

**FEDERAL FINANCIAL REPORT  
(EACFFR)**

<b>1. Federal Agency and Org. Element to Which Report is Submitted</b> U.S. Election Assistance Commission	<b>2. Federal Grant or Other Identifying Number Assigned By Fed. Agency</b> <i>(To report multiple grants, use FFR Attachment)</i>  EAC-ELSEC22DE
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**3. Recipient Organization (Name and complete address including Zip code)**

**Recipient Organization Name:**  
 Delaware State Election Commission

**Street1:**  
 905 S Governors Ave Ste 170

**Street2:**

<b>City:</b> Dover	<b>County:</b> KENT
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<b>State:</b> DE	<b>Province:</b>
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<b>Country:</b> United States	<b>Zip 5:</b> 19904	<b>Zip +4:</b> 4112
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<b>4a. UEI</b> C1A3H4499WT1	<b>4b. EIN</b> 516000279	<b>5. Recipient Account Number or Identifying Number</b> <i>(To report multiple grants, use FFR Attachment)</i>	<b>6. Report Type</b>  <input type="radio"/> Quarterly <input type="radio"/> Semi-Annual <input checked="" type="radio"/> Annual <input type="radio"/> Final
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<b>7. Basis of Accounting</b>  <input type="radio"/> Cash <input checked="" type="radio"/> Accrual	<b>8. Project/Grant Period</b>  <b>From:</b> 03/23/2018 <b>To:</b> 09/30/2099	<b>9. Reporting Period End Date</b> <i>(Month, Day, Year)</i>  09/30/2022
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**10. TRANSACTIONS**  
*(Use lines a-c for single or multiple grant reporting)*

	Cumulative
<b>Federal Cash: (To report multiple grants, also use FFR attachment)</b>	
<b>a. Cash Receipts</b>	\$7,036,503.00
<b>b. Cash Disbursements</b>	\$5,278,503.85
<b>c. Cash on hand (line a minus b)</b>	\$1,757,999.15
<b>Federal Expenditures and Unobligated Balance: Do not complete this section if reporting on multiple awards.</b>	
<b>d. Total Federal funds authorized</b>	\$7,036,503.00
<b>e. Federal share of expenditures</b>	\$5,278,503.85
<b>f. Federal share of unliquidated obligations</b>	\$587,005.00
<b>g. Total Federal share (sum of line e plus line f)</b>	\$5,865,508.85
<b>h. Unobligated balance of Federal funds (line d minus g)</b>	\$1,170,994.15
<b>Recipient Share: Do not complete this section if reporting on multiple awards.</b>	
<b>i. Total recipient share required</b>	\$957,301.00
<b>j. Recipient share of expenditures</b>	\$10,509,512.31
<b>k. Remaining recipient share to be provided (line i minus j)</b>	-\$9,552,211.31
<b>Program Income: Do not complete this section if reporting on multiple awards.</b>	
<b>l. Total Federal program income earned</b>	\$0.00
<b>m. Program income expended in accordance with the deduction alternative</b>	\$0.00
<b>n. Program Income expended in accordance with the addition alternative</b>	\$0.00
<b>o. Unexpended program income (line l minus line m and line n)</b>	\$0.00
<b>Federal Interest:</b>	
<b>p. Total Federal interest earned</b>	\$27,750.22
<b>q. Federal interest expenditures</b>	\$0.00
<b>r. Remaining Federal interest to be expended (line p minus q)</b>	\$27,750.22

**11. Indirect Expense**

a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	0.00%			\$0.00	\$0.00	\$0.00

g. Total	\$0.00	\$0.00	\$0.00
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12. Remarks:

a. State Interest Earned: Enter the current year amount earned (not cumulative)	\$0.00
b. State Interest Expended: Enter the current year amount expended (not cumulative)	\$0.00
c. Program Income Earned: Enter the current year amount earned. (not cumulative)	\$0.00
d. Program Income Expended: Enter the amount of Program Income expended in the current year (not cumulative)	\$0.00

e. Program Income Earned Breakdown: List each source of program income individually next to each amount (federal interest earned is not program income).

Source of program income	Amount	Delete
e. 1	\$0.00	
<b>Total:</b>	<b>\$0.00</b>	

f. Comments: 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 objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Section 3729-3730 and 3801-3812).**

a. Typed or Printed Name and Title of Authorized Certifying Official Sommer Sturgeon	c. Telephone (Area code, number and extension)
Certification Title Fiscal Administrative Officer	d. Email address sommer.sturgeon@delaware.gov
b. Signature of Authorized Certifying Official 	e. Date Report Submitted (Month, Day, Year) 02/10/2023

### Report Attachment (For reporting multiple grants)

14. List Information below for each grant covered by this report.

Federal Grant Number	Recipient Account Number	Cumulative Federal Cash Disbursement
		\$0.00
<b>TOTAL (Should correspond to the amount on Line 10b on Page 1)</b>		<b>\$0.00</b>

**Progress Report  
Section I: Cover Page**

**Grant Information**

<b>1. State or Territory</b> Delaware State Election Commission	<b>2. Federal Grant or Other Identifying Number Assigned by Federal Agency</b> EAC-ELSEC22DE
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**3. Grant Type:**

101  
 251  
 Election Security  
 Other [e.g., CARES]

**Describe Other**

**Report Information**

**4. Report Type:**

Semi-Annual  
 Annual  
 Final  
 Other

**Describe Other**

**5. Report Period**

<b>Start Date (Month, Day, Year)</b> 10/01/2021	<b>End Date (Month, Day, Year)</b> 09/30/2022
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**Section II: Progress and Narrative**

**Instructions:** Reports due for the period ending March 31 should describe the activities of the previous six-month period and reports due for the period ending September 30 should cover the previous 12-month period. Final reports should cover the entire performance period from the start of the grant. Additional guidance can be found on our website: <https://www.eac.gov/payments-and-grants/financial-progress-reporting>

EAC grants reports will be made publicly available. Therefore, your report narrative should:

- \* Be written in clear, concise, and plain language
- \* Not include sensitive confidential information

**6. 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 category expenditures in Section IV and you may use those categories as headings in your response as applicable.)**

Check if no activity during this reporting period.

During this period the State of Delaware implemented early voting for our State Primary Election, which was held on September 13, 2022, and again for the General Election, which was held on November 8, 2022. Per State law, this was the first-time early voting was implemented for a Statewide election. In preparation for the implementation of early voting, the Department needed to purchase additional voting equipment. During this reporting period, the Department purchased 87 additional poll books for voter check-in at early vote centers to facilitate voter processing and to maximize the efficiency of the voter check-in process. The total cost for this purchase was \$107,445.00. In addition, during this period, the Department also expended \$55,650.00 on upgrades to the TriTek absentee ballots sorting and processing equipment in each county office. These upgrades enabled scanning of both the front and back of each returned ballot, permitting capture of all voter-related information on the completed ballot envelopes for returned mail ballots. The images captured may then be associated with individual voter registration records. These enhancements ensure a higher level of security and transparency in the absentee ballot process, giving the Department additional tools for verification in the absentee voting process, and facilitating post-election ballot review efforts, as well.

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

Check if no training was conducted during this reporting period.

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

Check if no voting equipment purchased during this reporting period.

During this period, the Department purchased 87 additional poll books (as detailed above) which was a total of \$107,445.00.

**9. Subgrants (if applicable)**

Check if no subgrants were made during this reporting period.

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

**10. Provide a breakdown of aggregate sub-award expenditures across major categories. If you do not have expenses for a particular category please populate the field with \$0.00 Total expenses will automatically calculate. Please verify totals prior to submission.**

Category	Subaward Federal Expenditures
Voting Equipment	\$0.00
Voting Processes	\$0.00

Voter Registration Systems	\$0.00
Election Auditing	\$0.00
Cyber and Physical Security	\$0.00
Voter Education	\$0.00
Accessibility	\$0.00
Other:	\$0.00
<b>Total</b>	<b>\$0.00</b>

**11. Match (if applicable)**

Check if match not required.

**Describe how you are meeting or have met the matching requirement.**  
 The Department is using our current fiscal year budget (State funds) to meet the matching requirements. During this period, the Department provided state match of \$297.00 from the Technology line of the Department's budget, and this funding was allocated for purchase of a network printer for the Department's Sussex County office.

**Section Section III: Challenges and Changes**

**12. Issues Encountered**

Check if no major issues encountered during this reporting period.

Describe how and whether the issues were resolved. Also, briefly discuss the implications of any unresolved issues or concerns.

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

Check if no significant changes were made during this reporting period.

**Section IV: Expenditures**

14. Fill out the table below with both the Federal and State Match expenditures for the current reporting period. Include federal and state interest expenditures and write-in any cost areas that do not fit into the predefined program categories. Subaward expense totals identified in section #10 should also be populated and roll ed into the appropriate expense categories for #14. If you do not have expenses for a particular category please populate the field with \$0.00 Total expenses will aut omatically calculate. Please verify totals prior to submission.

*Expenditures should be consistent with the activities described in your narrative and with the amounts i n your financial reports. (EAC uses the difference between your current and previous period FFR to ca lculate current period expenditures).*

Categories	Federal	State Match
Voting Equipment	\$163,095.00	\$0.00
Voting Processes	\$0.00	\$0.00
Voter Registration Systems	\$0.00	\$0.00
Election Auditing	\$0.00	\$0.00
Cyber and Physical Security	\$0.00	\$0.00
Voter Education	\$0.00	\$0.00
Accessibility	\$0.00	\$0.00
OtherTECHNOLOGY	\$0.00	\$297.00
<b>TOTAL</b>	<b>\$163,095.00</b>	<b>\$297.00</b>

**Section V: Final Assessment**

The final progress report is your opportunity to share the significant successes of your project and present information about the results your project achieved. Th e report should cover the entire period of performance.

**15. Self-Assessment - Assess whether the goals set out in your State plan/Narrative were met as intended during the grant program. Highlight any needs that were not met or ongoing/under resourced areas for future consideration.**

**16. Impact and Achievements - Describe how this grant program impacted elections in your state/territory. Highlight your accomplishments and successes.**

**17. Lessons Learned - Describe any lessons learned during the grant that may be replicated, expanded and/or help others.**

**Section VI: Certification**

**18. Name and Contact of the authorized certifying official.**

First and Last Name Sommer Sturgeon	Title Fiscal Administrative Officer
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**Phone Number**

**Email Address**

sommer.sturgeon@delaware.gov

**19. Signature of Certifying Official**

