

EAC CARES Progress Narrative Report

Response ID:269 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:

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

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.

CARES Act funds distributed by the EAC to Minnesota were matched by an appropriation by the Minnesota Legislature in Laws 2020, Chapter 77, section 4.

These funds were available to the state of Minnesota on and after May 13, 2020.

In the time available to the state from May 13, 2020 through the November 3, 2020 general election, these funds were used in several major projects:

A public campaign to inform voters of absentee balloting options, which would keep voters away from polling places where a concentration of persons could spread the coronavirus and lead to massive spikes in infections after each of these elections, not to mention increased risks to polling place workers.

The state mailed voters absentee ballot applications. All voters who had not already requested absentee ballots (a significant number in and of itself) were mailed these applications, again in an effort to reduce the number of persons voting in person at the polls.

A program of aids and grants to county, city and municipal elections administration in order for local governments to provide safe polling places, absentee balloting function and other election administration on the ground, including but not limited to voter outreach materials, envelopes and postage for additional absentee ballot costs, staff overtime, additional temporary staff & election judge salaries, technology resources for additional temporary staff, voting tabulation equipment, and disinfecting/sanitizing supplies and materials.

The purchase and distribution of PPE supplies and materials for use in polling places and in-person absentee balloting, such as disposable masks, face shields, hand sanitizer and stands for these items so that transmission was not increased by hand to hand sharing of the containers.

Supplementing central office personnel responding to telephonic inquiries from voters about responses to COVID during the election, including absentee balloting options.

Challenges overcome included negotiating the purchasing infrastructure at the state level; reaching agreement with local levels of government on the amount of aids and grants; locating and procuring sufficient amounts of acceptable PPE, and crafting effective messages to the public.

Minnesota led the nation in voter turnout with nearly 80% of the Voting Eligible Populating participating in the 2020 general election. Of those voters, 58% voted by absentee ballot, and only 42% voted at the polls. With about 3000 voting locations

statewide, that means the number of in-person election day voters decreased from just over 1000 voter per location over the course of a 13-hour voting day (7 AM to 8 PM) to just over 400 in-person voters. This was a major victory in keeping those who did show up in person safer from COVID-19 spread.

Through November 19, there had been reported expenses of a total of \$7,189,131.09, of which \$5,945,185.11 was Federal money and the remaining \$1,243,945.98 was expended from the state match.

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	\$22,433.86	
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)	\$1,131,348.73	\$1,022,370.89
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$364,876.72	\$66,822.29
Aid to counties, cities and towns for Covid-19 related election expenses. These amounts were provided as grants, but with guidance from the Minnesota Legislature in Laws 2020, Chapter 77, Section 4. Grant recipients were located in 66 counties in the state, and received a lump sum. Those grantees are now reconciling their expenses and returning any unexpended funds, or funds that were in excess of the Legislature's directive that only 80% of these expenses could be covered with funds from this award. This figure, like all others in this report, includes expenditures through November 18, 2020, but does not yet include any returned amounts. These grants include funds used by the local governments in other categories.	\$4,414,982.18	\$154,752.80
Translations	\$3,074.00	
Freight	\$7,628.14	
Network costs	\$841.48	

If you need additional rows for the summary table, please upload an Excel document with the same layout.

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

16512011326

Email Address

bibi.black@state.mn.us

2. Signature of Certifying Official:

A handwritten signature in black ink that reads "Bibi Black". The signature is stylized, with the first name "Bibi" written in a cursive-like font and the last name "Black" in a more blocky, slightly cursive font.

Signature of: Bibi Black

5. Report Submitted to EAC

CARES Funding Progress Narrative Submission

Nov 23, 2020 22:21:40 Success: Email Sent to: bibi.black@state.mn.us