

EAC CARES Progress Narrative Report

Response ID:126 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.

Vermont

2. Grant Number:

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

VT20101CARES

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

Vermont Secretary Of State

Street Address

128 State Street

City

Montpelier

State

VT

Zip

05633

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.

The Vermont Secretary of State's Office (SOS) is reporting \$594,203.90 in paid and billed expenses from the 2020 CARES Act funding to date. Significant expenses incurred for the August 2020 statewide primary are not yet reflected in this reporting as those invoices have not been either submitted or processed to date.

The majority of the reported expenses, \$468,495.13, are for postage costs for absentee ballot envelopes for the August Primary. The SOS paid for the postage of all outgoing ballots being sent to voters, and for the return of ballots by the voter back to their clerk. This is a cost that is typically born by the towns and cities, but which the SOS paid for this year in an effort to encourage and accommodate a significant increase in early by-mail voting for this year's Primary, due to concern over COVID-19 transmission at polling places.

Reported expenses of \$67,178.74, were for the purchase of Personal Protective Equipment (PPE) kits for each of the approximately 260 polling places in the State. This PPE was purchased to protect voters and poll workers from COVID-19 transmission at polling places.

Another \$13,500 was spent on the purchase of tabulators for two towns who chose to use them for this year's August Primary and General election in light of concerns over poll worker exposure to COVID-19 during the process of hand counting ballots. In an effort to reduce this risk by instead having ballots counted by the tabulator, the SOS offered to cover the purchase price of tabulators in these towns choosing to use them due to concerns over COVID-19 transmission when hand-counting ballots.

Finally, \$45,030.03 is reported for salary and benefits attributable to COVID-19 response among Elections Division staff.

The SOS would like to again emphasize that significant expenses from the 2020 CARES Act funding for the August 2020 statewide Primary are still outstanding. These include the cost of mailing a postcard with the opportunity to request an absentee ballot to every registered voter in Vermont, the purchase of ballot drop boxes for a approximately 200 towns and cities across the state, and the purchase of tabulators for additional towns concerned with counting ballot by hand amid the pandemic. These costs and any other allowable costs incurred for administration of the August primary will be reported at the next reporting period when they have been invoiced and paid.

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	\$468,495.13	\$0.00
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$45,030.33	\$0.00
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	\$0.00	\$0.00
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$0.00	\$0.00
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$80,678.74	\$0.00

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

Marlene

Last Name

Betit

Title

Director of Administrative Services & Corporations

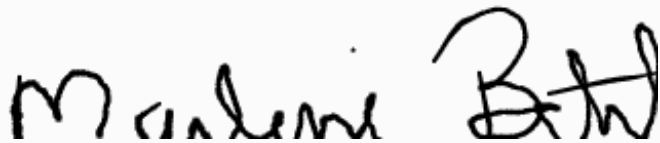
Phone Number

802-828-2477

Email Address

marlene.betit@vermont.gov

2. Signature of Certifying Official:



Signature of: Marlene Betit

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 30, 2020 21:26:24 Success: Email Sent to: marlene.betit@vermont.gov