

Federal Financial Report

Program Name: Election Security

Grantee Name: New Hampshire Secretary Of State

Report Name: Federal Financial Report

Funding/Grant Period: EAC-ELSEC22NH

Report Period: 10/01/2021 to 09/30/2022

Report Status: Submission Accepted by CO

U.S. Election Assistance Commission		OMB Number: 3265-0022 Expires 04/30/2025	
FEDERAL FINANCIAL REPORT (EACFFR)			
1. Federal Agency and Org. Element to Which Report is Submitted U.S. Election Assistance Commission		2. Federal Grant or Other Identifying Number Assigned By Fed. Agency (To report multiple grants, use FFR Attachment) EAC-ELSEC22NH	
3. Recipient Organization (Name and complete address including Zip code)			
Recipient Organization Name: New Hampshire Secretary Of State			
Street1: 107 N Main St RM 204			
Street2:			
City: Concord		County: MERRIMACK	
State: NH			Province:
Country: United States		Zip 5: 03301	Zip +4: 4951
4a. UEI V6GSKPJEDLC1	4b. EIN 026000618	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input type="radio"/> Quarterly <input type="radio"/> Semi-Annual <input checked="" type="radio"/> Annual <input type="radio"/> Final
7. Basis of Accounting <input type="radio"/> Cash <input checked="" type="radio"/> Accrual	8. Project/Grant Period From: 03/23/2018 To: 09/30/2099		9. Reporting Period End Date (Month, Day, Year) 09/30/2022
10. TRANSACTIONS (Use lines a-c for single or multiple grant reporting)			Cumulative
Federal Cash: (To report multiple grants, also use FFR attachment)			
a. Cash Receipts			\$7,582,633.00
b. Cash Disbursements			\$2,249,041.60
c. Cash on hand (line a minus b)			\$5,333,591.40
Federal Expenditures and Unobligated Balance: Do not complete this section if reporting on multiple awards.			
d. Total Federal funds authorized			\$7,582,633.00
e. Federal share of expenditures			\$2,249,041.60
f. Federal share of unliquidated obligations			\$0.00
g. Total Federal share (sum of line e plus line f)			\$2,249,041.60
h. Unobligated balance of Federal funds (line d minus g)			\$5,333,591.40
Recipient Share: Do not complete this section if reporting on multiple awards.			
i. Total recipient share required			\$1,051,189.00
j. Recipient share of expenditures			\$1,051,189.00
k. Remaining recipient share to be provided (line i minus j)			\$0.00
Program Income: Do not complete this section if reporting on multiple awards.			
l. Total Federal 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
Federal Interest:	
p. Total Federal interest earned	\$133,015.77
q. Federal interest expenditures	\$0.00
r. Remaining Federal interest to be expended (line p minus q)	\$133,015.77

11. Indirect Expense


a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
Fixed	10.00%	03/28/2018	09/30/2021	\$1,332,268.67	\$133,226.87	\$0.00
	0.00%			\$0.00	\$0.00	\$0.00
g. Total				\$1,332,268.67	\$133,226.87	\$0.00

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
e. 1	\$0.00
Total:	\$0.00

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, Sections 3729-3730 and 3801-3812).

a. Typed or Printed Name and Title of Authorized Certifying Official Nancy Swett	c. Telephone (Area code, number and extension)
Certification Title	d. Email address nancy.swett@sos.nh.gov
b. Signature of Authorized Certifying Official 	e. Date Report Submitted (Month, Day, Year) 12/28/2022

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
TOTAL (Should correspond to the amount on Line 10b on Page 1)		\$0.00

Progress Report

Program Name: Election Security

Grantee Name: New Hampshire Secretary Of State

Report Name: Progress Report

Funding/Grant Period: EAC-ELSEC22NH

Report Period: 10/01/2021 to 09/30/2022

Report Status: Submission Accepted by CO

U.S. ELECTION ASSISTANCE COMMISSION	OMB CONTROL No.: 3265-0022 Expiration Date: 04/30/2025
Progress Report Section I: Cover Page	

Grant Information

1. State or Territory	2. Federal Grant or Other Identifying Number Assigned by Federal Agency EAC-ELSEC22NH
3. Grant Type: <input type="radio"/> 101 <input type="radio"/> 251 <input checked="" type="radio"/> Election Security <input type="radio"/> Other [e.g., CARES]	

Describe Other

Report Information

4. Report Type: <input type="radio"/> Semi-Annual <input checked="" type="radio"/> Annual <input type="radio"/> Final <input type="radio"/> Other
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Describe Other

5. Report Period

Start Date (Month, Day, Year) 10/01/2021	End Date (Month, Day, Year) 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.

VOTER REGISTRATION SYSTEM: Developed RFP and issued contract for On-Line Accessible Voting to assist voters with print disabilities CYBER AND PHYSICAL SECURITY: Cyber security needs including monitoring and staff assessments to keep the election system at the forefront of cyber security preparedness and response. Security training of all SOS employees. Analysis of cyber security risk associated with electronic ballots. IMPROVING ADMINISTRATION OF ELECTIONS: Prepared an updated New Hampshire Election Procedure Manual that is used as a resource by Election Officials including Moderators, Clerks, Supervisors of the Checklist, Inspectors of Elections, Selectmen and other election officials. New Hampshire is in the process of replacing its 20-year-old Statewide Voter Registration System. Request for Proposal was developed and issued, including bid specifications and functional/technical requirements. The contract for a new Statewide Voter Registration System was issued on 6/21/22 to WSD Digital, LLC/ReFrame Solutions. Work is ongoing, the new system is expected to go live prior to the 2024 Presidential Primary. Updated instructions were developed for users of ElectioNet (current Statewide Voter Registration System) which enhanced usability of the system during the 2022 Primary and General Elections. E Poll Books - Enhancements to the E Poll Book system are in process to allow an upload to Statewide Voter Registration System. It is believed once this functionality is implemented more municipalities will adopt the system. This enhancement is expected to be implemented by the 2024 Presidential Primary. USPS 28 All addressing in the Statewide Voter Registration System is being updated to comply with USPS 28 requirements. UOCAVA Discussions with the US DOJ regarding outreach to all municipalities regarding the importance of meeting the 45 Day Deadline for issuance of UOCAVA ballots. Calendars/Posters were developed and sent to all town clerks offices accompanied by marked folders to hold UOCAVA requests for ballots. The results of this initiative were that all municipalities met the UOCAV deadlines for the primaries and that out of 259 municipalities only 1 town and 1 city did not meet the deadline. It effected 3 voter (2 overseas citizens and 1 stateside military personnel). The ballots were sent to these three individuals two days after the deadline. Statewide New Hampshire had 1097 requests for UOCAVA ballots, this translates to a 99.73% compliance rate.

Ballot Creation Committee worked on 2022 primary/general election mock ballots which significantly enhanced the process of producing the Primary and General Election ballots for our 320 city wards/towns/unincorporated places.

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

Check if no training was conducted during this reporting period.

12 classes on utilizing the Statewide Voter Registration System for new Clerks, Supervisors of the Checklist, Deputies and Assistants NH City and Town Clerks Association Training New Clerks Workshop, 4 regional meetings and Annual Meeting Online Security Training New Election Law changes from 2021 Session, live webinar Processing Absentee Ballot Requests live webinar Town/school/village elections meeting and deliberative session live webinar Zoom informational meeting clerks Processing town election absentee ballots and absentee material storage live webinar Ballot clerk procedures for municipal elections live webinar Town election ballot counting reconciliation, publicly reporting results live webinar On Demand Training webinars for 2022 Primary & General Elections, Ballot Clerk Procedures, New Law changes affecting before and after election day, New Law changes affecting Election Day, and Electioneering Braver Angels Workshops for managing difficult conversations with voters and colleagues separate workshops held for Moderators (2 sessions), Clerks, Supervisors of the Checklist and one with all three groups. 12 sessions held statewide on Election Law Training 6 listening sessions with Clerks, Moderators and Supervisors of the Checklist.

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.

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
Total	\$0.00

11. Match (if applicable)

Check if match not required.

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

As of the last annual reporting for the period ending 9/30/21 the remaining match requirement was \$189,828.95. That remaining match was met during this reporting period by the Secretary of State's disbursements for contracts to update the state's Voter Registration System and Cyber Security needs. In May 2022 the State of New Hampshire received an additional \$1,000,000 security grant that required an additional \$200,000 state match. The state met this match during this reporting period with expenditures related to the new Voter Registration system that is in the process of development as noted in item 6.

Section Section III: Challenges and Changes

12. Issues Encountered

Check if no major issues encountered during this reporting period.

For the 2020 election, changes were made to the absentee voting process. These changes were a combination of legislative changes and Executive Orders. These changes encompassed changes in forms and a substantial increase in eligibility to vote by absentee ballot. These changes were specifically for the 2020 election. For the 2022 election the State reverted to the pre-pandemic guidelines and forms for absentee voting. This required significant training and communicating to the election officials as well as voters. Anticipating supply chain issues, the Secretary of State placed orders in the Fall of 2021 for the ballot paper needed for the 2022 election. Back up plans were also made. Due to supply chain issues, New Hampshire's supplier of ballot paper for the past 20+ years was not able to ensure delivery of the ballot paper. Ballot paper was obtained from a back-up supplier. Redistricting for the US Congressional Districts was delayed by a court challenge which threatened to delay the filing period. The Courts redrew the lines and the filing period was able to go forward without any delays. Several bills were passed and signed by the Governor, that resulted in changes to election processes including the adoption of provisional ballots beginning in 2023. All legislative changes adopted in the 2022 legislative session that impacted the 2022 election cycle were successfully implemented.

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

See above

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.

As noted in Item 6 New Hampshire is in the process of replacing its 20-year-old Statewide Voter Registration System. Request for Proposal was developed and issued, including bid specifications and functional/technical requirements. The contract for a new Statewide Voter Registration System was issued on 6/21/22 to WSD Digital, LLC/ReFrame Solutions. Work is ongoing, the new system is expected to go live prior to the 2024 Presidential Primary. The new voter registration system is being built from "scratch". Secretary of State employees are involved in every stage of development including continual review of the Functional Service Document for every module within the system.

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 rolled 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 automatically calculate. Please verify totals prior to submission.

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

Categories	Federal	State Match
Voting Equipment	\$0.00	\$0.00
Voting Processes	\$0.00	\$0.00
Voter Registration Systems	\$14,100.00	\$389,829.00
Election Auditing	\$0.00	\$0.00
Cyber and Physical Security	\$56,292.00	\$0.00
Voter Education	\$0.00	\$0.00
Accessibility	\$0.00	\$0.00
Other Improve administration of elections	\$24,540.00	\$0.00
TOTAL	\$94,932.00	\$389,829.00

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. The 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 Patricia Lovejoy	Title Senior Deputy Secretary of State
Phone Number	Email Address patricia.lovejoy@sos.nh.gov

19. Signature of Certifying Official

