



New Mexico  
2018 HAVA Election Security Grants  
Program Narrative

Submission Date: August 24, 2018

Version: 2.0

**Revision History**

<b>Revision Number</b>	<b>Date</b>	<b>Updates</b>
1.0	July 16, 2018	Original Submission
2.0	August 24, 2018	Budget Update

## **Introduction**

The Consolidated Appropriations Act of 2018 was passed by Congress in March 2018 which includes \$380 million in non-competitive grants to states for the purpose of implementing election security measures. New Mexico received its authorized share of the funds in the amount of \$3,699,470 and, like other states, is required to make a 5% match within two years of receiving the funds. The Office of the Secretary of State intends to request a special appropriation in the state's fiscal year 2020 in order to meet the match obligation total of \$184, 973 which brings the total award amount to \$3,884,443.

The federal funds must be used within five years, with a deadline for expenditure in March 2023. New Mexico intends to expend a portion of the funding for immediate improvements prior to the 2018 General Election, while the remainder will be used on activities extending to the five year expiration deadline. A majority of the funds will be used on initiatives that will directly benefit New Mexico counties with a focus on supporting county needs for equipment and other improvements.

## **Voting Equipment Replacement & Upgrades**

New Mexico is statutorily required to utilize paper ballots for all elections. These ballots are counted by precinct based optical scan tabulation systems which were purchased in 2014. While these systems are relatively new and still in use, needs have arisen in some counties to purchase additional units or upgrade to a more robust system due to the recent adoption of voting convenience centers. To accommodate these needs, New Mexico intends to purchase additional optical scan tabulation systems that are certified for use within the state and include security features such as ballot image capture and auditing capabilities.

Estimated costs for the purchase of optical scan tabulation systems to be deployed to county election officials is \$935,000 which includes a trade in of lower model tabulators to ensure cost savings and equipment utilization are maximized. The state anticipates completing this procurement effort prior to the 2018 General Election.

## **Election Auditing**

New Mexico was the first state to adopt risk limiting audits which were implemented for the first time in the 2010 General Election. The audit technique outlined in New Mexico's election code is well suited to the state's paper ballot voting method and the audit is overseen by an independent audit firm which ensures a high level of confidence in the accuracy of the final vote tally. Since New Mexico has already implemented sufficient election auditing no grant funds are expected to be utilized in this category.

## **Voting Registration Systems and Management**

New Mexico implemented a new voter registration system in December 2017 which includes multi-factor authentication and robust access audit capabilities. The state plans to continue work on this system including improvements that will provide more robust list maintenance functionality as well as a conversion to a geographic information system (GIS) based addressing system for more accurate jurisdictional and precinct mapping. New Mexico also intends to complete an analysis of the full voter registration database street file to ensure the accuracy of voter placement in the correct jurisdictional districts. Costs for these efforts are \$300,000 in professional services costs and will be incurred after the 2018 General Election.

Additionally, New Mexico plans to continue security improvements associated with the voter registration system in calendar years 2018 - 2019 to include the setup of a secondary site for disaster recovery and business continuity purposes. This solution will also include an investment in modern intrusion detection

systems and the establishment of additional cybersecurity best practices for election systems. The estimated federal funds that will be utilized to complete this effort is \$200,000 in equipment and professional services costs.

## **Cyber Vulnerabilities**

### **Election Security Program**

New Mexico intends to fund a full time term position beginning in 2018 through the expiration of the federal funds in 2023 at an estimated cost of \$532,000 for salary and benefits to implement and manage a new Election Security Program within the Elections Division of the New Mexico Office of the Secretary of State. This position will be responsible for the development and implementation of effective policies and procedures and security best practices to safeguard sensitive data and election systems and protect against cyber vulnerabilities. This position is responsible for establishing and overseeing a security training program for state and local election officials and staff and establishing short and long range security strategies for election systems. This position will also develop risk assessment and monitoring strategies to aid county offices in securing their systems and networks. Other costs associated with the Election Security Program for program operational expenses and professional services associated with cyber improvement efforts overseen by this office is approximately \$967,470 to be utilized throughout the grant period.

### **County Security and Risk Assessments**

Under the oversight of the Election Security Program within the Office of the Secretary of State, the state proposes to develop and implement security risk assessments at the county level. The assessments will be intended to determine the security and vulnerability posture at the county level. The gathered information will aid the Election Security Program Manager in developing effective short and long range goals and strategies to address cyber vulnerabilities at a local level. The estimated cost of the security and risk assessments is estimated at \$352,000 and are estimated to begin in 2018 and continue, as needed, through the end of the grant period.

### **County System Upgrades**

As a result of the findings of the security and risk assessments conducted at the county level, the State intends to utilize federal funds to aid counties in mitigating cyber vulnerabilities. Specific upgrades are dependent upon the findings during the risk assessment period but may include upgrading from unsupported operating systems, replacing aging workstations, assisting with patch mitigation, or installing monitoring and automation tools to otherwise limit ongoing security risks. The estimated cost of county level system upgrades is \$500,000 and are expected in 2018 through the remainder of the grant period.

## **Training**

Ensuring state and county election officials and staff are properly trained on cybersecurity is a priority for New Mexico. HAVA funds will be utilized to provide an in depth training program for all staff with access to the election systems prior to the 2018 General Election. Additionally, the state intends to establish a web-based training program that must be completed by new state or county staff members prior to granting them access to the voter registration system. The cost of establishing this program is estimated at \$50,000 through the grant period.

# Communication

As part of the efforts of the newly established Election Security Program, New Mexico intends to improve and maintain a cyber incident communications plan and evaluate the feasibility of including regular table top exercises for further practice and preparation. The purpose of the plan is to ensure election officials are prepared to respond to and communicate about disasters prior to their occurrence. The plan will also help to ensure that communication protocols are established to keep impacted entities aware of pertinent details in the event of a cyber security incident. These costs are rolled into the costs above to support one full time employee acting as the Elections Security Program Manager.

# Other – Minority Language Accessibility

New Mexico proposes to use a portion of the allocated federal funds for voter education in areas such as voting procedures, voting rights, and voting technology. Educational efforts will include a focus on providing assistance to Native Americans, particularly individuals that may have a limited proficiency in the English language. The SOS has pledged to not only providing basic minority language assistance in these communities, but to close the participation gap that exists between rural, tribal voters and voters across the rest of the state by pursuing a robust voter education and outreach program in tribal areas, which make up roughly 10% of the state’s population. Federal funding will be allocated for the hiring of one full time term Native American Election Liaison and to subsidize the efforts and recommended improvements of the Native American Voting Task Force at an estimated cost of \$215,000 beginning in 2018 through the duration of the grant period.

2018 HAVA ELECTION SECURITY GRANT										
<b>Budget Information</b>							CFDA #90.404	Non-Construction Program		
Name of Organization:	New Mexico Office of the Secretary of State									
Budget Period Start:	3/23/2018	<b>SECTION A - BUDGET SUMMARY</b>				<i>(Consolidated Budget for total project term-- up to 5 years as defined by grantee)</i>				
Budget Period End:	3/22/2023	FEDERAL & NON-FEDERAL FUNDS (Match)								
PROGRAM CATEGORIES										
BUDGET CATEGORIES	(a) Voting Equipment	(b) Election Auditing	(c) Voter Registration Systems	(d) Cyber Security	(e) Communications	(f) Other - Minority Language Outreach	(g) Other	TOTALS	% Fed Total	
1. PERSONNEL (including fringe)			\$ -	\$ 532,000.00		\$ 124,384.00		\$ 656,384.00	18%	
2. EQUIPMENT	\$ 935,000.00		\$ 150,000.00	\$ 500,000.00				\$ 1,585,000.00	43%	
3. SUBGRANTS-to local voting jurisdictions								\$ -	0%	
4. TRAINING				\$ 50,000.00				\$ 50,000.00	1%	
5. All OTHER COSTS			\$ 350,000.00	\$ 967,470.00		\$ 90,616.00		\$ 1,408,086.00	38%	
6. TOTAL DIRECT COSTS (1-6)	\$ 935,000.00	\$ -	\$ 500,000.00	\$ 2,049,470.00	\$ -	\$ 215,000.00	\$ -	\$ 3,699,470.00		
7. INDIRECT COSTS (if applied)		\$ -						\$ -	0%	
<b>8. Total Federal Budget</b>	<b>\$ 935,000.00</b>	<b>\$ -</b>	<b>\$ 500,000.00</b>	<b>\$ 2,049,470.00</b>	<b>\$ -</b>	<b>\$ 215,000.00</b>	<b>\$ -</b>	<b>\$ 3,699,470.00</b>		
<b>11. Non-Federal Match</b>	<b>\$ 184,973.00</b>							<b>\$ 184,973.00</b>		
<b>12. Total Program Budget</b>	<b>\$ 1,119,973.00</b>	<b>\$ -</b>	<b>\$ 500,000.00</b>	<b>\$ 2,049,470.00</b>	<b>\$ -</b>	<b>\$ 215,000.00</b>	<b>\$ -</b>	<b>\$ 3,884,443.00</b>		
<b>13. Percentage By Category</b>	<b>25%</b>	<b>0%</b>	<b>14%</b>	<b>55%</b>	<b>0%</b>	<b>6%</b>	<b>0%</b>			
<b>Proposed State Match</b>	<b>5.0%</b>									
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:			No							
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:										