

**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>OH20101CARES</b>			
3. Recipient Organization (Name and complete address including Zip code)  <b>Secretary of State, Ohio</b> <b>180 E Broad St 16th Fl, columbus, OH 432153726</b>							
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 type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: <b>March 28, 2020</b>				9. Reporting Period End Date (Month, Day, Year) <b>December 31, 2020</b>			
To: <b>December 31, 2020</b>							
<b>10. Transactions</b>					Cumulative		
<i>(Use lines a-c for single or combined multiple grant reporting)</i>							
<b>Federal Cash (To report multiple grants separately, also use FFR Attachment):</b>							
a. Cash Receipts					\$12,861,311.00		
b. Cash Disbursements					\$12,861,311.00		
c. Cash on Hand (line a minus b)					\$0.00		
<i>(Use lines d-o for single grant reporting)</i>							
<b>Federal Expenditures and Unobligated Balance:</b>							
d. Total Federal funds authorized					\$12,861,311.00		
e. Federal share of expenditures					\$12,861,311.00		
f. Federal share of unliquidated obligations					\$0.00		
g. Total Federal share (sum of lines e and f)					\$12,861,311.00		
h. Unobligated balance of Federal funds (line d minus g)					\$0.00		
<b>Recipient Share:</b>							
i. Total recipient share required					\$2,572,262.00		
j. Recipient share of expenditures					\$2,572,262.00		
k. Remaining recipient share to be provided (line i minus j)					\$0.00		
<b>Program Income:</b>							
l. Total Federal share of program income earned					\$41,807.54		
m. Program income expended in accordance with the deduction alternative					\$0.00		
n. Program income expended in accordance with the addition alternative					\$41,807.54		
o. Unexpended program income (line l minus line m and line n)					\$0.00		
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 (current fiscal year): \$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  <b>Geib, Scott</b> <b>Budget Coordinator</b>					c. Telephone (Area code, number, and extension)		
b. Signature of Authorized Certifying Official  <b>Geib, Scott</b>					d. Email Address		
e. Date Report Submitted (Month, Day, Year)  <b>February 26, 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 : OH20101CARES

Recipient Organization : Secretary of State, Ohio  
180 E Broad St 16th Fl, Columbus,OH432153726 :

DUNS Number

EIN

Reporting Period End Date : December 31, 2020

Status : Report Certified/Pending Agency Approval

Remarks : State interest earned (current fiscal year): \$0  
State interest expended (current fiscal year): \$0  
Program income earned (current fiscal year): \$0  
Program income expended (current fiscal year): \$0

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**Federal Agency Review**

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

# EAC Progress Report

Response ID:153 Data

## 1. Login

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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

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## 3. EAC Progress Report

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### 1. State or Territory:

Ohio

### 2. Grant Number:

OH20101CARES

### 3. Report:

Final ( Start of Grant - End)

### 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

Ohio Secretary Of State Office

**Street Address**

180 East Broad Street

**City**

Columbus

**State**

OH

**Zip**

43054

## 4. Progress and Narrative

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**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.

Despite the unprecedented challenges posed by the COVID-19 pandemic, Ohio was able to implement the most secure, safe, and accessible election cycle in state history. In the 2020 general election, Ohio had the largest voter turnout in voter history at a record-breaking 74%, surpassing the average of the presidential general election average from 2000-2020 of 65%. A record-breaking total of nearly 6 million votes were cast, with an 58.6% of votes being made up of absentee ballots or early in-person, compared to 33.5% in 2016. The rejection rate was also less than half of that from 2016 to a record breaking 0.42%.

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

- About \$9.6 million was distributed in grants to county boards of elections to use for CARES-eligible costs made necessary by the COVID-19 pandemic in preparation for the 2020 general election, including the hiring of additional staff, acquisition of necessary equipment, and the purchase of personal protective equipment for their staff, poll workers, and voters.
- About \$1.4 million was also distributed to county boards of elections to reimburse similar CARES-eligible costs that were needed by county boards to prepare for the 2020 Presidential primary election and to implement changes to that election that were made necessary by the COVID-19 pandemic. All other such costs for the primary election were reimbursed through a \$7 million state appropriation provided in H.B. 197, a portion of which will be used toward meeting our state match.
- About \$1.4 million was expended to mail an absentee ballot request to every registered voter in the state in order to make voting by mail more accessible during the COVID-19 pandemic.
- About \$520,000 was used on other various expenses made necessary by the COVID-19 pandemic, including PPE purchases on behalf of county boards of elections and for use by the Secretary of State's Office, health guidance signage which was distributed for display at every polling location in the state, equipment needed for staff to work remotely, and additional training and staffing costs for COVID-19 guidance and CARES sub-grant administration.

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

In the implementation of the 2020 election cycle, Ohio elections officials faced many challenges, but were able to successfully

carry out a safe, healthy, and secure election cycle, largely due to targeted use of CARES funding. These challenges included increased needs for: poll workers and COVID-19 related poll worker training, ballot quantities and processing equipment, additional staffing, acquiring PPE and cleaning supplies, and public communications regarding health guidance.

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

The vast majority of CARES funds (about 86%, or \$11.2 million) were distributed directly to county boards of elections in the form of cash grants or reimbursements for costs associated with the pandemic during both the 2020 primary and general elections. Eligible costs included, but were not limited to:

- Ballot quantities
- Staffing
- Central count equipment
- PPE and cleaning supplies
- Mailing equipment
- Precinct election official recruitment and training
- Paper pollbook backups
- Printed materials

County boards were required to use these funds to supplement their local resources to pay only for the additional costs incurred due to the pandemic.

The office also used CARES funds to mail absentee ballot application forms to every registered voter in order to make voting by mail more accessible during the COVID-19 pandemic. The remainder of CARES funds were used to purchase health guidance signage for polling locations, PPE and cleaning supplies and services, equipment to allow secure working from home, and costs necessary to implement and assist counties with sub-grants.

**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.**

The project activities described in this report conform with how we intended to use CARES funding as described in a letter dated April 16, 2020 in which the office requested to draw down the full amount of available CARES funding:

"The Secretary of State's Office will utilize these funds to supplement state funding to implement the requirements of H.B. 197, including reimbursement to the County boards of elections for eligible costs. Eligible costs for reimbursement include but are not limited to: vote by mail printing, postage, and equipment; secure receptacles for the return of ballots; temporary elections staffing; cleaning supplies; and protective masks and equipment. Additionally, these funds will be used to assist with any preparations and changes related to the November 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.**

The procurement of PPE and cleaning supplies was easier than anticipated as the state and local entities had access to the centralized state supply and large donations.

**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.**

The Secretary of State's office did not directly purchase any voting equipment. County boards of elections were permitted to use CARES sub-grant funding to purchase or lease central count scanning equipment and mailing equipment to process the increased number of absentee ballots that were sent and received by mail, including ballot folders, ballot extraction equipment, postage meters and other postal equipment, electronic letter openers, ballot flatteners, and ID tag scanners.

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

**Otherwise enter - no security training conducted during this period.**

Zoom meetings and conference calls were utilized to host trainings with the counties on pandemic related health risk and minimalization.

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**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.**

The office made funding available to county boards for the procurement of PPE and cleaning supplies for the 2020 primary election.

About \$1.4 million was also distributed to county boards of elections to reimburse all CARES-eligible costs that were needed by county boards to prepare for the 2020 primary election and to implement changes to that election that were made necessary by the COVID-19 pandemic. These costs including the hiring of additional staff, acquisition of necessary equipment, and additional PPE purchases for staff, poll workers, and voters. All other such costs for the primary election were reimbursed through a \$7 million state appropriation provided in H.B. 197.

Prior to the general election, the office provided each county board of elections a block grant of an amount determined by the number of registered voters in each county, with no county receiving less than \$25,000. Items and services purchased with these funds included:

- Ballot quantities
- Staffing
- Central count equipment
- PPE and cleaning supplies
- Mailing equipment
- Precinct election official recruitment and training
- Paper pollbook backups
- Printed materials

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

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

**Otherwise enter - match not required.**

In March of 2020, the Ohio General Assembly passed H.B. 197, which made many changes to the 2020 Presidential primary election due to the COVID-19 pandemic. The bill also included a \$7 million state appropriation to implement these changes. In conjunction with CARES funding, these state appropriations were used to reimburse county boards of elections for all costs incurred in implementing the election changes. Additionally, the office used approximately used these appropriations to notify registered voters in Ohio of changes to the primary election and how to request an absentee ballot. A portion of these \$7 million state appropriations is claimed to satisfy the state's CARES match requirement.

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**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.

**Impact:**

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

Ohio utilized CARES funds to provide county boards of elections with the resources they needed to successfully implement the 2020 primary and general elections, and to provide voters with health guidance information and voting option resources. The result of these efforts by the Secretary of State's office, local election officials, pollworkers, and all of our federal, state, and local partners was the most secure, safe, and accessible election cycle in state history.

**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?**

Our office has learned through this process that since local election officials know the specific elections-related needs and challenges in their local communities better than anyone, the county boards of elections are best served by block grant funding that allows them to procure the supplies, equipment, and services they need within guidelines set by the grant terms and by the Directives issued by our office.

## 5. Expenditures

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

#### CARES COST CATEGORIES

	Federal	Match
Voting Processes:		
Staffing:	\$30,681.09	
Security and Training:	\$7,172.67	
Communications:	\$1,794,862.82	\$1,692,262.00
Supplies:	\$55,098.27	
Total	\$12,903,118.54	\$2,572,262.00
Subgrants	\$11,015,303.69	\$880,000.00

## 6. Certification

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

**First Name**

Scott

**Last Name**

Geib

**Title**

Revenue & Budget Administrator

**Phone Number**

**Email Address**

Signature of Certifying Official:



Signature of: Scott Geib

## 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.