section 101, states have discretion upon expenditures within the general categories. The EAC requires a budget projecting the use of the funds, however, states can request a budget amendment to add categories not originally anticipated and/or a move of 10% or more between categories.

Please see our Frequently Asked Questions and Grants Guidance sections on the EAC website for more guidance on the use of funds. You can also reach out to grants@eac.gov if additional clarification is needed.
Quarterly Reporting
Per the Appropriations Act, Federal Financial Reports are due each quarter 30 days after the end of the quarter ending December 31, March 31, and June 30.

Annual FFR and progress reports are due 90 days after September 30 on December 29. The EAC maintains the discretion on oversight and reporting frequency is subject to change as needed.
EAC Grants Specialists will upload approved FY24 award documents into GLAS, on grantee’s behalf, using the forum/correspondence feature. Grantees will receive an email notification alert when a forum post is created.
If you do not receive an email notification that your award documents are in GLAS, you may look for forum posts/correspondence anytime by navigating to **MY AWARDS**

**Reminder**: All FY24 ES award documents should be submitted to grants@eac.gov for review & approval
To view the uploaded FY24 application packet, navigate through the emailed hyperlink or awards menu, to find the Election Security Award. Click on the “EACELSEC18XX” hyperlink to continue.
Once within the Election Security Correspondence forum, you can:

- Click to view attached documents
- Download attached documents
- Review and read responses
- Reply to the post
- Upload additional documents

Detailed video tutorials on GLAS “Correspondence and Forum Overview” and “Receiving FY24 ES Award Documents” may be found by visiting: https://www.eac.gov/grants/election-security-funds
Resources

General Questions & Suggestions
Email: grants@eac.gov


EAC GLAS Training & Guidance: https://www.eac.gov/grants/eac-glas


Help with GLAS
Email: glashelp@eac.gov
THANK YOU

Questions?