

# EAC CARES Progress Narrative Report

Response ID:194 Data

## 1. EAC-CARES Progress Narrative Report Login

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Please enter your userword and password to begin the CARES Funding Progress Narrative. If you require assistance or have any questions, please contact CARESFunding@eac.gov.

## 2. Not a Bot Verification

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reCAPTCHA answered

## 3. EAC CARES Progress Narrative Report

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### 1. State:

Enter the name of the state or territory that received the grant and is submitting this report.

Hawaii

### 2. Grant Number:

Enter the grant agreement number from the notice of grant award.

HI20101CARES

### 3. Report:

November 23 after general election

### 4. DUNS/UEI:

Enter the recipient organization's Data Universal Numbering System (DUNS) number or System for Award Management (SAM) extended DUNS Number or the Unique Entity Identifier.

### 5. EIN:

Enter the recipient organization's Employer Identification Number (EIN) provided by the Internal Revenue Services.

### 6. Recipient Organization:

Enter the name of the recipient organization and address, including zip code.

HI

Zip

96782

## 7. Progress Narrative:

### Progress During Reporting Period

**The CARES Act requires states to submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payment and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you used the funds to address the pandemic, the challenges you faced in responding to it and how you are meeting the state match requirement. Describe the major issues you faced in dealing with the pandemic in the election cycle and how you made funds available to local jurisdictions. Complete the cost table below describing your major expenditures under the grant. Add additional cost areas as needed that do not fit into the other categories.**

The CARES funds was used to supplement the media campaign for the 2020 Elections. As community events have been cancelled, election officials are unable to conduct tabling events and presentations to inform voters about the transition to elections by mail. This comes at a critical time as interest ramps up as the elections approach. Similarly, as we were answering voter inquiries, we found that we would need to find a different way to reach the elderly population as they would be most affected. With this in mind, we have expanded our voter education to include advertising in the newspapers, in addition to our scheduled television, radio, and digital ads as well as social media. Additionally, we have partnered with Hawaii Meals on Wheels to have them distribute our election materials in conjunction with their food distribution activities. They are a part of large-scale events and distribution channels that are still permissible and provide a critical service to our community and those directly impacted by COVID-19. We have also worked with Lanakila Meals on Wheels, Kauai Economic Opportunity Inc., Kaunoa Senior Services, County of Hawaii Elderly Activities Division, Institute of Human Services, and Hope Services. Given the social distancing requirements, we have had to find counting centers that can ensure election officials and volunteers can process, open, and count the voted ballots. We are relocating the Oahu counting center to the Hawaii Convention Center as there is insufficient space at the State Capitol to ensure six feet between election officials with the necessary work areas and equipment. The Hawaii Convention Center has been identified as the optimal location as it has served as a facility previously for the Department of Labor and Industrial Relations, when they likewise had to accounts for social distancing requirements in its operations. Additionally, we are leasing space at the Prince Kuhio Plaza in Hilo to serve as the counting center for the County of Hawaii. Prince Kuhio Plaza has served as a counting center in 2010. Lastly, we procured cleaning supplies and equipment and personal protective equipment to be used by election officials and voters under state match. Health and safety supplies and equipment will be provided at the voter service centers, operated by the County Elections Divisions, as well as offices and counting centers. We have requested assistance from Hawaii Emergency Management Agency (HI-EMA) to procure the supplies to ensure they are received in a timely manner. We have also submitted additional orders to vendors that are backordered. The supplies and equipment we have ordered includes:

- Air purifiers
- Disinfectant Spray
- Disinfecting Wipes
- Face Mask
- Face Shield
- Hand Sanitizer Dispenser
- Hand Sanitizer Refills
- Isopropyl Alcohol
- Nitrile Gloves
- Plexi-Glass Barriers
- Temporal Scanners

We will continue to work cooperatively with the County Elections Division to ensure we are able to safely conduct the 2020 Elections and provide secure, accessible, and convenient election services to the voters of our State.

## FINAL PROGRESS NARRATIVE REPORT

### PROGRESS DURING REPORTING PERIOD

The CARES Act requires states to submit a report after each primary and general election that includes a “full accounting of the State’s uses of the payment and an explanation of how such uses allowed the State to prevent, prepare for, and respond to coronavirus.” Please provide a narrative report that describes how you used the funds to address the pandemic, the challenges you faced in responding to it and how you are meeting the state match requirement. Describe the major issues you faced in dealing with the pandemic in the election cycle and how you made funds available to local jurisdictions. Complete the cost table below describing your major expenditures under the grant. Add additional cost areas as needed that do not fit into the other categories.

The final report is your opportunity to share the significant features of your activities and present information about the results you achieved. The document should be written as if the reader has no previous knowledge of your activities. EAC would like to share the final reports with all states. The report should cover the entire period of performance. Review and highlight all activities that occurred during the period of the grant. Include the table of expenditures with cumulative expenditures for the entire project period.

### CONCLUSIONS AND RECOMMENDATIONS

Summarize your entire project and the lessons learned during its implementation. Include a review of your successes and an assessment of how your activities addressed the pandemic. What did you learn about dealing with and preparing for a major crisis during an election year that can be helpful to other states? Did you make permanent changes to your processes? Were there unexpected benefits? Shortfalls?

## 8. 2020 HAVA CARES GRANTS

### Current Period Amount Expended and Unliquidated Obligations

#### PANDEMIC GRANT COST CATEGORIES

	Federal	Match
Voting Processes, including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, mail drop boxes, hardware and software associated with signature comparison of returned ballots		
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff		
Security and Training: Security for additional absentee or mail drop-boxes, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes	\$37,740.00	
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$1,414,591.35	
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$101,453.45	\$159,663.61
Facilities	\$610,330.20	\$500,000.00
Services	\$98,904.83	

If you need additional rows for the summary table, please upload an Excel document with the same layout.

OMB CONTROL NUMBER: 3265-0020

#### 4. Certification

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

**First Name**

Jasmine

**Last Name**

Ko

**Title**

Election Support Services Section Head

**Phone Number**

8084538683

**Email Address**

jasmine.j.ko@hawaii.gov

2. Signature of Certifying Official:



Signature of: Jasmine Ko

#### 5. Report Submitted to EAC

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Thank you, your progress narrative report has been submitted to EAC. Please keep the PDF download of your submission as grant record.

**CARES Funding Progress Narrative Submission**

Nov 20, 2020 15:02:03 Success: Email Sent to: jasmine.j.ko@hawaii.gov