

EAC CARES Progress Narrative Report

Response ID:189 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:

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

600 W. Main St.

City

Jefferson City

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.

How we’ve used the funds:

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

State Level:

While the MSOS has 116 local elections authorities (LEAs), each of which are unique and distinct, there have been certain needs for 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, posters and face masks. 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.

In addition to items that the local election authorities needed to ensure a safe election, the State of Missouri found itself with additional costs due to changes in the law and the need to properly inform the voting public. A change was made to Missouri law which added an additional way to vote by mail, separate and distinct from Missouri's excuse-based absentee voting, for those who were concerned with the possibility of getting infected COVID-19 while in line to cast their votes in person. As such, Secretary Ashcroft did a statewide tour, stopping at several of Missouri's large and mid-sized airports, to spread the word with regards to the different ways to vote for the 2020 election cycle. Additionally, Secretary Ashcroft worked with several mayors across the State of Missouri and held "town-hall" like meetings to further explain to the voters their options for voting and help explain the options to the mayors in order to work in collaboration with them to ensure that the word reached as many voters as possible.

Furthermore, the State of Missouri sent a mailer to all known voter households across the state informing them of their different options to vote (in-person, in-person absentee, absentee by mail, and mail-in voting), the deadlines for each of these options, and the requirements for each of these options as set forth in Missouri statute. The MSOS received a private grant to create and prepare the mailer and also to mail the mailer to millions of households throughout Missouri. While these mailers were sent out, the state of Missouri also utilized other forms of media (Facebook, Twitter, radio, and television) to try to ensure that as many voters as possible received word as to how they could vote in Missouri, whether that was in-person or by mail. The media buys were incurred and obligated, however, the actual payment for these buys has not yet been expended as of this progress report.

With an increase in mail-in absentee voting and mail-in voting the MSOS also saw an increase in the expense of shipping ballots to the voter as well as an increase in the return postage of the ballots coming back from the voter. The State of Missouri pays for the Business Reply Mail and as such on a state level the MSOS also paid out the postage expenses.

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 two local election authorities to be able to determine exactly what they have utilized 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 or mail-in ballots, additional ballot envelopes to answer the increased absentee ballot requests, the original purchase of automatic letter openers to handle the increased volume of mail-in ballots, 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. The MSOS will reallocate the "sub-grant" amount to other specific cost categories on a future report once all counties are summarized as a whole.

Challenges we've faced:

No two 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 LEA really knows what their jurisdiction needs are. This means that the MSOS is reliant upon the LEAs to let the MSOS know how they spent their money, and reliant upon them to supply their updated information as soon as they can. While all of our LEAs understand how critical it is for the MSOS to be able to answer these reports they also serve the critical role of preparing for the elections (August and November) while also certifying election results, meaning that since their final report is not due to the MSOS until December we have very little information (other than the occasional word of mouth) to determine how it is the LEAs utilized their sub-grants, leaving the MSOS with little in the way of being able to provide detail for these mid-term reports.

How the MSOS is meeting the state match requirement:

Missouri has taken the approach of dividing all costs out pursuant to the amount the state would have to pay. As such, any cost that is paid is paid proportionally from the CARES act money as well as the state match. The MSOS has met and exceeded their required cost share as of this report.

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	\$68,276.19	\$13,658.49
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)		\$964,390.82
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$51,899.53	\$10,382.39
Sub-Grant to Local Election Authorities (note: the categories for this will shift to other more specific ones once all 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:

Sherry Rowden

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

Nov 19, 2020 11:47:36 Success: Email Sent to: sherry.rowden@gmail.com