

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)				
3. Recipient Organization (Name and complete address including Zip code) STATE LIBRARY AND ARCHIVES, TENNESSEE 403 7th Ave N, Nashville, TN 372431409								
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 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) September 30, 2021				
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					\$7,295,486.80			
b. Cash Disbursements					\$7,295,486.80			
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					\$7,982,281.00			
e. Federal share of expenditures					\$7,295,486.80			
f. Federal share of unliquidated obligations					\$0.00			
g. Total Federal share (sum of lines e and f)					\$7,295,486.80			
h. Unobligated balance of Federal funds (line d minus g)					\$686,794.20			
Recipient Share:								
i. Total recipient share required					\$1,599,289.55			
j. Recipient share of expenditures					\$1,512,706.13			
k. Remaining recipient share to be provided (line i minus j)					\$86,583.42			
Program Income:								
l. Total Federal share of program income earned					\$12,516.68			
m. Program income expended in accordance with the deduction alternative					\$0.00			
n. Program income expended in accordance with the addition alternative					\$12,516.68			
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: "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 Dodd, Andrew HAVA Attorney					c. Telephone (Area code, number, and extension)			
					d. Email Address			
b. Signature of Authorized Certifying Official Dodd, Andrew					e. Date Report Submitted (Month, Day, Year) December 29, 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

Recipient Organization

DUNS Number

DUNS Status when Certified

EIN

Reporting Period End Date : September 30, 2021

Status : Awarding Agency Approval

Remarks : "Please provide the following information:

State interest earned (current fiscal year through 06/30/21, no interest posted for 07/01/21-09/30/21): \$957.81

State interest expended (current fiscal year): \$957.81

Program income earned (current fiscal year): \$0.00

Program income earned breakdown (current fiscal year): \$ Source: e.g. Sale of registration list---N/A

Program income expended (current fiscal year): \$0.00

Federal Interest Earned cumulative through 06/30/21

"

Federal Agency Review

Reviewer Name

Phone #

Email

Review Date

Review Comments

2021-2022 EAC Progress Report

3. EAC Progress Report

1. State or Territory:

Tennessee

2. Grant Number:

TN20101CARES

3. Report:

Final (Start of Grant - End)

4. Grant:

CARES

5. Reporting Period Start Date

03/28/2020

6. Reporting Period End Date

09/30/2021

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.

In March 2020, we worked with county election officials, vendors, and others to develop a comprehensive plan to conduct elections during the COVID-19 pandemic. CARES funds helped us implement these plans, which resulted in successful elections on August 6 and November 3. We identified needs throughout the election process in the Plan.

Our greatest success was in ensuring an adequate number of workers to staff both the August primary and November general elections. We placed a high priority on the recruitment of poll workers so we could keep polling places open across the state. Doing so allowed us to spread voters across multiple sites and achieve social distancing. Unlike what happened in other states, we did not close any Election Day polling places for lack of poll officials in August or November.

We set up an online portal where potential poll workers could apply to work and advertised extensively across traditional, social, and earned media on platforms such as Facebook, Instagram, Google, YouTube, Spotify, Snapchat, and LinkedIn. This effort generated more than 19,000 contacts for potential poll officials. A typical presidential election requires roughly 17,000 poll officials.

Once again, in our efforts to facilitate social distancing and further distribute voter turnout, some counties expanded hours and locations for early voting. We also increased promotion of early voting, and our early voting and overall turnout were up significantly from comparable August and November elections in presidential cycles. As a result of our promotion of the safety and cleanliness of early voting, Tennessee shattered its previous early voting record.

We also made sure counties had access to previously unnecessary items like sneeze guards and social distancing resources. We purchased hand sanitizer for every county in the state for the August election and received donated hand sanitizer for the November election. Essential PPE, including masks, gloves, gowns, and face shields, was provided for each county in coordination with another state agency. Counties also used these funds to designate and staff locations for voters with symptoms of COVID-19 or who were quarantining as a result of exposure.

Tennesseans have long demonstrated a preference for voting in-person, with 2.5% or less of participating voters choosing to vote by-mail in an average election, however during this election, we planned for an increase in absentee by-mail voting. These funds also assisted in increasing absentee by-mail ballot capacity by helping county election commissions acquire additional scanners and supplies like extra ballot boxes.

Both the August and November elections saw a significant increase in votes cast using absentee by-mail ballots, particularly among voters who are 60 and older. Nearly twice as many Tennesseans than ever before cast an absentee by-mail ballot in our August primary, and then the record nearly doubled again in November.

Our office arranged for the printing of a sufficient number of absentee ballot envelopes to distribute to counties, and these funds also helped pay temporary workers to assist in the timely distribution and counting of absentee by-mail ballots.

As we developed our plan and observed lessons learned from other states, we knew that having sufficient polling places and poll officials would be critical, as well as ensuring adequate resources to timely count ballots. As discussed above, we dedicated significant time and resources to making sure these needs were met safely and securely.

7. CARES Grant Specific:

Describe in detail how you used the funds to address the pandemic.

See the Review section above.

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

Absentee by-mail ballots were the subject of several lawsuits during the 2020 election cycle. A county judge's order changed state law by eliminating the excuse requirement before our federal primary in August. This decision was ultimately overturned by

the Tennessee Supreme Court but forced several changes to our procedures and plans as a result of the trial judge's orders, even after she was reversed. Because of the judge's orders and specific instructions that she did not allow deviation from regarding those eligible to vote by-mail, educational materials had to be destroyed or manipulated. We intended to do a mailout regarding the process of requesting an absentee ballot to all voters over 60 since they are eligible for absentee by-mail ballots under state law. This mailing was cancelled when the judge changed the law and created uncertainty about the requirements and necessary instructions.

9. Provide a description of any training conducted, including security training.

As described above, we worked with county election officials, vendors, and others to develop a comprehensive plan to conduct elections during the COVID-19 pandemic. We trained county election officials on a series of conference calls and provided follow up information throughout the election cycle. County election commissions trained local poll workers on best practices to ensure the safety and cleanliness of in-person voting.

10. Subgrants:

Did your office provide subawards to local jurisdictions during this reporting period?

Yes

11. Describe the activities carried out by your subgrantees during the reporting period.

We allocated a significant percentage of our CARES funds to subgrants for county election commissions who are responsible for administering the elections in their counties. In the Plan, we initially awarded each county \$1.50 per voter based on 50 cents for the August election and one dollar for the November election. We communicated regularly with county election administrators and asked them to keep us abreast of other needs beyond this allocation.

Counties have used these grants to accomplish the changes to the in-person and absentee by-mail voting processes described above, including ballot scanners, additional personnel, supplies needed to facilitate social distancing and minimize contact at polling places, handling the unprecedented increase in absentee by-mail ballots, and additional expenses like communicating county-specific voter information and cleaning of polling places.

The "Other" category below is the amount spent by subgrantees on supplies.

Provide a breakdown of aggregate subawards expenditures across major categories.

Voting Equipment : \$2,524,189.57

Election Auditing : \$2,595,053.94

Security : \$123,868.36

Communications : \$224,808.38

Other (Specify above) : \$1,129,280.65

Total : \$6597200.9

12. Match:

Describe how you are meeting or have met the matching requirement.

We have provided our state match using existing resources and in-kind contributions to offset the impact of the match. These in-kind contributions consisted of donated goods like hand sanitizer and the value of earned media as we conducted voter outreach about voting procedures during the pandemic. Matching funds were also used to assist county election commissions in obtaining voting equipment and providing subgrants for the activities described above, as well as funding temporary staff in the state election office to provide additional support for election officials, voters, and administration of the grant.

13. Report on the number and type of articles of voting equipment obtained with the funds. Include the amount expended on the expenditure table.

Bedford - 2 scanners

Benton - 2 scanners

Bledsoe - 1 scanner

Blount - 9 scanners

Bradley - 2 scanners
Campbell - 2 scanners
Cannon - 1 scanner
Carroll - 3 scanners
Carter - 2 scanners
Cheatham - 2 scanners
Claiborne - 1 scanner
Clay - 1 scanner
Cocke - 1 scanner
Coffee - 2 scanners
Crockett - 1 scanner
Cumberland - 4 scanners
Davidson - 1 scanner
Decatur - 1 scanner
Dickson - 2 scanners
Dyer - 1 scanner
Fayette - 2 scanners
Fentress - 1 scanner
Franklin - 1 scanner
Gibson - 1 scanner
Giles - 1 scanner
Grainger - 1 scanner
Greene - 1 scanner
Grundy - 1 scanner
Hamblen - 1 scanner
Hamilton - 1 scanner
Hancock - 1 scanner
Hardeman - 1 scanner
Hardin - 1 scanner
Hawkins - 1 scanner
Haywood - 1 scanner
Henry - 1 scanner
Hickman - 1 scanner
Houston - 1 scanner
Humphreys - 1 scanner
Jackson - 1 scanner
Jefferson - 2 scanners
Johnson - 1 scanner
Lauderdale - 1 scanner
Lawrence - 1 scanner
Lewis - 4 scanners
Lincoln - 2 scanners
Loudon - 5 scanners
Macon - 1 scanner
Madison - 7 scanners
Marion - 1 scanner
Marshall - 2 scanners
Maury - 6 scanners
McMinn - 2 scanners
McNairy - 2 scanners
Montgomery - 2 scanners
Moore - 1 scanner
Morgan - 1 scanner

Obion - 1 scanner
Overton - 1 scanner
Perry - 1 scanner
Pickett - 1 scanner
Putnam - 3 scanners
Rhea - 3 scanners
Roane - 2 scanners
Robertson - 2 scanners
Rutherford - 7 scanners
Scott - 1 scanner
Sequatchie - 1 scanner
Sevier - 9 scanners
Shelby - 4 scanners
Stewart - 1 scanner
Sullivan - 9 scanners
Sumner - 7 scanners
Tipton - 1 scanner
Union - 1 scanner
Warren - 3 scanners
Washington - 3 scanners
Wayne - 1 scanner
Weakley - 1 scanner
White - 2 scanners
Williamson - 2 scanners
Wilson - 1 scanner

14. Impact:

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

As described above, with so many voters preferring and continuing to utilize in-person voting, ensuring an adequate number of poll officials was critical. We also needed to prepare for the increase in absentee by-mail ballots to ensure that these ballots could be processed timely and without a delay to the election results. Tennessee election officials rose to the occasion and conducted elections that were safe, secure and free of controversy.

15. 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? What are some areas of potential improvement?

Developing a plan early in the process was vital to our successes. Even more critically, our plan was designed and implemented to comply with state law so election officials and voters could continue to rely upon the sensible election laws adopted by the Tennessee General Assembly. Despite the challenges, Tennessee voters set a presidential turnout record in November.

5. Expenditures

16. CARES COST CATEGORIES - FEDERAL

Voting Equipment and Processes: : \$350792
Voter Education/Communications: : \$123097

Staffing: : \$67089
Supplies: : \$292700
Subgrants: : \$6474325

Total : \$7308003
Comments:

17. CARES COST CATEGORIES - MATCH

Voting Equipment and Processes: : \$70175
Voter Education/Communications: : \$1208894
Staffing: : \$14746
Supplies: : \$96015
Subgrants: : \$122876

Total : \$1512706
Comments:

7. Expenditures

18. Confirm Total CARES Expenditure Amounts

Federal : \$7,308,003.48
Match : \$1,512,706.13

Total : \$8820709.61

OMB CONTROL NUMBER: 3265-0020

8. Certification

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

First Name

Andrew

Last Name

Dodd

Title

HAVA Attorney

Phone Number

Email Address

19. Add another contact to send a copy of submission confirmation and edit link?

Signature of Certifying Official:



Signature of: Andrew Dodd

9. Report Submitted to EAC



Thank you. Your Final (Start of Grant - End) progress report for CARES has been submitted to the EAC. Please keep the PDF download of your submission as grant record.