

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) AL20101CARES		
3. Recipient Organization (Name and complete address including Zip code) Secretary of State, Alabama 600 Dexter Ave Ste S-105, Montgomery, AL 361303024							
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, 2020 To: December 31, 2020					9. Reporting Period End Date (Month, Day, Year) December 31, 2020		
10. Transactions							Cumulative
<i>(Use lines a-c for single or combined multiple grant reporting)</i>							
Federal Cash (To report multiple grants separately, also use FFR Attachment):							
a. Cash Receipts						\$6,498,674.00	
b. Cash Disbursements						\$4,376,717.05	
c. Cash on Hand (line a minus b)						\$2,121,956.95	
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized						\$6,498,674.00	
e. Federal share of expenditures						\$4,376,717.05	
f. Federal share of unliquidated obligations						\$0.00	
g. Total Federal share (sum of lines e and f)						\$4,376,717.05	
h. Unobligated balance of Federal funds (line d minus g)						\$2,121,956.95	
Recipient Share:							
i. Total recipient share required						\$1,299,735.00	
j. Recipient share of expenditures						\$1,094,179.29	
k. Remaining recipient share to be provided (line i minus j)						\$205,555.71	
Program Income:							
l. Total Federal share of program income earned						\$35,318.46	
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)						\$35,318.46	
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: \$0.00							
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 Merrill, John Secretary of State					c. Telephone (Area code, number, and extension)		
					d. Email Address		
b. Signature of Authorized Certifying Official Merrill, John					e. Date Report Submitted (Month, Day, Year) March 10, 2021		

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/OIG/PHR, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PHR Reports Clearance Officer

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID : AL20101CARES

Recipient Organization : Secretary of State, Alabama
600 Dexter Ave Ste S-105, Montgomery, AL 361303024

DUNS Number :

EIN : December 31, 2020

Reporting Period End Date : Report Certified/Pending Agency Approval

Status : State interest earned: \$0.00

Remarks : State interest expended: \$0.00
No program income was earned or expended during the grant period.

Federal Agency Review

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

EAC Progress Report

Response ID:109 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:

Alabama

2. Grant Number:

AL20101CARES

3. Report:

CARES (Off-cycle report only due February 28, 2021)

4. Grant:

Please select only one.

CARES

5. Reporting Period Start Date

03/28/2020

6. Reporting Period End Date

12/31/2020

7. DUNS/UEI:

8. EIN:

9. Recipient Organization:

Organization Name

Secretary Of State, Alabama

Street Address

600 Dexter Avenue, Suite S-105

City

Montgomery

State

AL

Zip

36130

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.

10. CARES Grant Specific:**Describe how you used the funds to address the pandemic.**

The funds were used in three primary ways to address the pandemic in Alabama. These three ways are poll worker recruitment and retention, additional support for absentee election managers, and providing supplies, cleaning services, and personal protective equipment (PPE) for poll workers, local election officials and polling places. Funds were used for poll worker recruitment and retention by offering supplemental pay to poll workers for both the July Primary Runoff Election and the November General Election to compensate the workers for the additional duties, such as sanitizing voting equipment throughout the day. Additional support was provided to absentee election managers statewide in two different ways. The primary runoff being rescheduled from March 31 to July 14 increased the number of days in the absentee voting period by 105 days. The increased number of days in the absentee voting period increased the compensation costs for absentee election managers. The Secretary of State's Office reimbursed the county governing bodies, called County Commissions, for a portion of this increased costs to remove the unexpected financial strain from the counties. For the General Election in November, the Secretary of State's Office provided additional support for absentee election managers by subsidizing the cost of additional absentee election manager assistants. This was done to help cope with the increased work load caused by an increased number of absentee ballots casted and to keep the absentee ballot process running as smoothly as possible. The final way the Secretary of State's Office used the CARES funds to address the pandemic is by providing supplies, cleaning services, and PPE for the poll workers and local election officials. Alabama created an application system for reimbursement of cleaning supplies, PPE, cleaning services, and other items the counties felt were necessary to make the Primary Runoff and the General Election as safe and germ-free as possible. The Secretary of State felt officials at the local level would be

better able to determine the needs for their individual counties.

11. Describe the major issues you faced in dealing with the pandemic in the election cycle.

The major issues faced in Alabama with the pandemic in the election cycle were an increase in strain placed on the absentee election managers, a decrease in participation of poll workers, and a general sense of concern regarding going to the polling locations during the time of the pandemic. Strain was placed on absentee election managers by an extended absentee voting period due to the Primary Runoff being rescheduled and by a dramatic increase in absentee ballots requested and voted. Poll worker participation decreased due to the risk posed by the pandemic that was magnified due to the mature age of many poll workers. There was also a general fear of safety concerning potential exposure and spreading of the virus when going to the polling places on Election Day to cast a ballot.

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

During this reporting period the July 14 Primary Runoff Election and November 3 General Election were both held. The Secretary of State's Office used the funds provided in the CARES Act to reimburse counties expenses incurred in facilitating these elections with the ongoing coronavirus pandemic. Funds were provided for cleaning supplies, cleaning services, and other items to enable to counties to provide safe and sanitized polling places for the citizens of Alabama to cast their votes. The funding also enable counties to provide their poll workers with PPE to protect themselves and voters from any potential exposure to the virus. The Secretary of State's Office also provided counties with funds to ease the strain of the increased absentee voting costs to enable the absentee ballot process to proceed without issues. The final implantation of grant activities in this reporting period was providing supplemental poll workers' pay to compensate these workers with increased duties due to the pandemic in an effort to recruit and retain an adequate number of poll workers throughout the state.

13. 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.

In June 2020, County Commissions submitted applications for reimbursement of expenses that were applicable to the rescheduled July 14 Primary Runoff Election. Checks were disbursed to counties based on these applications in late June and early July 2020. Applications were again submitted by counties for the November 3 General Election in October of 2020 for reimbursement. County checks were mailed to counties in October 2020. A final round of applications to cover any outstanding or unexpected reimbursable expenses for the July 14 Primary Runoff Election and for the November 3 General Election was submitted by counties to the Secretary of State's Office on December 1, 2020. The last set of county reimbursement checks was mailed to counties in early December 2020. The applications submitted by counties on each of the above referenced dates conformed to the submitted program narrative by reimbursing the counties for increased absentee election costs, supplemental poll workers' pay, and items, services, or other to prevent, prepare for or respond to coronavirus related to the July 14 Primary Runoff Election and the November 3 General Election.

14. 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.

15. 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

16. 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.

17. Provide a description of any security training conducted and the number of participants.

Otherwise enter - no security training conducted during this period.

No security training conducted during this period.

18. 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.

Alabama created an application system for reimbursement of increased absentee compensation expenses, supplemental poll workers' pay, cleaning supplies, PPE, cleaning services, and other items the counties felt were necessary to make the Primary Runoff and General Election as safe and germ-free as possible. The counties made an application to the Secretary of State's office through their governing bodies, County Commissions, requesting reimbursement based on itemized quotes, absentee attendance reports, and other various supporting documentation. These applications were submitted prior to the July Primary Runoff Election, prior to the General Election, and in December for any outstanding expenses. Once these applications were reviewed for accuracy, reasonableness, and validity the Secretary of State's Office would then approve the applications and cut a warrant for the requesting County Commission. These requests and approvals are all shown on the Secretary of State's website, <https://www.sos.alabama.gov/covid-19-voting-resources> .

19. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

For every reimbursement requested 80% was paid for by CARES funds and 20% was paid from state funds making the 20% cash match required.

20. 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.

21. Upcoming Activities:

Provide a timeline and description of upcoming activities.

The election cycle has been completed so there is no plan for upcoming activities involving the CARES funds.

5. Expenditures

22. Current Period Amount Expended and Unliquidated Obligations

CARES COST CATEGORIES

	Federal	Match
Voting Processes:		
Staffing:	\$504,283.70	\$126,070.93
Security and Training:		
Communications:		
Supplies:	\$3,010,991.42	\$752,747.86
Total	\$4,376,717.05	\$1,094,179.29
Supplemental Poll Worker Pay	\$861,441.97	\$215,360.50

6. Certification

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

First Name

John

Last Name

Merrill

Title

Secretary of State

Phone Number

Email Address

Signature of Certifying Official:



Signature of: John H Merrill

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.

EAC Progress Report Submission Confirmation and Edit Link

Feb 26, 2021 12:55:26
