

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) VA20101001					
3. Recipient Organization (Name and complete address including Zip code) Elections, Virginia State Department Of 1100 BANK ST, RICHMOND, VA 232193639									
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	
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, 2020					
10. Transactions Cumulative (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				\$19,301,044.00					
b. Cash Disbursements				\$0.00					
c. Cash on Hand (line a minus b)				\$19,301,044.00					
(Use lines d-o for single grant reporting)									
Federal Expenditures and Unobligated Balance:									
d. Total Federal funds authorized				\$19,301,044.00					
e. Federal share of expenditures				\$4,727,727.00					
f. Federal share of unliquidated obligations				\$0.00					
g. Total Federal share (sum of lines e and f)				\$4,727,727.00					
h. Unobligated balance of Federal funds (line d minus g)				\$14,573,317.00					
Recipient Share:									
i. Total recipient share required				\$2,498,099.00					
j. Recipient share of expenditures				\$517,604.00					
k. Remaining recipient share to be provided (line i minus j)				\$1,980,495.00					
Program Income:									
l. Total Federal share of program income earned				\$437,593.00					
m. Program income expended in accordance with the deduction alternative				\$0.00					
n. Program income expended in accordance with the addition alternative				\$0.01					
o. Unexpended program income (line l minus line m and line n)				\$437,592.99					
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: State interest earned: \$437,593									
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 Hill, Kevin Business Manager						c. Telephone (Area code, number, and extension)			
b. Signature of Authorized Certifying Official Hill, Kevin						d. Email Address			
e. Date Report Submitted (Month, Day, Year) December 28, 2020									

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)

Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID : VA20101001

Recipient Organization : Elections, Virginia State Department Of
1100 BANK ST, RICHMOND, VA 232193639

DUNS Number :

DUNS Status when Certified :

EIN :

Reporting Period End Date : September 30, 2020

Status : :

Remarks :

Federal Agency Review

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

EAC Progress Report

Response ID:55 Data

1. Login

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

2. Verification

3. EAC Progress Report

1. State or Territory:

Virginia

2. Grant Number:

VA20101001-01

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

Virginia Department Of Elections

Street Address

1100 Bank Street

City

Richmond

State

VA

Zip

23219

4. Progress and Narrative

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

For the period ending September 30,2020 the Virginia Department of Elections (ELECT) completed the listed activities during the 12 month period as relate to approved grant activities in the following major category's, cyber security, voting registration systems, communication and post election auditing. Nearly all accomplishments were achieved with the use of contract labor working with agency classified staff to ensure that developments could be transferred. This allowed ELECT to concentrate on the administration of elections in Virginia while working in tandem with a project team whose sole responsibility was to implement the security plan and to utilize the funds as intended while establishing a transition plan to ensure the continuity of the plan without requiring supplemental funding.

Major achievement during the reporting period were:

- || Policy and Standards Assessment
- || State/Locality Level Planning
- || Implement Integra compliance software
- || New Voting System Certification Standard
- || New Electronic Pollbook Certification Standard
- || New Electronic Pollbook Audit Checklist process
- || Creation of a Logic and Accuracy Testing Standard for voting equipment and EPBs
- || Creation of an Acceptance Testing Standard for voting equipment and EPBs
- || Localities self-assessment
- || Updates made to the voter registration system
- || New security requirements for electronic pollbook vendors
- || Implementation of a secure system development lifecycle process
 - Development of template for Risk Limiting Audits
 - Development of security training

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.

For the 12-month period ending September 30,2020 the Virginia Department of Elections (ELECT) achieved the following activities as related to its state plan in the major categories to improve elections security.

- || Policy and Standards Assessments- Continued development of standard policy's and assessment of security program that outlined policies, procedures and plans. These are in the final stages of development and once completed will be leveraged to help increase the security posture at the locality level.
- || State/Locality Level Planning- Virginia passed legislation (HB2178) that required a working committee be formed to establish security standards to be followed in order to connect to the voter registration system and any peripheral system. The minimum security standards were adopted in December 2019. It was also part of the mandate for the standards to be reviewed annually. An advisory group made up of general registrars, electoral board members and locality ISOs was formed

to both review the standards and determine strategies to help all localities in reaching compliance with the security standards.

- || Implement Integra compliance software
- || New Voting System Certification Standard with which vendors will be compliant for the 2020 November General Election
- || New Electronic Pollbook Certification Standard with which vendors was compliant for the 2020 November General Election
- || New Electronic Pollbook Audit Checklist process
- || Creation of a Logic and Accuracy Testing Standard for voting equipment and EPBs
- || Creation of an Acceptance Testing Standard for voting equipment and EPBs
- || Localities will complete a self-assessment through CIS
- || Updates made to the voter registration system to limit user access to personally identifiable information
- || New security requirements for electronic pollbook vendors who utilize the cloud for Early Voting
- || Implementation of a secure system development lifecycle process
 - Development of template for Risk Limiting Audits ,the deployment of a Risk Limiting Audits (RLA) tool kit that can be used by all cities and counties of the state. The tool kit is tailored to Virginia elections based on pilots.
 - Development of security training, ELECT in combination with the Center for Tech and Civic Life developed security on-line training that was made available to all local elections officials.

All activities completed during the 12 month period are relate to approved grant activities in the following category's cyber security, voting equipment and emergency plans. Nearly all accomplishments were achieved with the use of contract labor working with agency classified staff to ensure that developments could be transferred. This allowed ELECT to concentrate on the administration of elections in Virginia while working in tandem with a project team whose sole responsibility was to implement the security plan and to utilize the funds as intended while establishing a transition plan to ensure the continuity of the plan without requiring supplemental funding.

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.

No significant changes during this period

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.

ELECT sponsored with the Center for Tech and Civic Life a 3 series online course that was designed to make users of systems more aware of the users responsibility to increase knowledge about system security. The training was design to educate elections officers about computer security awareness to equip elections personnel with knowledge to reduce risk and incidents. Each course allowed up to 500 users.

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.

NA

17. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

ELECT has achieved the required match of the 2018 grant with in-kind support to achieve the match requirement. ELECT match for the 2020 Election Security grant has been appropriated for use with the replacement of the current central election system (Virginia Election and Registration Information System (VERIS). This match will be allocated to ELECT once a vendor has been selected and development of a new voter registration system has started.

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.

ELECT plans to implement other security improvements based on its total system assessment that is anticipated to be complete in the third (federal second) quarter of the year.

ELECT anticipates the following goals will be achieved by the end of the next reporting cycle of September 30, 2021:

- || Establishment of Security Governance Program
- || Localities will be provided with the following plan templates
 - Business Impact Analysis
 - Continuity Plan
 - Risk Assessment
 - Risk Mitigation Plan
 - Incident Response Plan
 - System Security Plan
- || Third Party Integrations / Memo of Understanding
- || Additional development of the Risk Limiting Audits (RLA) tool kit that can be used by all cities and counties of the state.
- || Release and award of an RFP for a new statewide voter registration system. Its anticipated that an award will be made in the federal 4th quarter of year 2021.

5. Expenditures

20. Current Period Amount Expended and Unliquidated Obligations

GRANT COST CATEGORIES

	Federal	Match
Voting Equipment:	\$0.00	
Post-Election Auditing:	\$32,225.00	
Voter Registration Systems:	\$405,580.00	
Cyber Security:	\$2,706,499.00	
Communications:	\$215,750.00	
Total	\$3,410,054.00	
Others (Security training)	\$50,000.00	

OMB CONTROL NUMBER: 3265-0020

6. Certification

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

First Name

Kevin

Last Name

Hill

Title

Business Manager

Phone Number

Email Address

Signature of Certifying Official:



Signature of: Kevin A Hill

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.