TO: **U.S Election Assistance Commission**

FROM: **Territorial Election Office of American Samoa**
              Chief Election Officer, Dr. Lealofi Uiagalelei

SUBJECT: **Program Narrative Summary of the use of 2020 HAVA Election Security Grant**

PURPOSE: **The 2020 HAVA Election Security Fund: <u>American Samoa</u> was awarded $600,000 as authorized under Title I Section 101 of the Help America Vote Act (HAVA) of 2002, marks the second new appropriations for HAVA grants since FY2010. This funding will provide states with additional resources to secure and improve election administration.**

<u>OPERATION AND PROPOSED USE OF HAVA FUNDS</u>

Voter Registration Upgrade (Equipment)	$100,000

IDC Expert NetV is our current voter registration system. The software is a window application using Microsoft Access database. Multiple computers running the software shares the database stored on the network share folder. The system becomes difficult to maintain over time due to its size limitation.
The old system was provided by IDCard Technology from California who is our main supplier and will also be providing the new upgrade system to its update functionality.

Our upgrade proposal is to integrate to enterprise level software using MS SQL server backend. MS SQL server database has much higher capacity than the current one. It can support population growth and allows the voting process using web browser as client over the World Wide Web or over the local area network. Document scanning is also a new feature added to this new proposal along with training of our staff on how to operate the new upgrade system.

<u>Hardware upgrade/require</u>
Our hardware requires upgrade to meet Voter Registration upgrade specification.
- (2)Servers/upgrade OS
- 20 workstations
- 5 Scanners
- Firewall/Switch
- (4) ID printer
- (6) Signature pad
- (6) Digital Camera
- (2) Heavy duty printer

Personnel	$150,000

Our database assessment is in progress and soon to be updated, we will extend contracts of our current workers to upkeep the work flow within our office. Also, we intend to recruit more workers to assist us with the 2020 Election, and continue with the transferring of files and scanning documents into digital copies for our database. We are still in search of an IT specialist to maintain our Database and to work closely with our IT personnel in finding effective ways of improving and upgrading our database system to its most efficient operational capacity.

Emergency Hire Staff – 1 year contract
We will require 6 additional staffers as we near the General Election to do final preparations for the election without interrupting the daily operations of registration. Their purpose would be to launch this election year's island-wide Outreach Initiative. They would also be the group who make up a part of the disabled assistance voting teams and the set up of their system and process for disabled voting, a program that began with HAVA many years ago.

Legal Advisor needed to provide legal advice on Federal/Local election laws and other campaign matters during the General election.

Voting Equipment and Replacement/Materials and Supplies:	$100,000

We were able to replace our ballot boxes and our voting booth during the 2018 midterm election. However, we are still in the process of researching and looking for a vendor that can specifically design a system that can scan and tally all cast ballots during the closing of polling places. Also, we are looking into digitizing our polling books.

Upgrading of training facility to train staff and poll workers

1. Flat screen monitor or Overall projector
2. Steady Surround system/Microphones
3. Tables and Chairs
4. Storage room for ballot boxes/supplies

Strengthening of Cyber Security: (Equipment)	$100,000

The Election Cyber security funds will be used for cyber security hardware and software as outlined below:
1. Albert Monitoring hardware– installs and maintains critical areas within the network and to monitor suspicious activities with the assistance of Elections Infrastructure Information Sharing Analysis Center (EI-ISAC).

2. Server Antivirus Software –to detect any malicious entities from penetrating the system and harming network computers/servers.
3. Firewall/monitoring hardware upgrade

Training/Travel:	**$50,000**

Ensuring that our staff and election officials are properly trained on cyber security, Certified Election Registration Administrator (CERA), training on the new registration system implementation and other election specific training/certification/conferences needed to strengthen and develop our employee skills and knowledge. The fund will help fund employees travel for training, training registration fees, election conference meeting and other related programs availability.

Other Expenses:	**$100,000**

Transportation to conduct disabled voters/outreach programs
The need of 3 vehicles to help conduct our disabled voters absentee voting in preparation for the November 2020 election. These vehicles will help transport our election staff out to disabled voters residence to assist/conduct absentee voting. The first vehicle will cover the eastern side of the island; second vehicle will cover the central area while the third vehicle covers the western side. These vehicles will also be used to carry out our outreach program responsibilities/duties to schools/villages during non election years.

Election night results
In collaboration with our government local television station (KVZK-TV), We plan to purchase supporting equipments to connect our computers for live streaming and live broadcast during the night of the election and announcement of unofficial results.

TOTAL:	**$600,000**

PRIOR TO THE 2020 GENERAL ELECTION

Strengthening of Cyber Security: As identified in the Budget Narrative, expenditures estimated at $100,000 funded the following:

- Albert Monitoring hardware– installs and maintains critical areas within the network and to monitor suspicious activities with the assistance of Elections Infrastructure Information Sharing Analysis Center (EI-ISAC).
- Server Antivirus Software –to detect any malicious entities from penetrating the system and harming network computers/servers.
- Firewall/monitoring hardware upgrade

The above were operational during preparation for, and were installed successfully prior to the 2020 General Election. Equipment was purchased, software was installed and upgrades were made to the cyber security monitoring systems. All this was done in time for the 2020 General Election and proved to be detrimental in the security of our election process.

Disabled Voting Assistance Initiative/Voting Outreach Campaign: These 2 programs are funded by HAVA every election year and have been so since its conception. It is expected to be launched at the beginning of every election year. The estimated cost for the operation of these 2 programs is $100,000. As is no different for the 2020 General Election, an estimated 50% of the estimated cost will be covered by the 2020 Election Security Grant.

Personnel: Emergency Staffers were hired for the 2020 General Election and an estimated $50,000 is expected to be spent on these contracted staffers specifically for the 2020 General Election.

The 2018 and 2020 Election Security Grant is now combined as per EAC. A submission of the combined Budget Worksheet was submitted to the Election Assistance Commission prior to the 2020 General Election.

HAVA ELECTION SECURITY GRANT

| Budget Information | | | | | | | CFDA # 90.404 | Non-Construction Program |

Name of Organization: American Samoa Election Office

Budget Period Start: 3/23/2018 **SECTION A - BUDGET SUMMARY**

Budget Period End: Until Expended **FEDERAL & NON-FEDERAL FUNDS (Match)**

PROGRAM CATEGORIES

BUDGET CATEGORIES	(a) Voting Equipment	(b) Election Auditing	(c) Voter Registration Systems	(d) Cyber Security	(e) Communications	(f) Other	TOTALS	% Fed Total
1. PERSONNEL (including fringe)	$ 100,000.00		$ 50,000.00	$ 100,000.00		$ 100,000.00	$ 350,000.00	29%
2. EQUIPMENT	$ 80,000.00		$ 300,000.00	$ 100,000.00	$ 50,000.00		$ 530,000.00	44%
3. SUBGRANTS- to local voting jurisdictions							$ -	0%
4. TRAINING			$ 25,000.00	$ 75,000.00			$ 100,000.00	8%
5. All OTHER COSTS						$ 220,000.00	$ 220,000.00	18%
6. TOTAL DIRECT COSTS (1-6)	$ 180,000.00	$ -	$ 375,000.00	$ 275,000.00	$ 50,000.00	$ 320,000.00	$ 1,200,000.00	
7. INDIRECT COSTS (if applied)		$ -					$ -	0%
8. Total Federal Budget	$ 180,000.00	$ -	$ 375,000.00	$ 275,000.00	$ 50,000.00	$ 320,000.00	$ 1,200,000.00	
11. Non-Federal Match							$ -	
12. Total Program Budget	$ 180,000.00	$ -	$ 375,000.00	$ 275,000.00	$ 50,000.00	$ 320,000.00	$ 1,200,000.00	
13. Percentage By Category	15%	0%	31%	23%	4%	27%		

Proposed State Match 0.0%

A. Do you have an Indirect Cost Rate Agreement approved by the Federal government or some other non-federal entity?
If yes, please provide the following information: Yes

B. Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy-mm/dd/yyy) 3/23/2018-12/20/2024

C. Approving Federal agency: Election Assistance Commission

D. If other than Federal agency, please specify:

E. The Indirect Cost Rate is: 13.20%