

# FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted  <b>ELECTION ASSISTANCE COMMISSION</b>					2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)  <b>WA20101CARES</b>				
3. Recipient Organization (Name and complete address including Zip code)  <b>Secretary of State, Washington</b> <b>416 Sid Snyder Ave SW, Olympia, WA 985011347</b>									
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 checked="" type="checkbox"/> Semi-Annual <input 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: <b>March 28, 2020</b> To: <b>December 31, 2020</b>						9. Reporting Period End Date (Month, Day, Year) <b>March 31, 2021</b>			
<b>10. Transactions</b> (Use lines a-c for single or combined multiple grant reporting)								Cumulative	
<b>Federal Cash (To report multiple grants separately, also use FFR Attachment):</b>									
a. Cash Receipts								\$8,343,778.00	
b. Cash Disbursements								\$5,626,093.42	
c. Cash on Hand (line a minus b)								\$2,717,684.58	
(Use lines d-o for single grant reporting)									
<b>Federal Expenditures and Unobligated Balance:</b>									
d. Total Federal funds authorized								\$8,343,778.00	
e. Federal share of expenditures								\$5,626,093.42	
f. Federal share of unliquidated obligations								\$0.00	
g. Total Federal share (sum of lines e and f)								\$5,626,093.42	
h. Unobligated balance of Federal funds (line d minus g)								\$2,717,684.58	
<b>Recipient Share:</b>									
i. Total recipient share required								\$1,672,951.55	
j. Recipient share of expenditures								\$1,138,995.10	
k. Remaining recipient share to be provided (line i minus j)								\$533,956.45	
<b>Program Income:</b>									
l. Total Federal share of program income earned								\$44,717.06	
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)								\$44,717.06	
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:  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  <b>Holmes, Stuart</b> <b>Deputy Director of Elections</b>						c. Telephone (Area code, number, and extension)  _____ d. Email Address  _____			
b. Signature of Authorized Certifying Official  <b>Holmes, Stuart</b>						e. Date Report Submitted (Month, Day, Year)  <b>July 15, 2021</b>			

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)

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**Federal Agency & Organization** : ELECTION ASSISTANCE COMMISSION**Federal Grant ID** : WA20101CARES**Recipient Organization** : Secretary of State, Washington  
416 Sid Snyder Ave SW, Olympia, WA 985011347**DUNS Number** :**DUNS Status when Certified** : ACTIVE (as of 07/15/2021)**EIN** :**Reporting Period End Date** : March 31, 2021**Status** : Awarding Agency Approval**Remarks** : Please provide the following information:

State interest earned (current fiscal year): \$4,196.55

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 Source: e.g. Sale of registration list

Program income expended (current fiscal year): \$0.00

The amended NGA, WA20101CARES-01, sent to us by Kinza Ghaznavi (EAC) on 8/31/2020, listed a "Current Award" amount of \$7,068, a "Prior Awards" amount of \$1,661,687, and a "Cumulative Funding" amount of \$1,688,755 for the state match. However, we have since discovered that the "Cumulative Funding" amount listed in the NGA is incorrect and should be  $\$7,068 + \$1,661,687 = \$1,668,755$ . Therefore, the correct amount for line 10i is calculated as follows:  $\$1,661,687$  (original state match) +  $\$7,068$  (amended state match) +  $\$4,196.55$  (state match interest) =  $\$1,672,951.55$

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**Federal Agency Review****Reviewer Name** :**Phone #** :**Email** :**Review Date** :**Review Comments** :

# EAC Progress Report

Response ID:309 Data

## 1. Login

Washington State Department of Social & Health Services  
Election Security Grant  
Reporting Period: Oct 1 - March 31  
Report Date: 03/31/2021

## 2. Verification

Report Date: 03/31/2021  
Report Period: Oct 1 - March 31  
Report Type: Semi-Annual  
Report Status: Submitted

## 3. EAC Progress Report

### 1. State or Territory:

Washington

### 2. Grant Number:

WA2010100101

### 3. Report:

Semi-Annual (Oct 1 - March 31)

### 4. Grant:

Please select only one.

Election Security

### Grant:

Please select only one.

CARES

### 5. Reporting Period Start Date

10/01/2020

### 6. Reporting Period End Date

03/31/2021

### 7. Recipient Organization:

#### Organization Name

Washington State - Office Of The Secretary Of State

**Street Address**

520 Union Ave Se

**City**

Olympia

**State**

WA

**Zip**

98501-1429

## 4. Progress and Narrative

**Final Progress Report:**

The final report is your opportunity to share the significant features of your project and present information about the results your project achieved.

It should be written as if the reader has no previous knowledge of your project's activities. The report should cover the entire period of performance.

**Review and Self-Assessment:**

Review and highlight all activities that occurred during the implementation of the project, including an assessment of your performance.

**CARES Grant Specific:**

Describe in detail how you used the funds to address the pandemic and explain how you implemented the approved grant activities.

Describe the major issues you faced in dealing with the pandemic and how you addressed or resolved those issues.

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

As this reporting period covered the 2020 General Federal Election many activities were gear toward election security during the General Election. Prior to the Election Security Grant award, security reviews/assessments of each county election department were conducted by the State Elections Security Operations Center and the Department of Homeland Security. Part of our approved grant activities included filling the gaps determined by the security review/assessments. To address the gaps, (as well as security improvements identified directly by county stakeholders), Statements of Work are submitted by the counties. They are reviewed, and approved by a committee. This includes items to improve physical security, improve cyber security, staff training, and replacement of vulnerable equipment. Additionally, OSOS Staff work with each County to go over their 2020 Security Review to ensure that any items identified during the review are resolved or action plans are in place. Plans are now forming for a second round of Security Reviews as well as distribution of new best practices and procedures based on lessons learned in 2020.

Types of things grant dollars were used on during this reporting period include:

- County Sheriff's Deputies to patrol both the inside and outside of off-site Voting Centers prior to the General Election and up through Election Night
- Development a new Emergency Evacuation Plan
- Replace a destroyed large ballot box

- Computers and associated equipment to conduct ballot design and tabulation at an off-site location
- We purchased and installed a new ballot sorter for incoming ballots
- Additional Accessibility Voting Units
- UOCAVA ballots stations
- Installed fire suppressants in drop boxes
- Security systems
- Portable lamps in the event of a power outage
- CPU lockers
- Emergency backup Build CPU and Central CPU
- Install electronic entry on interior and exterior doors
- Rented a RaySecur scanner to view the inside of incoming ballot envelopes and screen for hazardous materials.
- Temporary security camera on our large Ballot Drop Box
- Backup express servers for our tabulation system
- Larger USB drives for data backup
- battery backups to protect software from power surges and outages
- Badge key systems
- Standalone servers for elections
- Cisco SD - Access (software defined access) network wiring
- Purchase or long-term lease one fiber strand from their fiber bundle
- Purchased hard drives for back-up of VERITY election information.
- Additional parts for ballot sorters
- SANS cyber security training for some IT Department staff
- Live link to watch the inspection boards during ballot processing
- Enterprise Immune System from Dark Trace to help with potential cyber vulnerabilities
- Ballistic glass and bollards
- Audio-visual communication capability
- Acquired Domain name to reduce spoofing and misinformation campaigns
- County network secured
- Planning and project development
- Offsite data storage
- full inventory of all equipment
- Locking cabinets to store ballots, locking cages around equipment, and rolling security carts.
- Albert sensors
- Cyber security software licenses
- Staff time State Security Operations Center

**9. 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.**

**Otherwise enter N/A.**

There were no significant changes. There were a few adaptations of goals to help address the unique challenges of the 2020 General Election i.e. pandemic needs, additional security needs, and addressing COOP.

**10. 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.**

**Otherwise enter N/A.**

No significant issues arose causing us to not meet goals.

**Provide a description of any training conducted.**

Otherwise enter N/A.

**11. Provide a description of any security training conducted.**

Otherwise enter N/A.

- Training and practice drills to Emergency Evacuation Plans
- We had training on sorters, tabulation, and portable tabulation systems
- Trainings via webinars with the Election Security Team at the Secretary of State's Office on securely receiving emailed UOCAVA ballots through a secure portal via stand-alone computer
- Use of RaySecur scanner to look for hazardous material inside unopened ballot envelopes
- Cyber-security training/ certification attendance
- Center for Technology and Civic life training courses
- Purchased SANS cyber security training for IT Department staff classes (SEC504, SEC555, SEC566)

**12. 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.

Each county was awarded \$100,000 plus \$0.9048 per registered voter.

Other- Physical Security

Other – Administration

Voting Equipment and Process

Cyber Security

Other – COOP

Communications

Other- Training

Election Auditing

Voter Registration Systems

**13. Match (if applicable):**

**Describe how you are meeting the matching requirement.**

Otherwise enter - match not required.

The Washington State Legislature appropriated State match funding.

**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 N/A.

**Impact:**

**Write an assessment of how your project has impacted the problems you were trying to solve. Were there unexpected benefits? Shortfalls? \***

**Lessons Learned:**

Provide a review of your successes and suggest ways that your experience may be helpful to others. Did you make permanent changes to your processes?

## 5. Expenditures

### 14. Current Period Amount Expended and Unliquidated Obligations

#### GRANT COST CATEGORIES

	Federal	Match
Voting Equipment and Processes:	\$321,919.65	\$91,977.08
Post-Election Auditing:	\$126.00	\$0.00
Voter Registration Systems:	\$0.00	\$0.00
Cyber Security:	\$1,127,711.44	\$54,994.25
Communications:	\$3,943.29	\$1,126.66
Total	\$1,845,111.49	\$265,845.21
Other - Administration	\$500.53	\$19,299.73
Other - COOP	\$15,360.14	\$4,388.61
Other - Physical Security	\$357,319.04	\$101,578.48
Other - Training	\$18,231.40	-\$7,519.60

### Current Period Amount Expended and Unliquidated Obligations

#### CARES COST CATEGORIES

	Federal	Match
Voting Processes:		
Staffing:		
Security and Training:		
Communications:		
Supplies:		
Total		

## 6. Certification

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

Stuart

Holmes

Deputy Director of Elections



## 7. Report Submitted to EAC