

# EAC CARES Progress Narrative Report

Response ID:92 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.

Utah

### 2. Grant Number:

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

UT20101CARES

### 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

Office Of The Utah Lieutenant Governor

#### Street Address

350 North State Street

#### City

Salt Lake City

#### State

UT

Zip

84103

## 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.

Utah's Primary Election for congressional offices was held on June 30, 2020. Although no funds have been expended yet, the Utah Office of the Lieutenant Governor will use the funds to reimburse county election offices for their coronavirus-related expenses. We anticipate that the state will reimburse counties approximately \$966,000 for the following expenses made for the Primary Election:

- (1) Personal Protective Equipment (PPE) and cleaning supplies.
- (2) Ensure there is adequate physical distance between election officials, poll workers, and voters.
- (3) Make accommodations to voters who may not be able to vote by mail.
- (4) Pay associated costs for conducting drive-up voting.
- (5) Increase the availability of mail ballot drop boxes.
- (6) Increase protective measures on mail ballots and envelopes.
- (7) Notify, educate, and inform voters of new election procedures due to COVID-19.
- (8) Encourage voters to update their voter registration and/or ballot mailing address to ensure mail ballots are delivered to correct addresses.
- (9) Provide prepaid return postage on mail ballots (if the county has not previously provided prepaid postage) or associated costs due to the increased volume of mail ballots.

### Match

The state provided a \$300,000 match by conducting a statewide marketing campaign in late May and June to encourage voters to vote by mail and communicate coronavirus-related changes to the election process. The campaign utilized radio, online advertisements, and billboards.

### Challenges

A major challenge for county election officials and the state was procuring enough PPE for election workers and poll workers. Although it was a challenge, county election officials were able to work with their county emergency department and the state to obtain enough PPE for their workers.

Another challenge was implementing new legislation targeted to limit the potential spread of coronavirus in the Primary Election. In April 2020, the state legislature made the following major changes to the Primary Election:

(1) Established the Primary Election as entirely vote by mail;

(2) Eliminated early voting and Election Day polling places; however, it allowed county election officials with the option of providing drive-up voting on Election Day;

(3) Moved the ballot postmark deadline from the day before the election to Election Day; and

(4) Eliminated same-day registration.

It was important that these changes were communicated to voters to avoid confusion and ensure that voters had ample opportunity to cast their ballots. In addition to the state's marketing campaign, many county election officials published newspaper notices, sent mailers, and ran radio and digital advertisements to educate voters on these changes.

Another significant challenge for some county election officials was the logistics of drive-up voting, as it has never been done in the state before. The counties will be reimbursed for supplies used to stage a large outdoor voting area that accommodated vehicles.

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## **FINAL PROGRESS NARRATIVE REPORT**

### **PROGRESS DURING REPORTING PERIOD**

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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?

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## **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	\$291,307.30	
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$108,594.15	
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	\$0.00	
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$424,153.62	\$300,000.00
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$142,334.80	

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**

Derek

**Last Name**

Brenchley

**Title**

Deputy Director of Elections

**Phone Number**

801-538-1041

**Email Address**

dbrenchley@utah.gov

2. Signature of Certifying Official:



Signature of: Derek Brenchley

## 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 20, 2020 11:53:00 Success: Email Sent to: [dbrenchley@utah.gov](mailto:dbrenchley@utah.gov)