April 27, 2020

U.S. Election Assistance Commission

1335 East-West Highway, Suite 4300

Silver Spring, MD   20910

Idaho HAVA 2020 Elections Security Grant Use Plan

Dear Mona,

Regarding the 2020 HAVA Elections Security Grant for the State of Idaho, we submit the following narrative proposal. It is our understanding that the purpose of this award is to "improve the administration of elections for Federal office, including to enhance election technology and make election security improvements".   We acknowledge that using funds from this grant to pay for general operating expenses, historically paid for with non-federal funds, may not constitute an actual improvement to the administration of federal elections and may be questioned in a federal audit. As such, Idaho proposes the following uses, all new and/or non-general operating in nature, for the **$4,339,224.00 in combined total funds ($3,616,020.00 in federal grant funds**, plus the **$723,204 state 20% required match**, $300,000 of which will be coming from Idaho's 44 counties, and the balance of which ($423,204) will be requested as a part of the FY2022 budget process and has already been discussed with the Governor's office of Financial Management)**, based on the categories in the attached Election Budget Workbook:**

1) PERSONNEL:
   a. It has been our experience from our 2018 HAVA Grant funds that we have been able to leverage contractors to quickly and affordably provide both expertise and significant improvements in the areas of Voter Registration, CyberSecurity, and Communications. As such, we envision using the funds in this area for those purposes.

   b. We will continue to maintain an FTP line in our 2020 HAVA budget as we did in 2018, which allows for a new position to be provided full state benefits. If utilized in this

manner, it would be our intent to request these new positions in a subsequent state budget as well, allowing us the time to get state funding in place and migrate the position to a traditional state FTP as we continue forward.

c. In addition, we will continue the practice of hiring a contract project manager to oversee the implementations of any projects undertaken within this budget. This contractor would be solely for the duration of the given project, with most estimated at 24-36 months.

PERSONNEL TOTAL: $200,000

2) EQUIPMENT:
   a. We are reserving $150,000 for equipment acquisitions in the Voting Equipment category. While not detailed at this time, this would not include equipment directly to counties, as that is covered under the subgrants section below.
   b. We are reserving $250,000 for equipment in the Elections Auditing category. Utilizing our 2018 HAVA funds in this category, we have established a research relationship with Boise State University's Computer Science department, and anticipate utilizing this equipment line as outputs of that relationship yield future auditing plans and programs.
   c. We are reserving $150,000 for equipment acquisitions in the Voting Registration Systems category. At this moment these needs have not been detailed.
   d. We are reserving $250,000 for equipment acquisitions in the Cyber Security category. At this moment these needs have not been detailed.
   e. A portion of these costs may also be allocated to subgrants to voting districts or counties, where appropriate, at the discretion of the Secretary.

EQUIPMENT TOTAL: $800,000

3) SUBGRANTS (to local voting jurisdictions):
   a. In our most significant change from our 2018 HAVA plans, we are reserving $1,500,000 specifically for use by Counties on a Idaho Elections Security Improvement Grant program. Funds under this category will include the requirements of a 20% county match (in-kind allowable) as well as the submission of a project plan by each county which will be driven by a county specific cyber security readiness and posture assessment program. This assessment project is currently underway and was begun as a part of the training provided to counties under 2018 HAVA funds in the cybersecurity category. Priority will be given to cybersecurity

preparedness and prevention tactics and best practices that can improve statewide endpoint resiliency to the elections system infrastructure.

SUBGRANTS TOTAL: $1,500,000

4) TRAINING:

Training is divided into each of the categories provided, as we intend to continue to update systems, implement new systems, and experience turnover in our workforce. As such, we are reserving a total of $450,000 for training divided as follows:
a. Voting Equipment Training : $50,000,
b. Election Auditing Training: $50,000.
c. Voter Registration System Training: $100,000, as along with cybersecurity this constitutes our largest ongoing request for training from Counties and we will be implementing a new system in this area in the coming year.
d. Cybersecurity Training : $100,000
e. Communications Training: $55,000
f. Other: As we have continually seeing changing environments to which our staff must adapt, including cloud computing, account management, and general IT that affects elections or elections infrastructure, we are reserving $100,000 for training under the "other" category to supplement the above verticals.

TRAINING TOTAL: $455,000

5) OTHER COSTS:

It has been our experience that some of our best innovations and improvements made by our office over the past 5 years have come as a result of investments in both software and software as a service (SAAS) platforms. As such, the majority of the expenditures anticipated under the "Other Costs" category will likely fall into those types of expenses for their related category. These amounts are as follows:
a. Election Auditing: $200,000
b. Voter Registration Systems: $250,000
c. Cyber Security: $100,000
d. Communications: $116,020*

*Of specific note, we are requesting that the remaining $102,200 of the $110,000 originally allocated for other costs under communications in our 2018 HAVA narrative be reallocated to software development costs under the 2018 HAVA category of Voter Registration

Systems > Other, and that the original purpose of those funds (development and distribution of a Cyber Incident Communications Plan) be reassigned to this grant proposal.

OTHER TOTAL: $661,020

TOTAL GRANT ALLOCATIONS (non-matched) : $3,616,020.00

6) NON-FEDERAL MATCH

We have allocated a proportionate amount of the match requirement to each vertical category based on the Total Federal Budget amount. As such, the match is divided up as follows (including the $300,000 match to be provided by counties as a portion of their $1.5M subgrants).

1. Voting Equipment Match: $40,000
2. Election Auditing Match: $100,000
3. Voter Reg. System Match: $110,000
4. Cyber Security Match: $110,000
5. Communications Match: $43,204
6. Other Match (includes counties): $300,000

MATCH TOTAL: $723,204

Thank you, and we look forward to answering any questions you may have. You can contact me directly at (208) 334-2862 or at chad.houck@sos.idaho.gov.

Sincerely,

Chad Houck
Idaho Deputy Secretary of State