



DISTRICT OF COLUMBIA REQUEST for 2020 CARES FUNDS

April 14, 2020

Mona Harrington, Acting Executive Director
U.S. Election Assistance Commission
1335 East-West Highway, Suite 4300
Silver Spring, MD 20910

Dear Ms. Harrington:

The purpose of this letter is to certify that the District of Columbia will use the funds provided under the Notice of Grant Award, Agreement # C20101CARES, for activities consistent with the laws described in Section 906 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is 611498887 and the signed Certifications are enclosed.

We are requesting \$3,000,000.00. As a result of the significant spread of covid-19 and the concerns that the pandemic has generated both regionally and nationally, the DC Board of Elections (DCBOE or the Board) has identified the following expenditures as critical needs for protecting our registered voters, poll workers and elected officials for the 2020 Federal election cycle.

The DC Board of Elections (DCBOE) will use the \$3,000,000.00, to make expenditures in the following areas and in additional categories identified in the future to help protect registered voters and election officials:

- Printing of additional absentee ballots and envelopes and other peripheral supplies needed to support the “Vote Safe Program” that encourages higher

levels of absentee / mail ballot requests from the voters; increased postage costs related to the expansion of absentee voting to a vote by mail program;

- Staffing increases to handle the mailing, receiving and processing of vote by mail applications and ballots;
- Registration List Maintenance Activities identified to improve the accuracy and currency of registrant addresses to facilitate a vote by mail program;
- Technical upgrades to BOE systems to allow for online absentee / mail ballot processing of requests for registrations, change of addresses and ballot request and tracking;
- Acquisition of additional voting equipment to expand early vote centers with Ballot on Demand Printers;
- Installation and security for absentee / mail drop-boxes;
- Acquisition of additional voting equipment and hardware, including but not limited to high speed / central count tabulators and hardware and software associated with ballot scanning, mail sorting equipment and signature comparison of returned absentee / mail ballots for processing.
- Acquisition of laptops, mobile equipment and other IT related equipment, software and supplies needed to expand the BOE's telework component to support employee safety;
- Salary Expenses and benefit costs for elections staff, poll workers and additional temporary staff needed to ramp up for and process absentee /mail ballots and to work the vote centers;
- Public Relations and Communication expenses relating to the Covid-19 response and the impact to the District's voting process including - changes in registration, ballot request options, or voting procedures, including information on coronavirus precautions being implemented during the voting process;
- Mailings to inform the public on changes or determination of procedures of coronavirus precautions, options in voting, and other voting information; Pre- and post-election deep cleaning of polling places; Leasing of new polling places when existing sites must be closed;
- Additional costs related to establishing vote centers to replace polling places that would likely be unavailable, increased pay to attract more election workers, as persons who have traditionally served as such may not be inclined to serve in future elections out of fear of infections, and online and traditional advertising.
- Sanitizing expenses for supplies to keep the polling places and election equipment germ free including but not limited to hand sanitizer and

disinfectant wipes and PPEs such as gloves, masks, ultra violet lighting for equipment sanitizing and other resources that come to light as we continue safety efforts.

- Training related to proper sanitization procedures for in-person voting and office equipment for the entire election process.

To expedite procurement and distribution, the DCBOE will utilize the District of Columbia Office of Contracting Procurement on behalf of the Board to purchase as many of the major items identified above and distribute these items to the DCBOE based on documented needs resulting directly from the pandemic.

If you have any questions about this request, please contact Alice P. Miller at 202-727-6511 or apmiller@dcboe.org.

Sincerely,



Alice P. Miller
Executive Director

Cc.
Kinza Ghaznavi, Grants Manager