

# EAC CARES Progress Narrative Report

Response ID:100 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.

Maine

### 2. Grant Number:

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

ME20101CARES

### 3. Report:

Other - Congressional Primary Held Separate from Presidential 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

Maine Department Of State

#### Street Address

101 State House Station

#### City

Augusta

#### State

ME

Zip

04333-0101

## 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 State used federal funds to purchase and provide to all 500 municipalities: PPE kits (containing face coverings, gloves, hand-sanitizer, disinfecting wipes and instructions); spray bottles of 80% alcohol sanitizing solution; and acrylic barriers (aka sneeze guards). We use state match to supply full-face shields for all poll workers statewide. We also used federal funds to print and distribute absentee ballot envelopes for all municipalities and used state funds to procure additional absentee ballots to handle the anticipated increase in absentee voting. We received in-kind contributions from 2 3rd party groups related to distribution of absentee ballot applications and instructions to voters regarding absentee voting processes. We also used state funds to purchase single-use ballot marking pens and screen cleaning kits for use with tabulators and ballot marking device screens. Several municipalities have purchased ballot drop-boxes and will be submitting costs to the state for reimbursement according to state guidance. Some municipalities incurred costs for having to secure new voting places or purchasing additional PPE, which the state may reimburse from CARES funds.

## 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	\$32,439.00	\$140,586.00
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	\$290,883.00	\$64,686.00
State program overhead costs (indirect costs)	\$2,149.00	

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**

Julie

**Last Name**

Flynn

**Title**

Deputy Secretary of State

**Phone Number**

207-624-7659

**Email Address**

julie.flynn@maine.gov

2. Signature of Certifying Official:

Julie L Flynn

Signature of: Julie L. Flynn

## 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**

Aug 05, 2020 17:31:09 Success: Email Sent to: julie.flynn@maine.gov