

EAC CARES Progress Narrative Report

Response ID:108 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.

Missouri

2. Grant Number:

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

MO20101CARES

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

Office Of The Secretary Of State

Street Address

600 W. Main St.

City

Jefferson Cty

State

MO

Zip

65101

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.

To date, grant funds have been used on the state and local level.

State Level: While we have 116 local election authorities (LEAs), each of which are unique and distinct, there have been certain needs for the specific LEAs and the state of Missouri was able to obtain a few of these needed items in bulk at a better price, such as physical distancing strips and posters. Funds were utilized from the federal government, as well as the State of Missouri's match, to purchase these items and send them to the LEAs.

County Level: The Missouri Office of the Secretary of State (MSOS) made grants available to each of the 116 LEAs to aid in their own individual needs with regards to the pandemic. At this time the MSOS has only received a cost form from one local election authority to be able to determine exactly what they have utilized with their funds. It should be noted that the LEAs are not required to return their documentation to MSOS until later in the year. However, it is the MSOS's understanding that many of them have been utilizing the funds to purchase electronic poll-pads to navigate away from paper poll books, single use stylus' to minimize cross contamination, additional voting machines to allow for social distancing or to add additional machines to run absentee and/or mail-in ballots, additional ballot envelopes to answer the increased absentee ballot requests, hiring additional temporary employees to handle the influx of absentee and mail-in ballots, paying a hazardous pay stipend to the poll-workers/judges, or paying for the cleaning of polling locations that would not otherwise permit them to utilize those locations for the election.

Challenges Faced: No two local LEAs have the same requirement or needs for an election or for handling the pandemic. Some LEAs were already modernized with electronic poll books while others were only utilizing paper poll books. While the MSOS can take an educated guess as to what each LEA may need in order to run their elections during a pandemic, only the election authority really knows what their jurisdiction specific needs are.

State Match Requirement: To help ensure the state match is met, all payments using the HAVA Cares grants are split utilizing 83.33% with HAVA Cares funding and 16.67% with state match funding.

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	\$20,909.33	\$4,182.87
Sub-grants to LEAs (note: the categories for this will shift to other more specific ones once the LEAs have reported their use of these federal funds).	\$3,780,149.71	\$756,029.81

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

Sherry

Last Name

Rowden

Title

Accounting Specialist II

Phone Number

573-751-3964

Email Address

sherry.rowden@sos.mo.gov

2. Signature of Certifying Official:

Signature of: Sherry Rowden

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 24, 2020 12:13:24 Success: Email Sent to: sherry.rowden@sos.mo.gov