

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) NE20101CARES			
3. Recipient Organization (Name and complete address including Zip code) Secretary Of State, Nebraska STATE CAPITOL STE 2300, LINCOLN, NE 68509							
4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type	7. Basis of Accounting		
				<input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: March 28, 2020				9. Reporting Period End Date (Month, Day, Year) December 31, 2020			
To: 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					\$3,686,252.00		
b. Cash Disbursements					\$1,611,628.21		
c. Cash on Hand (line a minus b)					\$2,074,623.79		
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized					\$3,686,252.00		
e. Federal share of expenditures					\$1,611,628.21		
f. Federal share of unliquidated obligations					\$0.00		
g. Total Federal share (sum of lines e and f)					\$1,611,628.21		
h. Unobligated balance of Federal funds (line d minus g)					\$2,074,623.79		
Recipient Share:							
i. Total recipient share required					\$737,250.00		
j. Recipient share of expenditures					\$402,907.05		
k. Remaining recipient share to be provided (line i minus j)					\$334,342.95		
Program Income:							
l. Total Federal share of program income earned					\$42,826.09		
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)					\$42,826.08		
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
						\$0.00	\$0.00
						\$0.00	\$0.00
g. Totals:						\$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 Arnold, Joan Controller				c. Telephone (Area code, number, and extension) d. Email Address			
b. Signature of Authorized Certifying Official Arnold, Joan				e. Date Report Submitted (Month, Day, Year) March 25, 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 : NE20101CARES

Recipient Organization : Secretary Of State, Nebraska
STATE CAPITOL STE 2300, LINCOLN, NE 68509

DUNS Number :

DUNS Status when Certified :

EIN :

Reporting Period End Date : December 31, 2020

Status : Awarding Agency Approval

Remarks : State Interest Earned: \$0.00
State Interest Expended: \$0.00
Program income earned total: \$0.00
Program income earned breakdown: \$0.00
Program income expended: \$.00

Faint, illegible text, possibly bleed-through from the reverse side of the page.

EAC Progress Report

Response ID:187 Data

3. EAC Progress Report

1. State or Territory:

Nebraska

2. Grant Number:

NE20101CARES-01

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

02/28/2021

7. DUNS/UEI:

8. EIN:

9. Recipient Organization:

Organization Name

Office Of The Secretary Of State

Street Address

1445 K Street Ste 2300

City

Lincoln

State

NE

Zip

68509-4608

4. Progress and Narrative

10. CARES Grant Specific:

Describe how you used the funds to address the pandemic.

Funds were used to prepare for and respond to the coronavirus for the 2020 Federal election cycle. Specifically, Nebraska used the CARES Act funding in the following ways:

Early Voting:

- Nebraska voters were informed of their choice of casting an early ballot by mail, voting in county election offices, or going to their polling site on Election Day. Our office paid for ads letting voters know of their options leading up to both the primary and general elections.
- Early ballot applications were sent to every active voter in the state. Costs associated with this mailing included the paper, printing, and postage. A few counties paid for these costs on their own, but most were either paid directly or reimbursed using grant funds.
- A supply of early ballot envelopes was purchased to ensure all counties would have enough to respond to early voting requests.
- Additional ballot drop boxes were purchased and installed as necessary in several counties to ensure voter access to a ballot drop box and proper security of the ballots.
- Temporary election staff and existing staff overtime were reimbursed to any counties if such additional costs were incurred in response to the influx of early ballots during the pandemic.
- For a few counties, additional equipment was needed such as letter openers or laptops to allow for the influx of early ballots and/or for staff to work remotely.

Recruiting Poll Workers:

- Our office paid for radio and newspaper ads, as well as direct mailers, asking Nebraska voters to step up and serve their communities as poll workers leading up to both the primary and general elections.
- Additional poll worker stipends were offered in many counties to encourage individuals to become poll workers.

Provide Personal Protective Equipment (PPE) for Poll Workers and Voters:

In order to ensure all possible health and safety measures were in place to protect the election offices, poll workers and voters, the Secretary of State's office purchased and shipped a variety of PPE to the counties. Example of PPE items included:

- Pens so voters did not have to share pens when marking their ballot.
- Painter's tape so poll workers could mark off 6 feet social distancing points in line.
- Hygiene kits for counties and every precinct site that gave election staff, poll workers and voters access to hand sanitizer, disinfecting wipes, face shields, gloves and masks.
- Wall mounted hand sanitizer stations for use in county offices for early voting.
- Additional PPE costs incurred by counties eligible for reimbursement through subaward agreements (e.g. sneeze guards).

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

One of the biggest concerns going into the primary and again in the general election was the possible exposure of voters to COVID-19 at crowded polling sites and/or significantly reduced voter turnout in response to the pandemic. In response, a large supply of PPE was obtained and distributed to the counties and early voting was encouraged.

The push for early voting led to additional concerns related to whether each county would be sufficiently funded and staffed to respond to significantly increased early voting requests. In response to the unexpected costs that counties had not budgeted or prepared for, our office purchased a supply of 500,000 sets of early ballot envelopes the counties could draw upon in the event they ran out. Those envelopes were made available for the primary and general election as needed. In addition, over 50 ballot drop boxes were purchased and distributed to counties that either did not have one at all or did not have a properly secured drop box. Nebraska counties had been using early ballots in previous federal elections so an existing process with knowledgeable staff was in place. However, the staff had never experienced the volume received in 2020, so the increase in the number of individuals using early ballots created a need to add temporary election workers, provide overtime for existing workers and provide physically distanced working accommodations for them.

Another major concern leading up to the primary was a significantly reduced poll worker turnout given the global pandemic and stay at home guidelines that were in place. In response, media ads were placed, direct mailers sent, and some counties offered stipends to encourage poll worker assistance.

A final concern was simply the logistics of distributing both the supply of PPE across the state, as well as getting the grant funding out to all the counties. Our office partnered with other state agencies, such as Administrative Services, Transportation, and the National Guard to coordinate storage and timely distribution of PPE across the state. We were also able to hire a Federal Aid Administrator with experience in subawards to administer a subgrant program. This Administrator served a primary point of contact to assist the counties with questions and concerns related to how the state would be financially assisting them throughout the 2020 election.

COVID restrictions prevented in-person training that had been scheduled for the counties with new voting systems.

Election Security Systems staff were on hand during the general election to assist in 66 counties in case of any issues.

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

More than 75% of the voters in the primary voted by mail and more than 50% of the voters in the general election voted by mail in 2020. This was a significant increase over the 2016 election, in which early voting accounted for only 19% of voting in the primary election and 25% of voting in the general election. In response to this massive influx of early voting, the aforementioned activities related to early voting and PPE were successfully implemented with the use of the HAVA CARES grant funding.

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.

March through May 2020:

- Assessed, ordered and distributed PPE and voting supplies (envelopes, drop boxes, etc.) needed for the increase in early voting and safe in-person voting.
- Sent out early voting applications and poll worker recruitment mailers.
- Ran ads to encourage early voting and recruit poll workers.
- Purchased drop boxes for counties that did not already have one.

June through August 2020:

- Reviewed processes from the primary election, made adjustments and planned for similar distribution of supplies for the general election.
- Recruited and hired a Federal Aid Administrator to the staff to prepare a means to providing subaward funding to counties.

August through October 2020:

- Assessed, ordered and distributed PPE and voting supplies needed to handle the increase in early voting and safe in-person voting.
- Sent out early voting applications.
- Ran ads to encourage early voting and recruit poll workers.

November 2020:

- COVID restrictions prevented in-person training that had been scheduled for the counties with new voting systems. Instead, Election Systems & Software staff were on site during the general election to assist in 66 counties in case of any issues.

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 as defined in Help American Vote Act Section 301 were purchased during this period under this grant. However, one letter opener was purchased, which had a value over \$5,000. It will be tracked as a fixed asset at the State level and inventoried annually until disposed. Additional details of this item are as follows:

- Item Description: Omation 306 Envelopener
- Serial Number: ZE02917
- Source of Funding: 2020 HAVA CARES NE20101CARES-01
- Ownership: Gage County Nebraska Election Office
- Acquisition Date: 9/11/2020
- Cost: \$15,444.00
- Percentage of Federal Participation: 100%
- Location: Gage County Courthouse, 612 Grant Street, Beatrice, NE 68310
- Use: 2020 General Election and exclusively for elections ongoing
- Condition: Good
- Status: Stored in a secured room when not in use

There were no unused or residual supplies with a threshold aggregate fair market value over \$5000.

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

Otherwise enter - no security training conducted during this period.

COVID restrictions prevented in-person training that had been scheduled for the counties with new voting systems. Instead, Election Systems & Software staff were on site during the general election to assist in 66 counties in case of any issues.

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.

A subaward process was established to provide grant funds to counties for expenses above their typical election expenses. Counties documented expenditures they incurred to provide for additional use of early voting, as well as the safety of voters and election workers due to COVID. Documentation and requests for reimbursements were reviewed and expenditures meeting the HAVA CARES grant requirements were reimbursed to the counties.

Subgrant activities at local voting jurisdictions are reported as "Other-Subaward expenditures" and included:

- Supplies including paper, envelopes, labels and postage necessary to accommodate increase in early voting ballots
 - Cleaning and relocation of polling precincts to provide social distancing and ensure voter and poll worker safety
 - Increased hours for county staff, stipends, and/or increased temporary election workers to assist with the increase demand for early voting ballots and to count early ballots
 - New equipment such as letter openers or workstations were added for some jurisdictions to provide for social distancing and in response to the influx of early ballots
-

19. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

A portion of the qualifying expenses were funded with existing state funds allowing the state to meet the 20% matching requirement.

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.

We received an extension to March 22, 2021 and will finalize and submit the final progress report and FFR by that deadline.

5. Expenditures

22. Current Period Amount Expended and Unliquidated Obligations

CARES COST CATEGORIES

	Federal	Match
Voting Processes:	\$649,692.98	\$132,394.26
Staffing:	\$36,318.33	\$7,483.95
Security and Training:	\$17,579.82	\$263,028.84
Communications:	\$46,812.20	\$0.00
Supplies:	\$218,233.72	\$0.00
Total	\$1,611,628.21	\$402,907.05
Subaward expenditures	\$642,991.16	\$0.00
Others (describe)		
Others (describe)		
Others (describe)		

OMB CONTROL NUMBER: 3265-0020

6. Certification

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

First Name

Marilyn

Last Name

Tabor

Title

Federal Aid Administrator

Phone Number

Email Address

Signature of Certifying Official:



Signature of: Marilyn Tabor

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.