

# EAC CARES Progress Narrative Report

Response ID:120 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.

Tennessee

### 2. Grant Number:

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

TN20101CARES

### 3. Report:

Other - Congressional Primary Held Separate from Presidential 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

State Of Tennessee, Division Of Elections

#### Street Address

312 Rosa L. Parks Ave, 7th Floor, Wm. R. Snodgrass Tower

#### City

Nashville

#### State

TN

Zip

37243

## 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.

In March, we worked with county election officials, vendors, and others to develop a comprehensive plan to conduct elections during the COVID-19 pandemic. CARES funds have helped us implement these plans, which resulted in a successful election on August 6. We identified needs throughout the election process in the Plan.

From a state level, we worked to link counties and suppliers to use these funds to increase their absentee by-mail ballot capacity by acquiring additional scanners and supplies like extra ballot boxes. Tennesseans have demonstrated a preference for voting in-person, with no more than 2.5% of participating voters choosing to vote by-mail in an average election. Our office arranged for the printing of a sufficient number of absentee ballot envelopes to distribute to counties. The August election saw a significant increase in votes cast using absentee by-mail ballots, particularly among voters who are 60 and older.

We also made sure counties had access to previously unnecessary items like sneeze guards and social distancing resources, and we purchased hand sanitizer for every county in the state. Essential PPE, including masks, gloves, gowns, and face shields, was provided for each county in coordination with another state agency and did not require the use of any CARES funds, leaving these funds for needed expenses in other areas.

Poll officials became a primary focus of our public communications as we observed the challenges other states faced in staffing their elections. We set up an online portal where potential poll workers could apply to work. We were able to generate over 3,700 contacts for potential poll officials. Across the state, we did not have to close any Election Day polling places for lack of poll officials. We also increased promotion of early voting, and our early voting and overall turnout were up significantly from comparable August elections in presidential cycles. We advertised across traditional and social media on platforms such as Facebook, Instagram, Google, YouTube, Spotify, Snapchat, and LinkedIn.

We allocated a significant percentage to subgrants for county election commissions who are responsible for administering the elections in their counties, including the absentee by-mail and in-person voting processes. In the Plan, we initially awarded each county \$1.50 per voter based on 50 cents for the August election and one dollar for the November election. Counties had until August 24 to certify their election results. As a result, most have not had time to fully finalize and detail their actual expenditures to date, but some have provided approximate expenditures in each category to assist in compiling this report. The categories below include what has been reported by the counties so far, with the remaining uncategorized subgrant funds listed in their own category.

We are providing our state match using existing resources and in-kind contributions to offset the impact of the match.

At this stage, we are working with counties to assess additional needs for November and will be using unobligated funds to increase subgrant funding. We anticipate at least 2.5 times as many voters in November, with another significant increase in absentee by-mail requests, which will require increased personnel and processing costs.

## 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	\$1,763,067.79	\$352,622.02
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$479,017.84	\$95,805.87
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	\$56,112.13	\$11,222.69
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$176,436.46	\$35,288.14
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$765,240.13	\$153,051.70
Subgrants to county election commissions	\$2,532,369.35	\$506,486.02

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**

Mark

**Last Name**

Goins

**Title**

Coordinator of Elections

**Phone Number**

615-741-7956

**Email Address**

Mark.Goins@tn.gov

2. Signature of Certifying Official:

Mark Goins

Signature of: Mark Goins

#### 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 26, 2020 19:05:04 Success: Email Sent to: Mark.Goins@tn.gov