

# EAC CARES Progress Narrative Report

Response ID:98 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.

Louisiana

### 2. Grant Number:

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

LA20101CARES

### 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

Louisiana Department Of State

#### Street Address

8585 Archives Avenue

#### City

Baton Rouge

#### State

LA

Zip

70809-0206

## 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.

Due to the pandemic, Louisiana’s Presidential Preference Primary, originally scheduled for April 4th, was delayed and rescheduled for July 11th. This change allowed our agency the opportunity to put an emergency election plan in place. Measures within this plan provided the voting public a safe environment to cast their ballot as well as providing for the safety of the individuals working the election.

The Louisiana Department of State has utilized the CARES Act funding for many of these additional measures, which included the following:

- Purchase of high speed scanners to process increased absentee ballots
- Encouraging early voting by expanding early voting from 1 week to 2 weeks
- Mail outs to at-risk populations to encourage the absentee ballot program
- Advertising and mail outs to notify voting public of changes in the election
- Absentee ballots and election supply items
- Purchase, packaging and transport of PPE across the state of Louisiana

The major challenges faced in responding to the pandemic during an election cycle were logistic in nature. First, our agency had to establish an emergency election plan to be approved by the state Legislature. After legislative approval, the plan faced and survived a legal challenge in the courts. The training of new protocols to over 15,000 election workers in a short time was challenging. Additionally, our agency had to distribute massive amounts of PPE across the state to over 3,900 precincts.

The LA Department of State met our state match requirement with in-kind donations of PPE utilized during the Presidential Preference Primary election and future federal elections that will take place in the fall of 2020. These in-kind donations were from the Louisiana Governor’s Office of Homeland Security and Emergency Preparedness.

## 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	\$1,362,976.39	
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$539,295.52	
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)	\$489,492.71	
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$56,184.97	\$1,237,829.00
Others (Rentals/Storage)	\$40,924.86	
Others (Travel)	\$27,657.16	

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

Melissa

Last Name

Thibodeaux

Title

Budget Administrator

**Phone Number**

2253625156

**Email Address**

melissa.thibodeaux@sos.la.gov

**2. Signature of Certifying Official:**



Signature of: Melissa Thibodeaux

**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**

Jul 31, 2020 13:36:10 Success: Email Sent to: melissa.thibodeaux@sos.la.gov