

EAC CARES Progress Narrative Report

Response ID:138 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.

Wyoming

2. Grant Number:

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

WY20101CARES

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

Wyoming Secretary Of State's Office

Street Address

Herschler Building East - 122 W 25th St

City

Cheyenne

State

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.

Wyoming's use of CARES Act funding has allowed the State to prepare for, prevent, and respond to the COVID-19 Pandemic in a variety of ways which would not have been possible without the federal assistance.

Funding used to date has included many items to assist with conducting an election during this pandemic - everything from social distancing signage to PPE to additional ballot envelopes & higher wages for poll workers. Specific highlights include:

- Informational Mailer: Our office produced an informational mailer that was sent to every registered voter informing them of their options to cast a ballot in Wyoming's primary and general elections. Voters could request an absentee ballot by using an absentee ballot request application on the mailer or they could vote at the polls where safety procedures and PPE would be in use and available.
- Acquired Personal Protection Equipment (PPE) for all of county poll workers and election staff working at the polls; PPE includes:
 - o Gloves, masks, hand sanitizer, sneeze guards (plexiglass table shields), headphone covers, microfiber cloths, etc.;
 - o Disinfecting wipes for surfaces and equipment;
 - o One-time use pens and straws for voters to appropriately mark their ballots;
 - o Signage on walls and floor for social distancing;
 - o Hand sanitizer for voters and pollworkers;
 - o Etc.

Funding has also been spent on purchasing additional absentee envelopes and additional voting equipment hardware in the form of ballot jiggers and ballot on demand systems.

In addition, funding has been provided to counties in the form of reimbursements for:

- Letters, envelopes and postage for notices sent to voters advising them of changes in polling locations;
- Secure ballot drop boxes and related security camera installations;
- Letter openers for absentee ballots along with the postage increase for additional absentees to be mailed; and
- Additional PPE such as cleaning kits, face shields, isopropyl cleaning swabs, etc.

The pandemic has brought many challenges to bear on all election officials across Wyoming, not to mention voters. One of the greatest challenges has been preserving voter confidence, the integrity of the election and defending the validity of absentee ballots as used in Wyoming. Attaining and distributing all of the PPE to our counties proved to be a huge task as the variables were based on the number of poll workers being used in each county, which was a moving target since many poll workers would not commit due to concerns related to COVID. To that point, poll worker recruitment was one of the more difficult tasks for our county clerks and continues to be as we move quickly towards the General Election.

The state match requirement has proven to be an additional challenge. All states have experienced the economic crisis brought on by the pandemic. However, in Wyoming, we are also faced with a crisis in the mineral industry, which is our state's major source of revenue. The two crises combined has led to massive budget cuts in all state agencies, including the Wyoming Secretary of State's Office. We have already reduced our budget by 20% which leaves us with no travel budget, minimal funds for mailings, minimal funding to conduct maintenance on the Office's custom applications, etc. In this dire situation, we cannot request match funding from our legislature. Prior to the Primary Election, we launched an advertising campaign with a local advertising agency to produce materials for print, television, radio and social media. The advertising is to continue to inform Wyoming's voters about their voting options and what has been done to protect their health should they

choose to vote in person. Funding for this campaign will be used as match monies, but will likely not cover the entire match. The campaign is "LetsVoteWyo" (letsvotewyo.com.) and will continue through the General Election.

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	\$112,319.92	\$1,191.21
Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff	\$0.00	\$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	\$2,554.44	\$510.89
Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures)	\$108,981.49	\$0.00
Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks	\$275,566.81	\$55,113.36
Marking Devices (pens/straws)	\$58,687.92	\$11,737.58
Signage (social distancing at Polling Place Locations)	\$242,973.59	

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

Kai

Last Name

Schon

Title

State Election Director

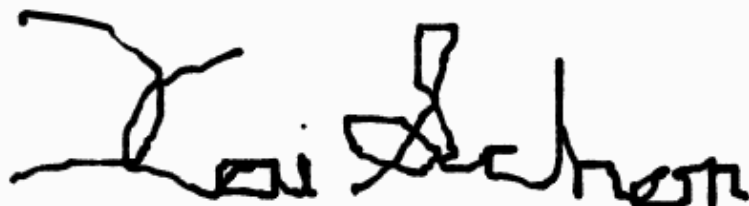
Phone Number

3077773416

Email Address

kai.schon@wyo.gov

2. Signature of Certifying Official:



Signature of: Kai Schon

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

Sep 09, 2020 19:28:08 Success: Email Sent to: kai.schon@wyo.gov