



DISTRICT OF COLUMBIA  
**BOARD OF ELECTIONS**  
WASHINGTON, D.C. 20003



**PROGRAM NARRATIVE SUMMARY OF THE USE OF 2018 HAVA ELECTION SECURITY GRANT**

**Submitted To:** U.S. Election Assistance Commission

**Purpose:** As authorized under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA) and provided for in the Consolidated Appropriations Act, 2018 (Public Law 115-141), the purpose of this award is to “improve the administration of elections for Federal office, including to enhance election technology and make election security improvements” to the systems, equipment and processes used in federal elections.

This report reflects the proposed use of the HAVA Election Security Grant.

**OPERATING ACTIVITIES AND PROPOSED USE OF HAVA FUNDS**

**VOTING EQUIPMENT REPLACEMENT AND UPGRADES..... \$1,500,000.00**

**a. Purchase of Election Systems & Software (ES&S) accessible Express Vote Ballot Marking Devices/Precinct Scanners**

The District of Columbia Board of Elections (BOE) is requesting the use of the HAVA grant to increase the number of accessible Express Vote ballot Marking Devices in each voting precinct by 2020, as well as acquire additional DS 200 Precinct Scanners to be distributed across our precincts on an as-needed basis.

The acquisition of additional voting equipment which uses cellular/modem connectivity will streamline the closing/tabulation process and allow for the wireless transmission of election results, as well as allow poll workers the ability to operate the voting equipment and close the polls at the end of the night, through an expedited process which will generate faster results of the election night totals.

**b. Voting equipment maintenance & support.....\$ 450,000.00**

The acquisition of additional voting equipment will require BOE to acquire a service and maintenance agreement. BOE would also need to purchase Port Cool fans for proper maintenance and protection of the equipment from dust and debris. This will keep the equipment operational which will extend the life cycle of the equipment.

**CYBER VULNERABILITIES ..... \$ 450,000.00**

The Board will seek to hire a full time Cyber Security expert /CIO to carry out the agency's operations effectively; to implement and establish cyber security best practices for election systems; security training; and to upgrade and monitor election related computer systems to address cyber vulnerabilities.

**TEMPORARY ELECTION WORKERS.....\$ 150,000.00**

Funding for additional poll workers, ADA Compliant workers & election technicians to work at the new Early Voting centers. BOE believes that voters will continue to seek out the opportunity to vote early. Expanding early voting centers is a crucial way to modernize the system. It adds important flexibility and convenience, reduces the administrative burdens of the Election day rush, keeps elections safe and secure, reduces stress on the voting systems on Election Day, improves poll worker performance, decreases lines on Election day and provides for greater access to voting and customer service.

**ELECTION OFFICIAL TRAINING ..... \$ 20,000.00**

The Board continues its commitment to providing significant resources towards the training for improving election staff performances. A knowledgeable election staff is as vital to the conduct of fair, open, and efficient elections as competent poll workers. Accordingly, several of the Board's full-time staff will attend election officials training including cyber security training at various seminars, workshops and conferences throughout the year.

**COMMUNICATION.....\$ 120,000.00**

**Continued Voter Education and Outreach and Poll Worker Recruitment & Training Efforts**

- a. Deploy Ward Outreach Coordinators throughout the District of Columbia to raise awareness about voter registration, upcoming elections, voting equipment, and the opportunity to serve as poll workers.
- b. BOE plans to better advertise the primary and general elections to the electorate, and specifically for communities that are not particularly knowledgeable about elections. The Board's Voter Education and Outreach Division (VEOD) teams will target local public, private and charter high schools to encourage District students to participate in the election process, to work in the precincts on Election Day and to see the importance of civic engagement first hand.
- c. To create and implement online training modules for use by the poll worker training division during upcoming elections. If funds allow, BOE would like to

supplement training with online courses tailored to each election worker position and the Ward Coordinator program.

- d. Language Access; Polling place accessibility. BOE will spend considerable time and resources to ensure accessibility at all of its polling locations. BOE will need to collaborate with other district agencies and disability rights organizations to assist in surveying and addressing the accessibility concerns in the polling sites. BOE would like to expand translation services and the printing of vital election documents to individuals who are limited and Non-English proficient.

As the nation’s capital, the District of Columbia is a hub for immigration. Many of the constituents are foreign-born, and they come from countries all around the world. As a result, district agencies encounter a wide variety of languages, with the top six being Amharic, Chinese, French, Korean, Spanish and Vietnamese. BOE would like to make vital election documents available in all of their threshold languages.

**LEVERAGE TECHNOLOGY TO IMPROVE ALL ASPECTS OF VOTER REGISTRATION AND ELECTION ADMINISTRATION**

**DIGITIZATION OF VOTER REGISTRATION RECORDS.....\$ 270,000.00**

BOE will continue to intensify its efforts to improve the Voter Registration Database and streamline its operations to ensure a clean and accurate voter registration list. The Board’s voter registration database will be replaced during FY 19 and the voter registration cards, (about 1 million) which contain Personally Identifiable Information (PII) will need to be digitized for space and security purposes. HAVA funds will assist with this project.

**INSTALLATION OF TABLETS AT DISTRICT’S VOTER REGISTRATION AGENCIES..... \$ 10,000.00**

BOE would like to install tablets at the District’s Voter Registration Agencies (VRA) loaded with the mobile registration application at the counters of certain voter registration agencies to facilitate increased-and electronic- registration at these locations. BOE expects that the successful deployment of such an initiative would result in both an increase in voter registration at VRAs, and the collection of more accurate voter registration data.

**DEMOCRACY LIVE.....\$ 30,000.00**

BOE would like to provide an accessible, audio-enabled sample ballot and voter guide lookup tool for the District of Columbia registered voters to use during the election cycle. The accessible sample ballot and voter guide will be multilingual, and compatible with all major screen readers, tactile switches, closed captioning and sip-and-puff systems. The site will be accessed by any voter from any device through any web browser.

**2018 HAVA ELECTION SECURITY GRANT**

**Budget Information**

Non-Construction Program

Name of Organization:

Budget Period Start:

**SECTION A - BUDGET SUMMARY**

Budget Period End:

**FEDERAL & NON-FEDERAL FUNDS (Match)**

BUDGET CATEGORIES	PROGRAM CATEGORIES					TOTALS	% Fed Total
	(a) Voting Equipment	(b) Election Auditing	(c) Voter Registration Systems	(d) Cyber Security	(e) Communications		
1. PERSONNEL (including fringe)	\$ 150,000.00			\$ 450,000.00		\$ 600,000.00	20%
2. EQUIPMENT	\$ 1,500,000.00					\$ 1,500,000.00	50%
3. SUBGRANTS- to local voting jurisdictions							
4. TRAINING					\$ 20,000.00	\$ 20,000.00	1%
5. All OTHER COSTS	\$ 450,000.00		\$ 310,000.00		\$ 120,000.00	\$ 880,000.00	29%
6. TOTAL DIRECT COSTS (1-6)	\$ 2,100,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,000,000.00	
7. INDIRECT COSTS (if applied)							0%
<b>8. Total Federal Budget</b>	\$ 2,100,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,000,000.00	
<b>9. Non-Federal Match</b>	\$ 150,000.00					\$ 150,000.00	
<b>10. Total Program Budget</b>	\$ 2,250,000.00		\$ 310,000.00	\$ 450,000.00	\$ 140,000.00	\$ 3,150,000.00	
<b>11. Percentage By Category</b>	70%	0%	10%	15%	5%		

Proposed State Match

A. Do you have an Indirect Cost Rate Agreement approved by the Federal government or some other non-federal entity?

If yes, please provide the following information:

B. Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy-mm/dd/yyyy):

C. Approving Federal agency:

D. If other than Federal agency, please specify:

E. The Indirect Cost Rate is: