

# 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>CO20101CARES</b>				
3. Recipient Organization (Name and complete address including Zip code)  <b>SECRETARY OF STATE, COLORADO</b> <b>1700 BROADWAY STE 250, DENVER, CO 802901705</b>									
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: <b>March 28, 2020</b> To: <b>December 31, 2020</b>						9. Reporting Period End Date (Month, Day, Year) <b>March 31, 2021</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								\$6,180,003.00	
b. Cash Disbursements								\$6,180,003.00	
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								\$6,691,472.00	
e. Federal share of expenditures								\$6,180,003.00	
f. Federal share of unliquidated obligations								\$0.00	
g. Total Federal share (sum of lines e and f)								\$6,180,003.00	
h. Unobligated balance of Federal funds (line d minus g)								\$511,469.00	
<b>Recipient Share:</b>									
i. Total recipient share required								\$1,236,000.62	
j. Recipient share of expenditures								\$1,236,000.62	
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								\$52,102.41	
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)								\$52,102.41	
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:  "Please provide the following information:									
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>Lang, Brad</b> <b>Controller &amp; Budget Director</b>						c. Telephone (Area code, number, and extension)  d. Email Address			
b. Signature of Authorized Certifying Official  <b>Lang, Brad</b>						e. Date Report Submitted (Month, Day, Year)  <b>April 29, 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 : CO20101CARES

Recipient Organization : SECRETARY OF STATE, COLORADO  
1700 BROADWAY STE 250, DENVER, CO 802901705 :

DUNS Number :

DUNS Status when Certified :

EIN :

Reporting Period End Date : March 31, 2021

Status : Report Certified/Pending Agency Approval

Remarks : "Please provide the following information:  
  
State interest earned (current fiscal year): \$0  
State interest expended (current fiscal year): \$0  
Program income earned (current fiscal year): \$0  
Program income earned breakdown (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

1 2 3 4 5 6 7 8 9 10 11 12

## 1. Login

When the grant is awarded, the recipient is given a unique login and password to access the EAC system. The recipient is responsible for maintaining the confidentiality of the login and password and for notifying the EAC of any loss or compromise of the login and password.

1. Login

2. Grant Number

3. Report

4. Grant

5. Reporting Period Start Date

## 3. EAC Progress Report

### 1. State or Territory:

Colorado

### 2. Grant Number:

CO20101CARES-01

### 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

03/26/2021

### 7. Recipient Organization:

#### Organization Name

Colorado Department Of State

#### Street Address

1700 Broadway, Suite 550

#### City

Denver

State

CO

Zip

80290

#### 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.

During the CARES Act Grant reporting period, we spent grant funds in accordance to our approved state plan and the HAVA act. The following is a summary of the activities for which funds were expended in this reporting period .

##### Election Safety Grants

During the reporting period, the Department expended \$2,002,112.68 in CARES Act funds and \$82,166.77 in CARES Act State Match funds to assist counties in acquiring Personal Protective Equipment (PPE) and other related expenses to protect election workers and voters during the pandemic. This equipment allowed voters to safely vote and election officials and workers to mitigate COVID-19 infection risk while conducting three federal elections.

##### Grants for the Purchase and Installation of Drop-boxes and Associated Materials

During the reporting period, the Department expended \$212,816.39 in CARES Act funds to aid counties in purchasing and installing 24-hour ballot drop boxes . In 2016, Colorado began issuing grants to counties around the state for the purchase and installation of ballot drop boxes. Counties with more than 10,000 active voters were reimbursed up to 80 percent of their costs, while counties with less than 10,000 active voters were reimbursed up to 90 percent of their costs, with a maximum reimbursement of \$10,000.00 per county. Counties could ask for reimbursement for the cost of the purchase, delivery and installation of the drop-box, along with the cost for the purchase, delivery, and installation of equipment needed to keep the box secure, including camera equipment. To date, 53 counties across the state have applied for and received this grant.

These grant funds were used to improve the administration of elections for Federal office in Colorado. In 2013, Colorado began mailing all active voters in the state a ballot. To improve both the speed and safety of returning those ballots, Colorado counties began to place ballot drop-boxes around their communities for voters to use. This grant program encouraged counties either to increase their use of drop boxes. Usage of the drop boxes by voters has continued to increase, and the majority of voters now use it to return their ballots around the state. In 2020, these drop boxes provided a safe means for voters to return their voted ballot securely in three federal elections while maintaining social distance and protecting their health and safety, and that of election workers, during the COVID-19 pandemic.

##### Additional Election Judge Pay Grants

During the reporting period, the Department expended \$384,317.93 of CARES Act Grant funds to provide additional pay for election judges for the June 30, 2020 Preference Primary and for the November General Election to assist counties in the recruitment of election judges. These funds were provided to the counties to provide adequate compensation for election judges to ensure that counties were able to fill all necessary positions to successfully run each election. These funds enabled counties to recruit additional judges, increase hourly pay, and offer paid sick leave.

#### Preference Primary Election Mailing Grants

During the reporting period, the Department expended \$491,509.17 of the CARES Act Grant funds and \$327,780.94 of CARES Act State Match funds to provide a one-time assistance in ballot printing, inserting and mailing costs associated with the June 30, 2020 Preference Primary Elections.

#### Voter Information during Pandemic

During the reporting period, the Department expended \$2,167,785.13 of CARES Act Grant funds and \$730,449.82 of CARES Act Grant State Match funds to provide voters information concerning voter information and impacts of the pandemic. In addition to a general outreach effort to inform voters about voting safely during the COVID-19 pandemic, the Department worked to reach particularly vulnerable populations including homeless voters. The Department also worked to ensure voters on tribal lands had access to information about voting safely during the 2020 elections.

#### Misinformation/Disinformation

During the reporting period, the Department expended \$114,552.20 in CARES Act Grant funds and \$31,690 in CARES Act State Match funds to combat and prevent foreign misinformation and disinformation from misleading voters in Colorado. We engaged in disseminating accurate information regarding voting as well as monitoring and combatting foreign misinformation and disinformation.

#### Secure Remote Election Judge Training

During the reporting period, the Department expended \$663,092.78 in CARES Act Grant funds to enable counties provide secure remote training for election judges during the pandemic to ensure that election judges were prepared for the elections, sensitive data was secured, and that we mitigated health risks.

#### Cybersecurity Protection of Election Systems

During the reporting period, the Department expended \$73,786.83 in CARES Act Grant funds to provide additional cybersecurity protection for our election systems to protect and prevent outside threats from accessing our systems.

#### County Support to Prepare and Execute Elections

During the reporting period, the Department expended \$63,913.09 in CARES Act State Match funds assisting counties with adapting to the pandemic, preparing for and successfully holding multiple Federal elections occurring during the pandemic.

#### Additional Capacity for Receiving Secure Ballots

During the reporting period, the Department expended \$70,030.00 in CARES Act Grant funds to expand our office's capabilities to received ballots through our Secure Ballot systems for military and overseas voters.

Overall we were able to get a substantial portion of the grant and match out to the counties to support them during the pandemic as well as increasing our security and capabilities to adapt to the pandemic environment with the compressed timeframe.

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## 8. CARES Grant Specific:



**Describe in detail how you used the funds to address the pandemic and explain how you implemented the approved grant activities.**

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#### **9. Describe the major issues you faced in dealing with the pandemic and how you addressed or resolved those issues.**

Our office faced tight deadlines and difficulties in meeting necessary procurement requirements and busy counties which resulted in delays and extra work for the counties in trying to get additional funds to them to help prepare and execute the Federal elections during the pandemic. In order to resolve these issues, we focused on the pandemic and allocated additional resources to ensuring that we were able to get the funds out to the counties and also add additional capabilities and security in direct response to the pandemic and the additional difficulties it caused.

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#### **10. Provide a description of any training conducted.**

**Otherwise enter N/A.**

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#### **11. 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.**

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### 12. Match (if applicable):

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

**Otherwise enter - match not required.**

We received additional appropriation of State funds to meet the required match. Expenditures were in compliance with same requirements as the Federal funds.

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### 13. Impact:

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

Having these funds significantly increased our ability to not only respond to the pandemic from the State's perspective, but



also assist counties in obtaining extra resources and PPE to ensure that election workers/volunteers were protected and able to ensure the Federal elections were successful.

14. 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?

We were able to successfully increase our security and capabilities in response to the pandemic to meet that changing enviroment prior to the elections. We accomplished this through internal cybersecurity improvements and capabilities as well as providing funding to the counties to accommendate changing needs due to the pandemic. We have added secure capabilites that as continued into the future will ensure that future elections continue to be secure and meet the changing needs of voters.

5. Expenditures

15. Current Period Amount Expended and Unliquidated Obligations

CARES COST CATEGORIES

	Federal	Match
Voting Processes:		
Staffing:		
Security and Training:	\$806,910.00	
Communications:	\$2,282,337.00	\$762,139.82
Supplies:	\$2,214,929.00	\$82,166.77
Total	\$6,180,003.00	\$1,236,000.62
Other: Ballot mailing	\$875,827.00	\$391,694.03

6. Certification

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

First Name

Kyle

Last Name

Dostart

Title

Accountant

Phone Number

XXXXXXXXXX

Email Address

XXXXXXXXXX@XXXXXX.XX

Signature of Certifying Official:

A handwritten signature in black ink, appearing to read 'Kyle Dostart', written on a light gray background.

Signature of: Kyle Dostart