# ELECTION ASSISTANCE COMMISSION

## Secretary of State, Washington

416 Sid Snyder Ave SW, Olympia, WA 985011347

### 4. DUNS Number
- **4a. DUNS Number:**

### 5. Recipient Account Number or Identifying Number
- **4b. EIN:**

### 6. Report Type
- **6. Report Type:** Quarterly, Semi-Annual, Annual, Final

### 7. Basis of Accounting
- **7. Basis of Accounting:** Cash, Accrual

### 8. Project/Grant Period (Month, Day, Year)
- **8. Project/Grant Period (Month, Day, Year):**
  - From: **March 28, 2018**
  - To: **September 30, 2099**

### 9. Reporting Period End Date (Month, Day, Year)
- **9. Reporting Period End Date (Month, Day, Year):**
  - September 30, 2021

### 10. Transactions

#### Federal Cash (To report multiple grants separately, also use FFR Attachment):
- **a. Cash Receipts:** $16,805,722.00
- **b. Cash Disbursements:** $8,747,541.65
- **c. Cash on Hand (line a minus b):** $8,058,180.35

#### Federal Expenditures and Unobligated Balance:
- **d. Total Federal funds authorized:** $16,805,722.00
- **e. Federal share of expenditures:** $8,747,541.65
- **f. Federal share of unliquidated obligations:** $0.00
- **g. Total Federal share (sum of lines e and f):** $8,747,541.65
- **h. Unobligated balance of Federal funds (line d minus g):** $8,058,180.35

#### Recipient Share:
- **i. Total recipient share required:** $2,174,979.00
- **j. Recipient share of expenditures:** $447,388.01
- **k. Remaining recipient share to be provided (line i minus j):** $1,727,590.99

#### Program Income:
- **l. Total Federal share of program income earned:** $411,463.61
- **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):** $411,463.61

### 11. Indirect Expense
- **11. Indirect Expense:**
  - **a. Type:**
  - **b. Rate:**
  - **c. Period From:**
  - **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:
- **Remarks:**

### 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)**

**Holmes, Stuart**
Deputy Director of Elections

### 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 hours 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 Agency & Organization : ELECTION ASSISTANCE COMMISSION

<table>
<thead>
<tr>
<th>Federal Grant ID</th>
<th>Recipient Organization</th>
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<table>
<thead>
<tr>
<th>DUNS Number</th>
<th>DUNS Status when Certified</th>
<th>EIN</th>
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<table>
<thead>
<tr>
<th>Reporting Period End Date</th>
<th>Status</th>
<th>Remarks</th>
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<tbody>
<tr>
<td>September 30, 2021</td>
<td>Awarding Agency Approval</td>
<td>Please provide the following information:</td>
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State interest earned (current fiscal year): $6,447.17
State interest expended (current fiscal year): $0.00
Program income earned (current fiscal year): $0.00
Program income earned breakdown (current fiscal year): $0.00
Program income expended (current fiscal year): $0.00

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**Federal Agency Review**

Reviewer Name
Phone #
Email
Review Date
Review Comments

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3. EAC Progress Report

1. State or Territory:
   Washington

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.)

   During the reporting period, following the 2020 General election, the Washington Office of the Secretary of State and our 39 county partners continued to improve election security.

   Our county partners continue to bolster physical security with activities including significant construction projects to remodel their facilities, the purchase of access control and fencing, video surveillance equipment, security software, secure cages for
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.**

There were no significant changes to the program during the reporting period.

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.

There were no major issues during this period.

The largest unresolved concern relates to challenges with space, especially in the smaller counties. Historically, elections were relatively small operations, largely in the shadows, and typically in spaces designed for other purposes which were makeshift so that Elections had a roof over their head. However, recently elections have been driven to the forefront under national spotlight. Even if counties could find staff, they would have no place to put them in their current spaces. Additionally, working in a - literal - repurposed closet makes recruitment of qualified workers extremely challenging. Funding for dedicated and purpose-built elections facility, where critical operations would take place, and dedicated staff could work in a safe and secure environment would be a significant help to conducting elections for Federal office. Unfortunately, the current level of funding is not sufficient to undertake such endeavor at more than a handful of counties.

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

The Office of the Secretary of State and our 39 county partners, in collaboration with the Cybersecurity and Infrastructure Security Agency did several tabletop exercises focusing on cyber and election security. These exercises were coordinated by members of the HAVA funded Security Operations Center team. Additionally, we coordinated and attended Active shooter training provided through Department of Homeland Security. Finally, we updated our Elections 101 curriculum with additional Election security information and plan to distribute and teach this updated in the coming years.

11. **Subgrants:**

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

Yes

12. **Describe the activities carried out by your subgrantees during the reporting period.**

Our subrecipients spent a total of $367,246.06 on categories classified as "other". These include $328,264.56 for physical...
security including video surveillance equipment, physical barriers between the general public and ballots, and access control; $23,138.30 for security training; $1,977.49 for continuity of operations; and $13,865.71 for administration of the grant.

Other - Physical Security: $328,264.56  
Other - Security Training: $23,138.30  
Other - COOP: $1,977.49  
Other - Administration: $13,865.71  
Total: $367,246.06

Provide a breakdown of aggregate subawards expenditures across major categories.

Voting Equipment: $577,755.06  
Election Auditing: $23,974.08  
Voter Registration Systems: $0.00  
Security: $240,754.46  
Communications: $5,069.95  
Other (Specify above): $367,246.06  
Total: $1,214,799.61

13. Match:

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

The Washington State Legislature appropriated State match funding.

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

No voting equipment was purchased using HAVA security funds during this period, as most counties made those purchases using CARES funds. However, several counties did use their HAVA security funds to upgrade existing equipment to the latest operating system, Windows 10.

5. Expenditures

15. Current Period Amount Expended and Unliquidated Obligations

GRANT COST CATEGORIES - FEDERAL

Cyber Security: $1,523,245  
Training: $282,525  
Subgrants: $94,484  
Other (Specify below): $2215  
Voting Equipment and Processes: $0  
Post-Election Auditing: $126  
Voter Registration Systems: $0  
Voter Education/Communications: $0  
Accessibility: $0  
Staffing: $0  
Indirect Costs (If applicable, FFR Line 11): $0  
Unliquidated Obligations (If applicable, FFR Line 10f): $0  
Other (Specify below): $0  
Other (Specify below): $0
Total: $2,498,682

Comments: The cumulative amounts listed below are reflective of reporting changes or updates made by subrecipients for expenditures in prior reporting periods, which totals $84,997.94 in Federal expenditures and $14,384.93 in State match expenditures, for a total of $99,382.87 difference between the progress report and the FFR. Additional confusion on reporting periods, specifically the March 2021 report and March 2021 CARES close out, led to subrecipients reporting in the wrong reporting periods for the annual report. The cumulative FFR is reflective of all expenditures the subrecipients and the State have made, and the changes made to the annual report are to better align this report to the FFR. Other categories - State Other - Physical Security: $1,794.51 Other - Administration: $420.35

16. GRANT COST CATEGORIES - MATCH

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Cyber Security</td>
<td>$1,816</td>
</tr>
<tr>
<td>Subgrants</td>
<td>$269,995</td>
</tr>
<tr>
<td>Other (Specify below)</td>
<td>$17,952</td>
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<tr>
<td>Voting Equipment and Processes</td>
<td>$0</td>
</tr>
<tr>
<td>Post-Election Auditing</td>
<td>$0</td>
</tr>
<tr>
<td>Voter Registration Systems</td>
<td>$0</td>
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<td>Staffing</td>
<td>$0</td>
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<tr>
<td>Training</td>
<td>$0</td>
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<tr>
<td>Indirect Costs (If applicable, FFR Line 11)</td>
<td>$0</td>
</tr>
<tr>
<td>Unliquidated Obligations (If applicable, FFR Line 10f)</td>
<td>$0</td>
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<tr>
<td>Other (Specify below)</td>
<td>$0</td>
</tr>
<tr>
<td>Other (Specify below)</td>
<td>$0</td>
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Total: $289,724

Comments: Other categories - State There was a negative $1,816.12 in training, which was related to corrections made by our fiscal department and was properly reclassified as Cyber Security. However, the form does not accept negative numbers, so it is reported below. Other - Training: -$1,816.12 Other - Administration: $19,768.21

7. Expenditures

17. Confirm Total Grant Expenditure Amounts

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Federal</td>
<td>$2,498,682.11</td>
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<tr>
<td>Match</td>
<td>$289,723.75</td>
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<tr>
<td>Total</td>
<td>$2,788,405.86</td>
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OMB CONTROL NUMBER: 3265-0020

8. Certification

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

<table>
<thead>
<tr>
<th>First Name</th>
<th></th>
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<tbody>
<tr>
<td>Christopher</td>
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<table>
<thead>
<tr>
<th>Last Name</th>
<th></th>
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<tbody>
<tr>
<td>Donald</td>
<td></td>
</tr>
</tbody>
</table>
Title
Budget and grant specialist

Phone Number

Email Address

18. Add another contact to send a copy of submission confirmation and edit link?
Yes!

19.

First Name
Stuart

Last Name
Holmes

Title
Director of Elections

Email Address

Signature of Certifying Official:

[Signature]

Signature of: Christopher Donald

9. Report Submitted to EAC
Thank you. Your Annual (Oct 1 - Sept 30) progress report for Election Security has been submitted to the EAC. Please keep the PDF download of your submission as grant record.