

EAC CARES Progress Narrative Report

Response ID:222 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.

Mississippi

2. Grant Number:

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

MS20101CARES

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

401 Mississippi Street

City

Jackson

State

MS

Zip

39201

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, HAVA CARES funds and corresponding matching funds have been used by the MS Office of Secretary of State to prevent, prepare for, and respond to COVID-19 during the 2020 Federal election cycle in the following ways:

1. Staff travel to counties to deliver PPE for the June 23, 2020 Congressional District 2 Runoff.
2. Staff travel to counties on November 3rd to observe polling places' operations and ensure that proper safety measures were being taken.
3. Design, production and mailing of a snail mail postcard to every registered voter in the state to alert them of the changes they would encounter at their polling place due to COVID-19. This card also included information about how to obtain an absentee ballot, if eligible, due to being under a physician-imposed quarantine due to COVID-19.
4. Personal protective equipment including hand sanitizer, masks, gloves, face shields and cleaning supplies that was procured by the Office and then organized, packed onto pallets, and distributed to all 82 counties for use on November 3rd.
5. Reimbursement to counties for their own purchase of personal protective equipment, cleaning supplies and for the materials and construction of plastic barriers and other environmental safety solutions to keep people socially distanced.
6. Reimbursement to counties for additional staffing. These costs were contained in three buckets: additional poll managers, hazard pay for election commissioners and hourly pay for temporary staff needed to process the unusually high volume of absentee ballots.

The Office addressed the pandemic firstly by engaging all elections officials throughout the Spring and Summer to ensure that communication channels were open and functioning. The June 23rd Congressional District 2 Runoff allowed the Office an extra opportunity to prepare for the Nov. 3rd election.

We also leaned on other state agencies including the MS Department of Agriculture and Commerce, that allowed the Office to maintain a staging area at the State's Trademart convention complex where PPE was received, unpacked and re-packed for distribution to the counties. Additionally, the MS Emergency Management Agency donated hand sanitizer and the National Guard picked up the pallets from the Trademart and delivered them to 9 centers across the state where the counties picked them up.

The Office faced challenges in procuring hand sanitizer and personal protective equipment, as global demand during the Summer and early Fall was very high. We were also challenged by the volume of phone calls received at the Office's elections hotline after mailing the postcards alerting voters about COVID-19 safety measures that they would encounter at their polling place.

The state match is being met with general funds appropriated by the Legislature specifically for this purpose as well as with some in-kind (use of the Trademart building and donations of hand sanitizer from private industry partners).

General funds are being used to reimburse counties for elections staffing costs and to pay for Office staff travel costs incurred for the election on Nov. 3rd. Also, the personal protective equipment and environmental safety expenditures for which the Office reimbursed the counties was at a rate of 80% - allowing these expenditures to be matched directly by the counties themselves, as they were incurred.

Funds were made available to local jurisdictions for personal protective equipment, to build out environmental safety solutions and for election day staffing costs.

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 | \$328,572.00 | \$17,317.00 |
| 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) | \$280,715.00 | |
| Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks | \$633,650.00 | \$57,734.00 |
| | | |
| | | |
| | | |
| | | |

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

Name and Contact of the authorized certifying official of the recipient.

First Name

Emily

Last Name

Tschiffely

Title

Finance Director

Phone Number

6013599053

Email Address

emily.tschiffely@sos.ms.gov

2. Signature of Certifying Official:

A handwritten signature in black ink, appearing to read "Emily Tschiffely". The signature is written in a cursive style with a large initial "E" and "T".

Signature of: Emily Tschiffely

5. Report Submitted to EAC

CARES Funding Progress Narrative Submission

Nov 23, 2020 16:01:44 Success: Email Sent to: emily.tschiffely@sos.ms.gov