

**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)		
3. Recipient Organization (Name and complete address including Zip code) <b>Secretary of State, Texas 1019 Brazos Street, Austin, TX 787012413</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 checked="" type="checkbox"/> Annual <input 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>September 30, 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						\$24,546,840.00	
b. Cash Disbursements						\$23,678,093.28	
c. Cash on Hand (line a minus b)						\$868,746.72	
<i>(Use lines d-o for single grant reporting)</i>							
<b>Federal Expenditures and Unobligated Balance:</b>							
d. Total Federal funds authorized						\$24,546,840.00	
e. Federal share of expenditures						\$23,678,093.28	
f. Federal share of unliquidated obligations						\$0.00	
g. Total Federal share (sum of lines e and f)						\$23,678,093.28	
h. Unobligated balance of Federal funds (line d minus g)						\$868,746.72	
<b>Recipient Share:</b>							
i. Total recipient share required						\$4,909,368.00	
j. Recipient share of expenditures						\$4,391,412.65	
k. Remaining recipient share to be provided (line i minus j)						\$517,955.35	
<b>Program Income:</b>							
l. Total Federal share of program income earned						\$102,485.80	
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)						\$102,485.80	
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:							
<b>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)</b>							
a. Typed or Printed Name and Title of Authorized Certifying Official  <b>Glotzer, Dan Election Funds Manager</b>					c. Telephone (Area code, number, and extension)		
					d. Email Address		
b. Signature of Authorized Certifying Official  <b>Glotzer, Dan</b>					e. Date Report Submitted (Month, Day, Year)  <b>February 11, 2022</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

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(Additional Page)

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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): \$0

State interest expended (current fiscal year): \$0

Program income earned (current fiscal year): \$0

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

Program income expended (current fiscal year): \$0

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**Federal Agency Review**

Reviewer Name

Phone #

Email

Review Date

Review Comments

# 2021-2022 EAC Progress Report

## 1. Login

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## 3. EAC Progress Report

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### 1. State or Territory:

Texas

### 2. Grant Number:

TX20101CARES

### 3. Report:

Annual (Oct 1 - Sept 30)

### 4. Grant:

CARES

### 5. Reporting Period Start Date

03/01/2021

### 6. Reporting Period End Date

09/30/2021

## 4. Progress and Narrative

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### 7. CARES Grant Specific:

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

Texas opted to allocate its HAVA CARES Act funding to the counties using an existing methodology outlined in Chapter 19 of the Texas Election Code, which is based on voter registration activity. Once the state received the necessary signed documentation, the funds were released to the county. The counties expended funds on a variety of activities across all five program categories to offset challenges presented by the pandemic, including, but not limited to, the following:

Mail ballot costs, software, tabulation equipment, equipment to assist with curbside voting, letter opening equipment, and other costs to assist with the voting process.

Additional poll-workers and temporary staff to assist with social distancing and other safety protocols, added hours for early voting, and other duties imposed by the COVID-19 pandemic.

Pre and post cleaning of polling locations, other measures needed to ensure the safety of election staff and the public, and training of election staff on safety as it relates to the COVID-19 pandemic.

Public relations costs to communicate information to the voters how to safely navigate the voting process, including signage at the polling locations, disseminating information thru various media platforms, and other methods to communicate with the public.

Cleaning supplies, PPEs, other protective materials, laptops, e-pollbooks, and other equipment and supplies to assist with the challenges associated with the pandemic response as it relates to elections.

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

Ensuring the counties had the ability to acquire the resources needed to conduct a safe and secure election was a major issue that Texas was able to overcome with the help of the HAVA CARES Act funding. Texas was able to disseminate the funding quickly so that the county's were able to obtain the goods and services and other necessary resources to safely and effectively conduct the election.

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

A number of counties used CARES funding to provide training to election staff and election workers on COVID-19 safety protocols.

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**10. Subgrants:**

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

Yes

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

As described above, the funds were awarded almost immediately to the counties upon receipt from the federal government. The counties acquired resources as needed and the state is in the final stages of verifying those expenditures. The basic objective of the grant was to ensure a safe and successful election during the pandemic, which Texas accomplished as evidenced by record turnout with no major issues. The counties utilized all program categories allowed under the grant with the majority of the funds being spent on Voting Processes, Staffing, and Supplies.

Since the last report period, the required reporting categories have changed slightly. Accordingly, Texas has categorized its most recent report period expenditures as follows:

Category/Federal/Match

VOTING EQUIPMENT \$-/-\$-

ELECTION AUDITING \$-/-\$-

VOTER REGISTRATION SYSTEMS \$-/-\$-

SECURITY \$4,746.16/\$30.33

COMMUNICATIONS \$8,453.95 /\$772.47

OTHER (STAFFING) \$150,064.30/\$24,427.64

OTHER (VOTING PROCESSES & SUPPLIES) \$278,931.87/\$64,817.03

UNLIQUIDATED OBLIGATIONS \$2,376,105.25

It should be noted that the counties purchased Voting Equipment and Voter Registration System costs with grant funds during the grant period, both new categories this report period. It should further be noted that both of those categories of expenses were reported in the Voting Processes and Supplies categories in previous reports. Regardless, there were no Voting Equipment or Voter Registration System costs this report period.

**Provide a breakdown of aggregate subawards expenditures across major categories.**

Voting Equipment : \$0.00  
Election Auditing : \$0.00  
Voter Registration Systems : \$0.00  
Security : \$4,746.16  
Communications : \$8,453.95  
Other (Voter Reg. Security Equipment) : \$150,064.30  
Other (Specify above) : \$278,931.87  
Other (Specify above) : \$2,376,105.25

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Total : \$2818301.53

**12. Match:**

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

Each county has been required to match the federal funds sub-granted to the county at 20%. The Texas Secretary of State is verifying the required match thru expenditure reports submitted by the counties. The state is currently collecting final data from the counties and recognizes that the current reported match is less than 20%. This is due to the fact that the state fronted the money to the counties; however, the state fully anticipates the final reported expenditures to meet or exceed the required 20% match.

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

N/A

**Login Capture**

**5. Expenditures**

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**14. CARES COST CATEGORIES - FEDERAL**

Subgrants: : \$2818302

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Total : \$2818302

**Comments:**

**15. CARES COST CATEGORIES - MATCH**

Subgrants: : \$90047

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Total : \$90047

**Comments:**

**7. Expenditures**

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**16. Confirm Total CARES Expenditure Amounts**

Federal : \$2,818,301.53  
Match : \$90,047.47

Total : \$2908349

OMB CONTROL NUMBER: 3265-0020

## 8. Certification

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

**First Name**

Dan

**Last Name**

Glotzer

**Title**

Election Funds Manager

**Phone Number**

**Email Address**

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

Signature of Certifying Official:



Signature of: Dan Glotzer

## 9. Report Submitted to EAC



**Thank you. Your Annual (Oct 1 - Sept 30) progress report for CARES has been submitted to the EAC. Please keep the PDF download of your submission as grant record.**