

SECRETARY OF STATE
STATE OF LOUISIANA

R. KYLE ARDOIN
SECRETARY OF STATE

P.O. BOX 94125
BATON ROUGE, LA 70804-9125
225.922.2880



June 27, 2018

Mr. Brian Newby, Executive Director
U.S. Election Assistance Commission
1335 East-West Highway, Suite 4300
Silver Spring, MD 20910

RE: 2018 HAVA Election Security Grant - State of Louisiana.

Dear Mr. Newby:

The purpose of this letter is to certify that the State of Louisiana will use the funds provided under the Notice of Grant Award, Agreement #LA18101001, for activities consistent with the laws described in Section 906 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is 136983835 and the signed Certification Regarding Lobbying is enclosed.

We are requesting \$5,889,487 at this time. The Program Narrative which sets forth how the State of Louisiana will use the funds and the Budget Worksheet are also enclosed.

If you have any questions about this request, please contact Melissa Thibodeaux, Budget Analyst, at 225-362-5144 or melissa.thibodeaux@sos.la.gov.

Sincerely,



R. Kyle Ardin
Secretary of State
State of Louisiana

CC: Mark Abbott, Director of Payments and Grants



DEPARTMENT OF STATE

**HELP AMERICA VOTE
ACT OF 2002**

As required by Public Law 107-252

**2018
HAVA
ELECTION
SECURITY
GRANT**

**PRESENTED TO:
THE UNITED STATES ELECTION
ASSISTANCE COMMISSION**

**R. Kyle Ardoin
Secretary of State
June 27, 2018**

STATE OF LOUISIANA

2018 HAVA ELECTION SECURITY GRANT FUNDS PROGRAM NARRATIVE

I. AMOUNT OF AWARD AND MATCHING COMMITMENT:

Pursuant to the provisions of the Consolidated Appropriations Act of 2018, the State of Louisiana will receive \$5,889,487 in federal funds through the United States Election Assistance Commission to improve the administration of elections for Federal office, including to enhance election technology and making election security improvements as authorized under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA). The State of Louisiana is required to provide \$294,474 in State General Funds as the match for the 2018 HAVA Election Security Grant Funds.

In Louisiana, the Secretary of State is the Chief Election Officer of the State of Louisiana and the Department of State administers all election functions, including but not limited to, the following: 1) acquiring the voting equipment (hardware/software/firmware); 2) programming the voting equipment; 3) preparing ballots; 4) draying and storing voting equipment; 5) training election officials on the use of the voting equipment; and 6) assisting in the tabulating of votes by the parish boards of election supervisors. Louisiana is committed to providing an accurate, efficient, and technologically advanced election system to its constituents. As such, the Department of State (Department) recently invested approximately \$500,000 in self-generated funds to jump-start voting technology efforts at the local level, including the provision of secure laptops for vote tabulation and additional cybersecurity measures at the offices of the Registrars of Voters.

II. TIMEFRAME FOR USE OF FUNDS:

The Department will use the 2018 HAVA Election Security Grant Funds in the amount of \$5,889,487 and the state match of the federal funds in the amount of \$294,474 to help fund the acquisition through purchase or closed-end lease of a new electronic voting system for use in the State of Louisiana. The timeframe for the use of the funds will be July 1, 2018 through March 22, 2023.

III. IMPROVEMENTS/ACTIVITIES - VOTING EQUIPMENT REPLACEMENT AND UPGRADES:

A Request For Proposal (RFP) for the acquisition of a new voting system for use in the State of Louisiana was issued and posted on March 27, 2018. The scope of the RFP is to provide a turnkey project through purchase or a closed-end lease for absentee by mail voting, early voting, and election day voting with all associated applications/systems for ballot preparation, programming, testing and vote tabulation. Implementing a new voting system in the State of Louisiana will require planning, design, configuration, problem

resolution, development, analytical, hardware/software/firmware installation, training, implementation, customization and support services.

Due to the scope and complexity of the acquisition through purchase or closed-end lease of the new voting system, the Department plans to use a multi-phase approach. The Department has specified the proposed number, makeup, and sequence of the implementation plan to be as follows for the proposed phases which is based on available funding from the State of Louisiana:

Phase One includes the following:

Install 1: Installation of central system on the Department's servers in Baton Rouge, set up of the programs and databases for use in programming paper ballots and early voting system ballots by the Department of State and training of all Department programmers three months prior to March 30, 2019. For payment terms, the Department must formally accept the system, programs, databases, and completion of training satisfactory to the Department. This phase should be no greater than 10% of the total cost.

Install 2: Delivery, acceptance, removal of present equipment and installation of new absentee by mail voting system and early voting system and all component parts for full and complete operation in a minimum of five (5) parishes, including all training for the March 30, 2019 election, which early voting period begins March 16, 2019. Parish implementations to be determined by the Department in clusters of five (5) until all parishes are fully implemented throughout the state for elections to be held in the fall of 2021, provided funding is available from the State of Louisiana. This phase should be no greater than 100% of the total cost minus the Phase Two cost. Payment will be based upon the number of units deployed and formally accepted in the specified parishes and the successful completion of all contract deliverables.

Phase Two includes the following:

Install 1: Installation of central system on the Department's servers in Baton Rouge, set up of the programs and databases for use in programming for the Election Day voting system by the Department of State and training of all Department programmers on an estimated date of May 13, 2019, unless already installed and trained during Phase One. For payment terms, the Department must formally accept the system, programs, databases and completion of training satisfactory to the Department. This phase should be no greater than 10% of the total cost.

Install 2: Delivery, acceptance, removal of present equipment and installation of new Election Day voting system and all component parts for full and complete operation in a minimum of five (5) parishes, including all training for the October 12, 2019 election. Parish implementations to be determined by the Department in clusters of five (5) until all parishes are fully implemented throughout the state for elections to be held in the fall of 2021, provided funding is available from the State of Louisiana. Parish

implementations to begin on an estimated date of May 13, 2019. This phase should be no greater than 100% of the total cost minus the Phase One cost. Payment will be based upon the number of units deployed and formally accepted in the specified parishes and the successful completion of all contract deliverables.

Pursuant to the provisions of R.S. 18:1361 and LAC 31:III.Chapter 3, the Department shall certify all voting equipment used in the State of Louisiana. In addition, any electronic voting machine procured or used in Louisiana must have been certified according to the voluntary voting system guidelines developed and maintained by the United States Election Assistance Commission by a voting system test laboratory accredited by the United States Election Assistance Commission.

BUDGET WORKSHEET AND CERTIFICATION REGARDING LOBBYING:

The budget for the 2018 HAVA Election Security Grant Funds and the Certification Regarding Lobbying are attached hereto.

2018 HAVA ELECTION SECURITY GRANT

Budget Information

CFDA # 90.404

Non-Construction Program

Name of Organization: State of Louisiana - Department of State

Budget Period Start: 3/23/2018

Budget Period End: 3/22/2023

SECTION A - BUDGET SUMMARY FEDERAL & NON-FEDERAL FUNDS (Match)

*(Consolidated Budget for total project term--
up to 5 years as defined by grantee)*

PROGRAM CATEGORIES

| BUDGET CATEGORIES | (a) Voting Equipment | (b) Election Auditing | (c) Voter Registration Systems | (d) Cyber Security | (e) Communications | (f) Other | (g) Other | TOTALS | % Fed Total |
|---|----------------------|-----------------------|--------------------------------|--------------------|--------------------|-----------|-----------|-----------------|-------------|
| 1. PERSONNEL (including fringe) | | | | | | | | \$ - | 0% |
| 2. EQUIPMENT | \$ 5,889,487.00 | | | | | | | \$ 5,889,487.00 | 100% |
| 3. SUBGRANTS- to local voting jurisdictions | | | | | | | | \$ - | 0% |
| 4. TRAINING | | | | | | | | \$ - | 0% |
| 5. All OTHER COSTS | | | | | | | | \$ - | 0% |
| 6. TOTAL DIRECT COSTS (1-6) | \$ 5,889,487.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,889,487.00 | |
| 7. INDIRECT COSTS (if applied) | | \$ - | | | | | | \$ - | 0% |
| 8. Total Federal Budget | \$ 5,889,487.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,889,487.00 | |
| 11. Non-Federal Match | \$ 294,474.00 | | | | | | | \$ 294,474.00 | |
| 12. Total Program Budget | \$ 6,183,961.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,183,961.00 | |
| 13. Percentage By Category | 100% | 0% | 0% | 0% | 0% | 0% | 0% | | |

Proposed State Match 5.0%

A. Do you have an Indirect Cost Rate Agreement approved by the Federal government or some other non-federal entity? No

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:

To: US Election Assistance Commission

**Certification Regarding Lobbying
Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that: (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

R. KYLE ARDOIN
NAME

SECRETARY OF STATE
TITLE

LOUISIANA DEPT OF STATE
ORGANIZATION


SIGNATURE


DATE

ii) Recipient integrity and performance matters. If the total Federal share of the Federal award may include more than \$500,000 over the period of performance, the Federal awarding agency must include the term and condition available in Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters. See also 2 C.F.R. §200.113 Mandatory disclosures.