EAC CARES Progress Narrative Report

Response ID:53 Data

1. EAC-CARES Progress Narrative Report Login

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

reCAPTCHA answered

3. EAC CARES Progress Narrative Report

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

Indiana

2. Grant Number:
Enter the grant agreement number from the notice of grant award.

IN20101CARES

3. Report:

20 days after primary

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.

Organization Name

Indiana Secretary Of State

Street Address

200 W. Washington Street, Room 201

City

Indianapolis

State

IN

Zip

46204

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.

To whom this may concern,

In response to the COVID-19 pandemic, Indiana was awarded $8,013,610 in CARES funds. Consistent with the grant's spirit, it was Indiana's goal to address potential coronavirus threats by minimizing direct contact among Hoosier voters and election staff, educating poll workers on sanitation best practices, and ensuring polling locations were supplied with the necessary personal protective equipment (PPE), all while maintaining the highest standard of election security and integrity.

As of the date of this report, Indiana spent over $1,757,000 in CARES dollars to secure PPE for Indiana's 92 counties. With assistance from the Indiana National Guard, PPE was distributed to all counties before in-person early voting began and was stocked at every polling location throughout the state. Indiana purchased 5,000 gallons of hand sanitizer with 10,000 refillable dispenser bottles, 300,000 pairs of disposable gloves, 200,000 ear loop facemasks for staff, 3,100 sneeze guards, 70,000 microfiber disinfectant cloths, and 10,000 spray bottles for voting machine sanitation. Additionally, over 26,000 posters with CDC guidelines were distributed to each county in order to keep staff mindful and vigilant. For additional information, we have attached a county by county allotment summary of PPE distributed by the Indiana National Guard.

With several changes to our routine election procedures, it was imperative to maintain voter confidence. Indiana supplemented and repurposed our existing outreach with $1,300,000 in CARES funds to ensure voters were aware of the changes surrounding the Primary Election, including new protective procedures and amended deadlines. Additionally, postcard mailers were sent to voters encouraging them to volunteer as poll workers. This ensured that each county polling location was adequately staffed.

We are proud to say that despite the unprecedented circumstances, Indiana conducted a successful Primary Election, overcoming several unforeseen challenges. Of the many obstacles we faced, the most significant were moving the date of the Primary Election and securing the necessary PPE. With shelter-in-place orders beginning in March and cases of COVID-19 spiking in the spring, Indiana had to determine the safest course of action, while providing Hoosiers the opportunity to vote and maintaining the highest standard of election security. In doing so, Indiana came to a bi-partisan agreement to delay the Primary Election one month and suspend absentee by-mail restrictions, among other voting accommodations.

The rapid, widespread development of COVID-19 and the needs of critical health care workers severely limited the availability of PPE through customary distribution channels. Furthermore, there were no individual manufacturers or distributors that could provide all the various types of PPE and quantities. In response, Indiana developed new and alternative supply channels that did not disrupt supply chains for critical health care and essential workers. Given the lack of historical experience and data, determining the appropriate types of PPE and needed quantities presented a unique challenge. Indiana had to procure enough PPE to protect polling places and central count locations, while ensuring the disinfectant solutions were safe to use on current voting equipment. This required Indiana to develop and establish a consensus among voting equipment vendors on a "universal" cleaning and disinfecting solution that could be safely used across the spectrum of voting systems.

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In an effort to accommodate unexpected expenses for Indiana counties, CARES funds have been made available through a reimbursement grant. County responses are due by July 31, 2020. Counties are eligible to apply for reimbursement for expenditures incurred in response to COVID-19, during the Primary Election cycle from January 20, 2020 – July 31, 2020. Furthermore, results from the reimbursement grants will allow the State to determine what is available and needed for the General Election. Having a refined understanding of available funds and potential expenses will help Indiana determine what existing and available state funds will go towards our state match requirements. County reimbursement data and a state match summary will be included on Indiana's next Post-Election CARES Report.

We anticipate the balance of CARES funds to be used in a similar manner, as was the case in preparing for the Primary Election. Future purchases are expected to include outreach, additional PPE, and county reimbursement.

Sincerely,
Connie Lawson
Indiana Secretary of 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	$101,834.00	4
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		
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	$1,578,597.54	
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	$1,765,216.57	
Shipping Costs for additional PPE	$918.69	

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

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

First Name

Mackenzie

Last Name

Nicol

Title

Executive Assistant

Phone Number

3172348354

Email Address

mnicol@sos.in.gov

2. Signature of Certifying Official:

Signature of: Mackenzie Nicol

5. Report Submitted to EAC

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

Jun 17, 2020 14:17:40 Success: Email Sent to: mnicol@sos.in.gov