

**FEDERAL FINANCIAL REPORT**

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted <b>ELECTION ASSISTANCE COMMISSION</b>				2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) <b>AS20101001</b>			
3. Recipient Organization (Name and complete address including Zip code) <b>ELECTION OFFICE</b> <b>3970 TAFUNA AIRPORT ROAD, PAGO PAGO 96799, AS 96799</b>							
4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type	7. Basis of Accounting		
				<input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: <b>March 28, 2018</b>				9. Reporting Period End Date (Month, Day, Year) <b>September 30, 2020</b>			
To: <b>September 30, 2019</b>							
<b>10. Transactions</b>					Cumulative		
<i>(Use lines a-c for single or combined multiple grant reporting)</i>							
<b>Federal Cash (To report multiple grants separately, also use FFR Attachment):</b>							
a. Cash Receipts					\$1,200,000.00		
b. Cash Disbursements					\$1,200,000.00		
c. Cash on Hand (line a minus b)					\$0.00		
<i>(Use lines d-o for single grant reporting)</i>							
<b>Federal Expenditures and Unobligated Balance:</b>							
d. Total Federal funds authorized					\$1,200,000.00		
e. Federal share of expenditures					\$450,435.21		
f. Federal share of unliquidated obligations					\$735.26		
g. Total Federal share (sum of lines e and f)					\$451,170.47		
h. Unobligated balance of Federal funds (line d minus g)					\$748,829.53		
<b>Recipient Share:</b>							
i. Total recipient share required					\$0.00		
j. Recipient share of expenditures					\$0.00		
k. Remaining recipient share to be provided (line i minus j)					\$0.00		
<b>Program Income:</b>							
l. Total Federal share of program income earned					\$0.00		
m. Program income expended in accordance with the deduction alternative					\$0.00		
n. Program income expended in accordance with the addition alternative					\$0.00		
o. Unexpended program income (line l minus line m and line n)					\$0.00		
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:					\$0.00	\$0.00	\$0.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official				c. Telephone (Area code, number, and extension)			
<b>Saelua, Laloifi</b> <b>Grants Coordinator</b>				d. Email Address			
b. Signature of Authorized Certifying Official				e. Date Report Submitted (Month, Day, Year)			
<b>Saelua, Laloifi</b>				<b>January 5, 2021</b>			

Standard Form 425  
OMB Approval Number: 4040-0014  
Expiration Date: 02/28/2022

**Paperwork Burden Statement**

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 4040-0014. Public reporting burden for this collection of information is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Health & Human Services, OS/OCIO/PRA, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PRA Reports Clearance Officer

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(Additional Page)

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Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID : AS20101001

Recipient Organization : ELECTION OFFICE  
3970 TAFUNA AIRPORT ROAD, PAGO PAGO 96799, AS 96799

DUNS Number :

DUNS Status when Certified

EIN

Reporting Period End Date : September 30, 2020

Status :

Remarks :

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**Federal Agency Review**

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

# EAC Progress Report

Response ID:140 Data

## 1. Login

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Please enter your userword and password to begin the Progress Narrative. If you require assistance or have any questions, please contact [grants@eac.gov](mailto:grants@eac.gov)

## 2. Verification

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## 3. EAC Progress Report

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### 1. State or Territory:

American Samoa

### 2. Grant Number:

AS18101001

### 3. Report:

Annual (Oct 1 - Sept 30)

### 4. Grant:

**Please select only one.**

Election Security

### 5. Reporting Period Start Date

10/01/2019

### 6. Reporting Period End Date

09/30/2020

### 7. DUNS/UEI:

### 8. EIN:

### 9. Recipient Organization:

#### Organization Name

American Samoa Election Office

**Street Address**

3970 Tafuna Airport Road

**City**

Pago Pago

**State**

AS

**Zip**

96799

## 4. Progress and Narrative

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### 10. Describe in detail what happened during this reporting period and explain how you implemented the approved grant activities.

The American Samoa Election Office saw many improvements during this reporting period. The Voter Registration System was not upgraded but improved with an extra layer of security and a greater storage capacity to prevent database overload thus causing the system to operate slower than normal. Four new workstations were installed for Voter Registration and better equipment such as ID cameras, signature pads and printers were upgraded. Extensive research was also conducted during this reporting period as to the implementation of the major phases that will take place in the full upgrade of the Voter Registration System. A specialized team of IT personnel were hired to conduct the assessment of the phases required to up conduct a full upgrade of the Voter Registration System without interruption to the Election Office's daily operation. Additional Personnel were contracted for a more secure and efficient election operation. Positions such as Security personnel and Outreach Specialists. Additionally, the latter part of the fiscal year of this reporting period observed a great many changes that the election operation needed to adapt to. Disabled Voters Assistance Initiative and the Outreach programs were still implemented in compliance with the American Samoa Governor's proclamation in the midst of Covid-19. Travel was suspended but the online training and zoom sessions that were available required additional purchases such as computer installments for cameras, headphones/speakers and microphones; all attachments that proved useful in the success of preparing for the 2020 General Election, and more importantly keeping American Samoa updated with the election related happenings in the United States. An increase in the broadband of our office's Internet speed was also required and upgraded for the purpose of staying in communication with our off-island correspondents without major connectivity interruptions. In conclusion, the American Samoa Election Office is grateful to the EAC for affording us the opportunity to not only improve but take more steps into progressing our operations for conducting secure and thorough elections in future.

### 11. Provide a timeline and description of project activities funded to meet HAVA requirements. Provide an analysis of how such activities conform to the submitted State Plan or Program Narrative as applicable.

October - December/January : Training and Travel - A few staff members traveled during this period for the purpose of attending trainings that would improve the quality of performance in service to the people of the territory when implementing the programs scheduled for the election year.

January-October: Major preparations for the election were underway. The Outreach program started in late January and continued throughout October. The Disabled Voting Assistance Initiative started in February and continued through October. From the start of the reporting period up until the end of the reporting period, upgrades and improvements were made to the Voter Registration system as previously described.

All these activities met and exceeded the goals set forth in the program narrative, beyond the satisfaction of the territory's leaders and the American Samoa Election Office.

### 12. Describe any significant changes to your program during the course of the project, or if the project was implemented differently than described in your original State Plan or Program Narrative.

**Otherwise enter - no significant changes during this period.**

During this reporting period, the territory of American Samoa as a whole saw a major improvement to the internet speed capabilities. The American Samoa Election Office was therefore able to explore better avenues with regard to communication, thus allowing for improvements in our office all around. The ripple effect of that concluded in an improvement to the program, and made the implementation and execution of the program easier to adapt to.

**13. Describe any favorable developments which enabled meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.**

**Otherwise enter N/A.**

N/A

**14. Report on the number and type of articles of voting equipment obtained with the funds. Include the amount expended on the expenditure table.**

**Otherwise enter - No articles of voting equipment purchased during this period.**

No articles of voting equipment purchased during this period

**15. Provide a description of any security training conducted and the number of participants.**

**Otherwise enter - no security training conducted during this period.**

In partnership with the local Office of Homeland Security, the Election Office upgraded the firewalls spyware software linked to the Election Office servers and training for maintenance and operation was conducted with both IT personnel. This training logged a number of 18 participants.

Security Operational training (3 in total) was conducted for the election office staff which logged the following number of participants.

SOP1 - 26

SOP2 - 31

SOP3 - 44

**16. Subgrants (if applicable):**

**Describe how you made funds available to local jurisdictions.**

**Provide a description of the major categories of subgrant activities local voting districts will accomplish with the funds.**

**Otherwise enter N/A.**

N/A

**17. Match (if applicable):**

**Describe how you are meeting the matching requirement.**

**Otherwise enter - match not required.**

Match not required

**18. Issues Encountered:**

**Describe all major issues that arose during the implementation of the project and the reasons why established goals were not met, if appropriate. Address each issue separately in its own section, and describe whether and how the issues were resolved. Also, briefly discuss the implications of any unresolved issues or concerns.**

Otherwise enter - no issues encountered.

No Issues Encountered

### 19. Upcoming Activities:

Provide a timeline and description of upcoming activities.

Upcoming activities included the implementation of the Voter Registration System final analysis followed by the beginning of Phase 1 of the full voter registration system upgrade. This is projected to begin in February, dependent upon the American Samoa borders opening. Operation at this time is limited to what is available to us locally. Due to Covid-19, the American Samoa territory's borders are currently closed.

## 5. Expenditures

### 20. Current Period Amount Expended and Unliquidated Obligations

#### GRANT COST CATEGORIES

	Federal	Match
Voting Equipment:		
Post-Election Auditing:	\$32,416.54	
Voter Registration Systems:	\$63,880.20	
Cyber Security:	\$44,207.98	
Communications:	\$37,682.85	
Total	\$178,187.57	

OMB CONTROL NUMBER: 3265-0020

## 6. Certification

Name and Contact of the authorized certifying official of the recipient.

**First Name**

Laloifi

**Last Name**

Saelua

**Title**

Grants Coordinator

Phone Number

Email Address

Signature of Certifying Official:



Signature of: Laloifi Saelua

### 7. Report Submitted to EAC



Thank you, your progress report has been submitted to EAC. Please keep the PDF download of your submission as grant record.