

EAC CARES Progress Narrative Report

Response ID:206 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.

Maryland

2. Grant Number:

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

MD20101CARES

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.

Organization Name

Maryland State Board Of Elections

Street Address

151 West Street, 2nd Floor

City

Annapolis

State

MD

Zip

21401

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.

Maryland used the CARES Act Grant for Presidential General Election. The election was vote by mail and in person voting with vote centers in each jurisdiction. The majority of the CARES Act Grant was spent for the Congressional District 7 Special General Election and the 2020 Presidential Primary Election. The CARES Act Grant was used for the postage to mail the ballot packets that were delivered to registered voters, ballot drop boxes, high speed scanners, automatic letter openers. Maryland provided a statewide public relation voter outreach campaign to explain the vote by mail process, ballot drop boxes and the vote centers. The CARES Act Grant was also used to purchase laptops for employees that were required to work remotely. The purchase of the laptops ensured that staff is using updated technology and software when accessing sensitive data on the networks. The Governor's Executive Order mandated that State Employees work remotely; however, several employees were required to travel to the office to maintain certain essential operations. The state match was used for travel reimbursement to essential staff, transportation cost to deliver the ballot drop boxes to the vote centers and other locations statewide, supplies and a portion of the cost for the vote by mail processing and postage.

Maryland State Board of Elections had the following challenges:

- Procuring ballot vote boxes – selecting a vendor, boxes specification to meet MD requirements
- PPE Supplies – mask & hand sanitizer shortage and/or delivery delays
- Staff – working remotely
- Communication – educating the voters
- Ballot printing – selecting vendors that met or voting system specifications

FINAL PROGRESS NARRATIVE REPORT

PROGRESS DURING REPORTING PERIOD

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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		\$2,961.15
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)		
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$32,472.12	\$3,113.85

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

Shelly

Last Name

Holland

Title

Director of Finance

Phone Number

410-269-2848

Email Address

shelly.holland@maryland.gov

2. Signature of Certifying Official:

A handwritten signature in black ink, appearing to read 'Shelly Holland', with a stylized, cursive script.

Signature of: Shelly Holland

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

Nov 20, 2020 11:16:29 Success: Email Sent to: shelly.holland@maryland.gov