

# EAC CARES Progress Narrative Report

Response ID:124 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.

Minnesota

### 2. Grant Number:

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

MN20101CARES

### 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

State Of Minnesota, Office Of The Secretary Of State

#### Street Address

180 State Office Building, 100 Rev. Dr. Martin Luther King, Jr. Boulevard

#### City

Saint Paul

#### State

MN

Zip

55155

## 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 of Minnesota received federal CARES Act funds in the amount of \$6,930,610. The Minnesota Legislature must authorize access to and appropriation of all HAVA funds, under state law. The Legislature provided access, and appropriated the state match of \$1,386,122 as part of Laws 2020, Chapter 77, and the CARES Act funds provisions of that chapter became effective on May 13, 2020. The Minnesota State Primary occurred on August 11, 2020, and there were expenditures from the CARES Act funds of \$363,866.69, which consisted of purchases of Hard Surface Cleaner, Sanitizer and corrugated stands for the Sanitizer (to minimize human handling), which were purchased by the State and provided to each polling location. This action helped to insure that polling places were properly sanitized both initially and between voters, for the reduction and mitigation of potential transmission in the enclosed space of the polling place.

Challenges faced in acquiring and distributing the supplies included selecting the best and most appropriate and user-friendly supplies, obtaining a sufficient quantity of those supplies and arranging for the vendors to distribute the supplies to the 87 counties within Minnesota. These challenges were overcome and the supplies made it to each polling place, and were utilized during the primary election.

While these relatively small expenditures were made entirely from the federal funds provided under the CARES Act, in terms of the total overall spending to be done under the CARES Act state match funds will be spent so that the overall proportion of state funds spent is that required under the CARES Act. A substantial portion of the CARES Act funding, both federal and state, will be used to provide grants to county and local jurisdictions for a variety of federal and state purposes.

## 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		
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)		
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$363,866.69	

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**

Bibi

**Last Name**

Black

**Title**

General Counsel, Office of the Secretary of State, Minnesota

**Phone Number**

651-201-1326

**Email Address**

2. Signature of Certifying Official:

A handwritten signature in black ink, appearing to read 'Bibi Black', written in a cursive style.

Signature of: Bibi Black

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 28, 2020 15:55:34 Success: Email Sent to: bibi.black@state.mn.us