

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted ELECTION ASSISTANCE COMMISSION	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)
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3. Recipient Organization (Name and complete address including Zip code)
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4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual
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8. Project/Grant Period (Month, Day, Year) From: March 28, 2018 To: September 30, 2019	9. Reporting Period End Date (Month, Day, Year) September 30, 2021
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10. Transactions	Cumulative
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(Use lines a-c for single or combined multiple grant reporting)

Federal Cash (To report multiple grants separately, also use FFR Attachment):	
a. Cash Receipts	\$6,582,632.00
b. Cash Disbursements	\$2,154,109.58
c. Cash on Hand (line a minus b)	\$4,428,522.42

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	\$6,582,632.00
e. Federal share of expenditures	\$2,154,109.58
f. Federal share of unliquidated obligations	\$0.00
g. Total Federal share (sum of lines e and f)	\$2,154,109.58
h. Unobligated balance of Federal funds (line d minus g)	\$4,428,522.42

Recipient Share:	
i. Total recipient share required	\$851,189.00
j. Recipient share of expenditures	\$661,360.05
k. Remaining recipient share to be provided (line i minus j)	\$189,828.95

Program Income:	
l. Total Federal share of program income earned	\$127,547.69
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)	\$127,547.69

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Fixed	10	October 1, 2020	September 30, 2021	\$295,413.25	\$29,541.33	
	g. Totals:				\$295,413.25	\$29,541.33	\$0.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:
"Please provide the following information:

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 Swett, Nancy Business Systems Analyst II	c. Telephone (Area code, number, and extension)
b. Signature of Authorized Certifying Official Swett, Nancy	d. Email Address
	e. Date Report Submitted (Month, Day, Year) December 16, 2021

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

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID

Recipient Organization

DUNS Number

DUNS Status when Certified

EIN

Reporting Period End Date : September 30, 2021

Status : Awarding Agency Approval

Remarks : "Please provide the following information:

State interest earned (current fiscal year): \$0

State interest expended (current fiscal year): \$0

Program income earned (current fiscal year): \$0

Program income earned breakdown (current fiscal year): \$ N/A

Program income expended (current fiscal year): \$0

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Federal Agency Review

Reviewer Name

Phone #

Email

Review Date

Review Comments

2021-2022 EAC Progress Report

3. EAC Progress Report

1. State or Territory:

New Hampshire

2. Grant Number:

3. Report:

Annual (Oct 1 - Sept 30)

4. Grant:

Election Security

5. Reporting Period Start Date

10/01/2020

6. Reporting Period End Date

09/30/2021

4. Progress and Narrative

7. Describe in detail what happened during this reporting period and explain how you implemented the approved grant activities in accordance with your State Plan/Program Narrative. (Note: Your activities should align with your Grant Cost Categories Table.)

Voting Equipment and Processes - \$2,969: Refer to Title I Progress Report, Voting Equipment and Processes:

Voter Registration Systems - \$15,407: Refer to Title I Progress Report, Voter Registration Systems, and to Security Funds Progress Report, Voter Registration Systems.

Cybersecurity - \$62,192: Required multi-factor authentication for all statewide voter registration systems users. Rigorously updated and vetted documents of users. Trained cybersecurity in a wide variety of training formats. Staff vetted potential new technology for cybersecurity attributes and vulnerabilities.

Improving Administration of Elections - \$142,067: Conducted activities aimed at helping election officials to effectively manage federal/state elections and maintain voter confidence during the pandemic. This category included general security-related efforts other than cybersecurity. Refer to other responses in this progress report. The COVID-19 pandemic posed challenges to election officials and resulted in changes to protocols and variations on protocols that required more training on more subjects than in a atypical election cycle. Towns and cities encountered unexpected expenses due to, among other reasons,: (a) a sharp rise in the number of absentee ballots sent and processed, and (b) the cost of personal protective equipment (PPE) needed, and (c) the logistics of obtaining and using such PPE. The Secretary of State attempted to buffer the local impact of these increases in cost and effort by covering some of the costs of (a) obtaining PPE to create safe polling places to protect voters and election officials, and (b) sending and processing absentee ballots on schedule (paid for with HAVA CARES Act funds).

Enhancing Election Technology - \$72,779: Purchased and implemented laser printers to enable voters to mark pre-printed ballots that can be counted by the AccuVote ballot counting device and by hand counting method so that these ballots are not separated from other ballots in the counting process, thereby achieving better voter privacy: devoted staff time to implement an accessible vote-by-mail system enabling persons with print disabilities to vote absentee from a location of their choice using a ballot marking device to mark a paper ballot. This accessible vote-by-mail program required extra staff attention to ensure the eligibility of those using the system. Implemented 'Ask Alexa", a virtual assistant artificial intelligence technology developed by Amazon Web Services that is capable of voice interaction aimed at helping the general public obtain answers to typical voter questions.

Refer also to match expenditures in responses #12 and #15 herein.

8. Describe any significant changes to your program during the project, including changes to your original State Plan/Program Narrative or favorable developments that improved program efficiency and/or service delivery.

N/A

9. Issues Encountered:

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

The NH SoS encountered many issues prior to and following the November General Election in 2020. While it is difficult to provide a comprehensive response to this question, the following is a representative sample of issues encountered and the way in which they were addressed. The targeted training helped resolve these issues, particularly those issues associated with the pandemic. There is still work to be done in some of these areas.

- Needs of persons with print disabilities who wish to vote from home (or their location of choice): addressed by implementing accessible vote-by-mail option.
- Needs of persons with disabilities to vote privately and independently at the polls: addressed by purchasing and rolling out printers that would enable use of pre-printed ballot that would be indistinguishable from a regular ballot and would be read by an AccuVote optical scanner or hand counted just like other ballots used at the same polling place;
- Changes in protocols to enable safe elections for voters and election officials: addressed by training on pandemic-related protocols;
- Misinformation and disinformation: addressed by specific training focused on these problems;
- Higher local costs to send out and process returned absentee ballots: addressed by issuing sub-grants to towns and cities, relying on a sub-grant management contract with accounting firm oversight, using standard costs and separate training aimed at helping local jurisdictions obtain additional funds - paid for with HAVA CARES funds;
- Higher local costs and limited opportunities to purchase materials and equipment, often on a piecemeal basis: addressed by comprehensive state supply and distribution of personal protective equipment, coordinated with the Governor's Office and the National Guard and funded using the Governor's CARES grant;
- Line management issues: addressed by specific training on line management;
- Recent election law changes: addressed by specific election law training;
- Postponement of local elections: addressed by specific training on postponement of local elections;
- Intense election day activity at polling places with many voters: addressed by hosting discussion groups focusing on needs of high-volume polling places;
- COVID 19 pandemic: addressed by training focused on the range of issues generated by the pandemic;
- Cybersecurity challenges: addressed by cybersecurity courses, individual hands-on training/ training modules, and ongoing rigorous maintenance of multi-party authentication and user documentation;
- Law to enable pre-processing absentee ballots in 2020: addressed by training focused on implementing new law;
- Election night reconciliation of election results: addressed by specific training on election night reconciliation;
- Potential for conflict related to elections: addressed by de-escalation training and tactics;
- Confusion regarding multiple pandemic-related scenarios affecting voter intake at the polls: addressed by training focused on ballot clerk procedures;
- Answering basic questions from voters: addressed by implementing and regularly updating 'Ask Alexa' artificial intelligence voice interface with public.

Refer to other responses to questions in this Progress Report.

10. Provide a description of any training conducted, including security training.

The Secretary of State's Office conducted the following training:

- o September – December, 2020 - Available on-demand - webinar on de-escalation tactics
- o October – November, 2020 – On demand reconciliation training to help ensure votes, voters and ballots reconcile in preparing election returns
- o October – November, 2020 – On demand ballot clerk procedure training
- o October 6, 20, and 27, 2020, - Clerks' information sessions (Zoom)
- o October 8 and 22, 2020 – Moderator's information sessions (Zoom)
- o October 7 and 21, 2020 – Supervisors information sessions (Zoom)
- o October 28, 2020 – General informational session(s) for supervisors of the checklist and moderators
- o December 8 – 10, 2020 – Election debrief sessions for clerks, supervisors of the checklist, and moderators.
- o February 10 and 13, 2021 – Webinar on town/school/village /district meetings and deliberative sessions
- o February - April, 2021 - On-demand webinars preparing for town elections
- o February – September, 2021 – Ongoing vetting of authority, identification, RAE forms, initial cyber training for newly elected clerks and supervisors of the checklist
- o March 2, 2021 – NH Virtual Summit for Local Government on Managing Cybersecurity Risk
- o June 2, 9, 16 and 23, 2021 – Virtual clerk regional meetings, with Secretary of State presentations
- o July – September, 2021 – On-line cybersecurity training for users of statewide voter registration system
- o October, 2020 – September, 2021 - One-on-one ElectioNet training to replace ElectioNet Introductory Training, particularly aimed at recently appointed/elected supervisors of the checklist and clerks
- o April, 2021 – Training for 10-year verification of checklist
- o September 9, 2021 – Annual clerks conference; PowerPoint included cybersecurity training
- o September 10, 2021 – Annual clerks' conference: Right-to-know (state sunshine law) training for clerks

11. Subgrants:

Did your office provide subawards to local jurisdictions during this reporting period?

No

12. Match:

Describe how you are meeting or have met the matching requirement.

Voter Registration Systems - \$45,357: Project management for statewide voter registration system.

Cyber Security - \$137,664: Recorded Future web (including dark web) monitoring; Falcon endpoint protection; Splunk base configuration, data onboarding, dash boarding, cyber health activities; Proofpoint dynamic reputation, virus, spam, virus protection, zero-hour antivirus, email firewall, and imposter email protection.

Indirect costs - \$29,541: Modified Total Direct Costs multiplied by the de minimis 10% indirect cost rate allowed by the EAC. This fairly represented the minimum overhead that the state contributed to manage the Security funds portion of elections during the pandemic.

Improving Administration of Elections - \$26,551: Includes \$23,612 in 're-directed costs', an EAC-approved match source constituting the portion of senior staff time that was diverted to management of elections in a pandemic environment. Also includes \$2,939 in 'in-kind costs', another EAC-approved match source. The accounting firm, BerryDunn, contributed this amount in uncompensated effort, at market rates, to enable distribution of HAVA CARES Act funds to towns and cities for pandemic-related costs associated with additional absentee ballot processing.

Enhancing Election Technology - \$19,079: Monitors, cameras, laser printers, splitters and cords to enable recount participants to view ballots while remaining socially distanced.

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

N/A

5. Expenditures

14. Current Period Amount Expended and Unliquidated Obligations

GRANT COST CATEGORIES - FEDERAL

Voting Equipment and Processes: : \$2969
Post-Election Auditing: : \$0
Voter Registration Systems: : \$15407
Cyber Security: : \$62192
Voter Education/Communications: : \$0
Accessibility: : \$0
Staffing: : \$0
Training: : \$0
Subgrants: : \$0
Indirect Costs (If applicable, FFR Line 11): : \$0
Unliquidated Obligations (If applicable, FFR Line 10f): : \$0
Other (Specify below) : \$142067
Other (Specify below) : \$72779
Other (Specify below) : \$0
Total : \$295414

Comments: 'Other' categories are, in order: Improving Administration of Elections; Enhancing Election Technology

15. GRANT COST CATEGORIES - MATCH

Voting Equipment and Processes: : \$0
Post-Election Auditing: : \$0
Voter Registration Systems: : \$45357
Cyber Security: : \$137664
Voter Education/Communications: : \$0
Accessibility: : \$0
Staffing: : \$0
Training: : \$0
Subgrants: : \$0
Indirect Costs (If applicable, FFR Line 11): : \$29541
Unliquidated Obligations (If applicable, FFR Line 10f): : \$0
Other (Specify below) : \$26551
Other (Specify below) : \$19079
Other (Specify below) : \$0
Total : \$258192

Comments: 'Other' categories are, in order: Improving Administration of Elections; Enhancing Election Technology

7. Expenditures

16. Confirm Total Grant Expenditure Amounts

Federal : \$295,414.00
Match : \$258,192.00
Total : \$553606

8. Certification

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

First Name

Anthony

Last Name

Stevens

Title

Senior Elections Specialist

Phone Number

Signature of Certifying Official:

A large, bold, black handwritten signature in cursive script, appearing to read "A Stevens". The signature is written in a fluid, connected style with thick strokes.

Signature of: Anthony Stevens