

# EAC CARES Progress Narrative Report

Response ID:93 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.

New Jersey

### 2. Grant Number:

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

NJ20101CARES

### 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

Po Box 300

#### City

Trenton

#### State

NJ

Zip

08625

## 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 the funds were used to address the pandemic:

The pandemic forced NJ to rethink the traditional approach to conducting a Federal Primary Election. Foremost we created a hybrid Vote-By-Mail Election. While still offering a limited number of polling locations in each county, ballots were automatically sent to all registered Democratic and Republican voters which increased our mail in ballots from approximately 600,000 to over 4,000,000. This ensured most voters could safely cast a ballot away from potentially crowded polling locations. For voters who still prefer to vote in person a minimum of one polling location was required to be open in every municipality. For these locations funds were used for PPE, site cleaning and social distancing signage.

The challenges faced in responding to the pandemic:

NJ implemented a new SVRS in January 2020. While county personnel was becoming familiar with the new system and adapting it to their office procedures the pandemic unfolded. Quickly the new SVRS had to be reconfigured to meet a plethora of new laws, regulations and procedures all while most county staff were transitioning to working remotely from home. Moving to a largely Vote by Mail election also posed considerable staffing issues which continued through the election and post election as the processing of paper was on a scale not seen before in New Jersey elections.

How you are meeting the state match requirement:

Voting Works software as a service was used to assist disabled voters at the polling locations; this cost is being applied to the match requirement. Anheizer-Busch is supplying NJ with hand sanitizer for the polling locations; this will be applied to the match requirement. Also various State personnel have been assigned to the additional work load of going to a largely vote by mail election; a portion of their salaries' will be used as in kind contribution towards the match.

Major issues you faced in dealing with the pandemic in the election cycle:

Pollworker availability was an issue statewide as many workers were fearful of being in an enclosed space for 15 hours while potentially hundreds of voters passed through. Since the number of polling locations was reduced the full impact of this labor shortage was considerably mitigated.

SVRS slowness was also an issue as the new system was overtaxed with an onslaught of new users, primarily temporary workers hired to process the six fold number of vote by mail ballots. The SVRS team worked 20 hour days, seven days a week to keep users afloat and ballot mailing moving forward.

How funds were made available to local jurisdictions:

The funds were made available to our County Election Officials on a reimbursement basis. Counties were advised in advance

of expenditure categories that were considered reimbursable and provided with grant request forms to complete and return with proof of expenditure.

## 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	\$1,340,858.69	
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$7,833.39	
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)	\$108,523.00	
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$65,381.78	
Others (describe)PPE Supplies	141426.35	
Others (describe)Social Distancing Signs	249907.70	

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**

Jacqueline

**Last Name**

Kemery

**Title**

Chief Financial Officer

**Phone Number**

609-633-7985

**Email Address**

jacqueline.kemery@sos.nj.gov

2. Signature of Certifying Official:



Signature of: Jacqueline Kemery

#### 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**

Jul 21, 2020 08:08:29 Success: Email Sent to: jacqueline.kemery@sos.nj.gov