

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) LA20101CARES		
3. Recipient Organization (Name and complete address including Zip code) STATE, LOUISIANA DEPARTMENT OF 8585 ARCHIVES AVE, BATON ROUGE, LA 708090206							
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 type="checkbox"/> Annual <input checked="" 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							\$6,212,616.00
b. Cash Disbursements							\$6,212,616.00
c. Cash on Hand (line a minus b)							\$0.00
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized							\$6,212,616.00
e. Federal share of expenditures							\$6,212,616.00
f. Federal share of unliquidated obligations							\$0.00
g. Total Federal share (sum of lines e and f)							\$6,212,616.00
h. Unobligated balance of Federal funds (line d minus g)							\$0.00
Recipient Share:							
i. Total recipient share required							\$1,242,523.00
j. Recipient share of expenditures							\$1,242,523.00
k. Remaining recipient share to be provided (line i minus j)							\$0.00
Program Income:							
l. Total Federal share of program income earned							\$3,210.00
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)							\$3,210.00
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Fixed	10	March 28, 2020	December 31, 2020	\$4,290,845.12	\$429,084.51	\$429,084.51
	Fixed	10	March 28, 2020	December 31, 2020	\$4,290,845.12	\$429,084.51	\$429,084.51
g. Totals:					\$4,290,845.12	\$429,084.51	\$429,084.51
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: State Interest Earned: \$0							
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 Thibodeaux, Melissa Budget Administrator					c. Telephone (Area code, number, and extension)		
					d. Email Address		
b. Signature of Authorized Certifying Official Thibodeaux, Melissa					e. Date Report Submitted (Month, Day, Year) April 1, 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/OCIO/PRA, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PRA Reports Clearance Officer

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID : LA20101CARES

Recipient Organization : STATE, LOUISIANA DEPARTMENT OF
8585 ARCHIVES AVE, BATON ROUGE, LA 708090206

DUNS Number :

DUNS Status when Certified : ACTIVE

EIN :

Reporting Period End Date : December 31, 2020

Status : Awarding Agency Approval

Remarks : State Interest Earned: \$0
State interest Expended: \$0
Program Income Earned: \$0
Program Income Expended: \$0

Federal Agency Review

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

EAC Progress Report

Response ID:206 Data

3. EAC Progress Report

1. State or Territory:

Louisiana

2. Grant Number:

LA20101CARES

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

Louisiana Department Of State

Street Address

8585 Archives Avenue

City

Baton Rouge

State

LA

Zip

70809-0206

4. Progress and Narrative

10. CARES Grant Specific:

Describe how you used the funds to address the pandemic.

Due to the pandemic, Louisiana's Presidential Preference Primary, originally scheduled for April 4th, was delayed and rescheduled for July 11th. This change allowed our agency the opportunity to put an emergency election plan in place. Measures within this plan provided the voting public a safe environment to cast their ballot as well as providing for the safety of the individuals working the election. Our agency carried many of these same measures into the November and December elections.

The Louisiana Department of State has utilized the CARES Act funding for many of these additional measures, which included the following:

- Purchase of high speed scanners to process increased absentee ballots
- Purchase of mobile voting units to ensure social distancing and CDC protocols at polling locations
- Increased staffing needs
- Hazard duty pay for Election Day commissioners and other staff working with the voting public
- Encouraging early voting by expanding early voting days and hours
- Advertising and media outreach to notify voting public of changes in the election and increased precautions
- Absentee ballots and election supply items
- Establishing additional sites to ensure social distancing and their associated costs
- Purchase, packaging, and transport of PPE across the state of Louisiana

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

The major challenges faced in responding to the pandemic during an election cycle were logistic in nature. Our agency had to establish an emergency election plan to be approved by the state legislature. For the Presidential Preference Primary, our plan was approved by the legislature, but then faced and survived a legal challenge in the courts. Then, for the November general election, our emergency plan was not approved by the governor and faced another legal challenge. The courts ordered many of the same measures in our Presidential Preference Primary emergency plan, and our agency followed the court order. The training of new protocols to over 15,000 election workers in a short time and the sheer volume of voters during the November general election was challenging. Additionally, our agency had to distribute massive amounts of PPE across the state to over 3,900 precincts.

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

All funds were used to address the effects of the coronavirus on the election.

Prior to the 2020 federal election cycle, high-speed scanners were purchased to expedite the processing of the increased number of returned absentee ballots.

During the Presidential Preference Primary (PPP) in July, CARES Act funds were utilized on extending the early voting days from seven to fourteen and contracting with drayman to deliver the PPE to each precinct.

During the Presidential election, funds were utilized for the following activities:

- Extending early voting days from seven to ten
- Increased absentee ballot printing
- Purchasing mobile voting units to ensure social distancing in larger/mega voting sites
- Hazard pay for poll workers on early voting and election day
- Contracting with drayman to deliver the PPE to each precinct
- Purchasing supplies and renting equipment to facilitate social distancing at precincts
- Media communication to notify public of precautions or changes in voting procedures

During the federal election in December, which included a runoff for 5th Congressional district, funds were utilized for hazard pay for poll workers and contracting with drayman to deliver the PPE to each precinct in 20 parishes that make up this Congressional district.

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.

Prior to the 2020 federal election cycle, high-speed scanners were purchased to expedite the processing of the increased number of returned absentee ballots.

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- Media communication to notify public of precautions or changes in voting procedures

During the federal election in December, which included a runoff for the 5th Congressional district, funds were utilized for hazard pay for poll workers and contracting with drayman to deliver the PPE to each precinct in the 20 parishes that make up this Congressional district.

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.

110 High Speed Scanners with associated software - \$1,275,500

3 Mobile Voting units - \$296,865.60

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.

N/A

19. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

The LA Department of State met the state match requirement with in-kind donations of PPE utilized during the Presidential Preference Primary election and federal elections in the fall of 2020. These in-kind donations were from the Louisiana Governor's Office of Homeland Security and Emergency Preparedness.

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.

All grant funds, interest earned, and the associated match have been expended; therefore, the next step would be to complete the grant closeout process with the EAC.

5. Expenditures

22. Current Period Amount Expended and Unliquidated Obligations

CARES COST CATEGORIES

	Federal	Match
Voting Processes:	\$2,335,824.94	
Staffing:	\$967,343.22	
Security and Training:	\$4,140.00	
Communications:	\$528,516.44	
Supplies:	\$184,697.57	\$1,242,523.00
Total	\$6,212,616.00	\$1,242,523.00
Others (PPE Storage/Delivery)	\$281,182.55	
Others (Travel)	\$49,605.89	
Others (Hazard Pay for Poll Workers)	\$1,432,220.88	
Others (Indirect Cost)	\$429,084.51	

6. Certification

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

First Name

Melissa

Last Name

Thibodeaux

Title

Budget Administrator

Phone Number

Email Address

Signature of Certifying Official:



Signature of: Melissa Thibodeaux

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.