

EAC CARES Progress Narrative Report

Response ID:131 Data

1. EAC-CARES Progress Narrative Report Login

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

2. Not a Bot Verification

reCAPTCHA answered

3. EAC CARES Progress Narrative Report

1. State:

Enter the name of the state or territory that received the grant and is submitting this report.

Alaska

2. Grant Number:

Enter the grant agreement number from the notice of grant award.

AK20101CARES

3. Report:

20 days after primary

4. DUNS/UEI:

Enter the recipient organization's Data Universal Numbering System (DUNS) number or System for Award Management (SAM) extended DUNS Number or the Unique Entity Identifier.

5. EIN:

Enter the recipient organization's Employer Identification Number (EIN) provided by the Internal Revenue Services.

6. Recipient Organization:

Enter the name of the recipient organization and address, including zip code.

Organization Name

Office Of The Lieutenant Governor Of Alaska

Street Address

P.o. Box 110015

City

Juneau

State

AK

Zip

99811

7. Progress Narrative:

Progress During Reporting Period

The CARES Act requires states to submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payment and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you used the funds to address the pandemic, the challenges you faced in responding to it and how you are meeting the state match requirement. Describe the major issues you faced in dealing with the pandemic in the election cycle and how you made funds available to local jurisdictions. Complete the cost table below describing your major expenditures under the grant. Add additional cost areas as needed that do not fit into the other categories.

Dear Commissioners:

The State of Alaska, Division of Elections (division) is pleased to submit this narrative report to document Alaska's use of Help America Vote Act (HAVA) Title I, Section 101 funds provided for in the CARES Act during the abovementioned reporting period.

The State of Alaska's expenditures remain consistent with the activities described for the permissible use of funds in HAVA Section 101(b). The state's use of the CARES/Title I funds was consistent with the requirements to use the funds for preventing, preparing for, and responding to the coronavirus domestically or internationally. The state is currently providing match funds using FY20-21 Primary and General election unrestricted general funds. Full costs are still being reconciled as election expenditures are being settled. However, as of this point in the CARES Grant reporting period, funds were expended for the following activities:

VOTING PROCESSES: \$315,104.88

During this reporting period, CARES funds were used to bolster the supplies of absentee voting envelopes, ballots for absentee voting and pay for additional mailing costs. For the Primary Election, there were 54,093 by-mail absentee applications submitted. In comparison to the last Primary Election in the 2016 Presidential election, this represents a six-fold increase in demand. Likewise, the division is gearing up for an even greater increase in demand for the General Election in November.

To meet the demand for absentee voting, our Absentee Office added two additional office spaces and temporary staff. CARES funds were expended to pay the additional lease costs of these locations as well as install equipment to allow the offices to function.

PERSONNEL/STAFF: \$20,546.56

During this reporting period, CARES funds were expended to pay the salary of Public Relations Manager who communicates with the public and media about safe elections practices during the pandemic. The Public Relations Manager designs communication content for print, digital and broadcasting that promotes and encourages safe voting options as well as precautions the Division is taking to keep the public safe.

CARES funds were also expended to pay for additional staffing for an expanded Absentee Voting Office. Due to the pandemic, absentee voting for the Primary Election increased over six-fold in comparison to the last Primary Election in the 2016 Presidential election. The Absentee Office jumped into action and set up an expanded office location staffed with approximately 17 temporary personnel to process absentee voting documents. A greater increase in absentee voting is predicted for the General Election and the temporary staff numbers will be adjusted accordingly to facilitate absentee voting

during the pandemic. In addition, one full-time permanent Absentee Office staff member was diverted and reassigned to manage the temporary Absentee Office as a result of the pandemic.

Due to concerns of the pandemic, the division was falling short in its recruitment of polling place workers for the Primary and General Election. To entice interest, the division enacted an emergency pay increase of \$3 per hour for polling place workers to bolster the number of people willing to work the polls during a pandemic. This increase will be covered with CARES funds. At the time of this report, the emergency pay increase has not been reconciled to the overall expenditure numbers for the Primary election because payroll has not been finalized yet, so that expense is not included in this report.

SECURITY AND TRAINING: \$20,730

During this reporting period, CARES funds were expended to create a virtual training program for election workers on voting day procedures and sanitization. Due to travel restrictions and safety concerns surrounding COVID-19, the virtual training program was created to provide a safe training environment for election workers throughout the state. For a majority of locations, training was provided via a livestream, DVDs and broadcast television. There can be many technology limitations in rural Alaska. To bypass those limitations training was broadcast on the 360North which is a statewide channel accessible by cable, satellite, digital television, livestream, or Alaska Rural Communications Service.

COMMUNICATIONS: \$97,200

Prior to the Primary Election, a comprehensive "Vote Safe 907" campaign was created to encourage safe voting options for the 2020 election cycle. The division contracted with television broadcasting companies around the state to schedule air time that would best reach voters to educate them on what to expect at polling places and what precautions to take. The messaging also included educating voters on how to vote by-mail for their safety and the deadlines when applying for by-mail voting.

SUPPLIES: \$537,361.02

During this reporting period, CARES funds were expended to purchase significant quantities of cleaning supplies, face shields, protective face masks, non-latex gloves, sneeze guards and other PPE for staff, poll workers and voters in all voting locations. Enough PPE was purchased to provide every election worker with PPE to ensure they could perform their job safely. Likewise, every voter arriving in-person at a voting location was offered PPE allowing them to feel safe when voting. Cleaning supplies were purchased to sanitize equipment and precinct locations before and after voting. Regional Offices installed sneeze guards at their locations to ensure voters could register and obtain information safely as well as keep their staff safe during election certification.

Supplies and office equipment were purchased to stand-up the expanded absentee voting office. Basic supplies such as chairs, tables, phones and other office supplies were purchased to ensure the temporary staff had all items necessary to respond to the increase in demand for absentee by-mail voting.

In summary, the State of Alaska is proud of its work to prepare the state for safe voting during the 2020 Federal election cycle in the midst of a pandemic.

Please let me know if you require any further information.

Sincerely,

Gail Fenumiai
Director

PROGRESS DURING REPORTING PERIOD

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The final report is your opportunity to share the significant features of your activities and present information about the results you achieved. The document should be written as if the reader has no previous knowledge of your activities. EAC would like to share the final reports with all states. The report should cover the entire period of performance. Review and highlight all activities that occurred during the period of the grant. Include the table of expenditures with cumulative expenditures for the entire project period.

CONCLUSIONS AND RECOMMENDATIONS

Summarize your entire project and the lessons learned during its implementation. Include a review of your successes and an assessment of how your activities addressed the pandemic. What did you learn about dealing with and preparing for a major crisis during an election year that can be helpful to other states? Did you make permanent changes to your processes? Were there unexpected benefits? Shortfalls?

8. 2020 HAVA CARES GRANTS

Current Period Amount Expended and Unliquidated Obligations

PANDEMIC GRANT COST CATEGORIES

	Federal	Match
Voting Processes, including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, mail drop boxes, hardware and software associated with signature comparison of returned ballots	\$249,340.18	\$65,764.70
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$18,062.83	\$2,483.73
Security and Training: Security for additional absentee or mail drop-boxes, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes	\$20,730.00	\$0.00
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$80,160.00	\$17,040.00
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$482,062.78	\$55,298.24

If you need additional rows for the summary table, please upload an Excel document with the same layout.

OMB CONTROL NUMBER: 3265-0020

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

First Name

Sharon

Last Name

Forrest

Title

Alaska Elections Administrative Officer

Phone Number

907-465-3049

Email Address

sharon.forrest@alaska.gov

2. Signature of Certifying Official:



Signature of: Sharon Forrest

5. Report Submitted to EAC



Thank you, your progress narrative report has been submitted to EAC. Please keep the PDF download of your submission as grant record.

CARES Funding Progress Narrative Submission

Sep 04, 2020 15:20:25 Success: Email Sent to: sharon.forrest@alaska.gov