



## **Nevada Secretary of State, Barbara K. Cegavske 2018, 2020, and 2022 Combined HAVA Election Security Grant Budget Narrative May 2022**

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The following project narrative describes how the Office of the Nevada Secretary of State plans to use the \$10,083,287.00 award and to identify the \$1,374,999.00 required matching funds. This narrative includes the timeframe for the use of the funds, as well as the immediate and long-term activities/improvements. It also includes a description of the allocation and expenditure of the required matching funds.

Nevada currently has four full-time employee salaries being paid with HAVA grant funds. These four positions divide their time among all HAVA grant categories. Two of the positions were previously paid out of State general funds, but due to Coronavirus-related budget cuts, these positions' salaries were moved to HAVA grant funds. The Secretary of State's Office will endeavor to shift these positions back to the State's general fund during the 2023 budget, which will go into effect on July 1, 2023.

### **Voting Equipment**

In 2017, all of Nevada's local election officials purchased new voting equipment. There are no plans to use any of the combined HAVA grants for voting equipment replacement or upgrades.

### **Election Auditing**

This category will use award funds to expand upon current practices and procedures, as well as utilize industry best practices within the state. In 2018 the Secretary of State used grant funds to hire a full-time position dedicated to improving the administration of federal elections through local election official procedure audits, in conjunction with review and improvement of state guidance of election procedures. A majority of Nevada's local election officials are part-time election administrators, and the development of defined and well-rounded state guidance will improve the integrity and uniformity of administration of elections for federal office at the local level.

More robust post-election auditing will also be undertaken using award funds. Legislation passed in 2019 requires Nevada to begin doing post-election, risk limiting audits in 2022. This will include the research and development of audit procedures and the purchase of auditing software. The State conducted 8 pilot audits during 2021 and early 2022 of single jurisdictions. After the 2022 Primary Election, all seventeen counties will participate in the first statewide pilot, in which there will be one statewide race and seventeen county races audited. The State will also conduct a pilot after the 2022 General Election.

### **Voting Registration Systems**

The 2018 Election Security funds allowed the creation of a new full-time position, the Statewide Voter Registration List Lead (SVRL Lead). The SVRL Lead's primary responsibility is to focus on improving the security and procedures for data management and maintenance according to federal and state requirements. The SVRL Lead has worked with Nevada's three voter registration database vendors to improve and standardize the transfer of data between the counties to the State and vice versa, as well as the transfer of data with the Nevada Department of Motor Vehicles. This has been especially useful as Nevada utilizes a bottom-up system in which local election officials manage and maintain a county voter registration system that feeds batch data into the statewide system to comply with federal requirements.

Election Security funds also allowed the State to hire three contractors to help analyze and implement new cybersecurity features for the statewide voter registration database, at both the county and state level.

In addition, after consulting with Nevada's local election officials, the majority of the 2020 HAVA grant (\$4,805,564) and 2022 HAVA grant (\$1,000,000) will be used to research, develop, and implement a top-down voter registration system. Nevada currently uses a bottom-up voter registration model where local election officials manage and maintain a county voter registration system that feeds batch data into the statewide system to comply with federal requirements. This current model has elevated data and cyber-security concerns, relying on multiple entry points across the State and 17 counties, and limits State oversight of list maintenance and voter registration records. A top-down system will greatly reduce these concerns and limitations.

Converting to a top-down system will be a multi-phase endeavor; discovery, solution development and implementation. The discovery phase included hiring a project manager to see the entire process through, as well as bringing on a consultant to help navigate next steps and best practices towards integration. The decision to purchase, develop or hybridize the top-down system will be determined based off federal and state voter registration requirements, the needs of local and state election officials, and cyber security capabilities. In February 2022, the Secretary of State, with the assistance of its consultant, made the decision to purchase a commercial off-the-shelf (COTS) solution. As of this Report, the State is currently in the process of refining the requirements in order to publish a request for procurement (RFP). The RFP process, including publication, demonstrations, and selection of a vendor is expected to be completed by late 2022/early 2023.

The implementation phase will likely be the costliest, requiring the purchase of software and/or staffing new technical positions at the office of the Secretary of State to develop and oversee the new system.

Auditing the voter registration list to prevent and discover cases of potential double voting is one of Nevada's highest priorities. Being a member of the Electronic Registration Information Center (ERIC) is extremely helpful in this endeavor and such membership fees are budgeted from this grant category. This use of the HAVA grant funds was previously categorized under Election Auditing but fits better with Voter Registration Systems.

### **Cyber-Security**

As previously mentioned, Nevada hired the SVRL Lead and three contractors in 2018. Collectively, these four positions have used grant funds to greatly increase the security of Nevada elections and voter registration practices. This team has been able to diagram all county and state access points to the statewide voter registration list and identify necessary changes to increase the security of the voter registration data. Current projects, based on their research, include implementing multifactor authentication at all access point levels and moving all 17 county registration databases to isolated and dedicated hardware.

These projects entail reworking basic login features and security requirements to voter registration database software, creating levels of user capabilities within the database and utilizing multifactor authentication such as biometric scanners and smart cards to access the database. Isolated and dedicated hardware greatly reduce the amount of access points to county data and greatly increase the overall security county data. Most of these funds will continue to be utilized as subgrants to the counties.

This category will also provide for the establishment of procedures for local election official training, with emphasis on cybersecurity.

### **Communication**

The Secretary of State will use a nominal portion of the award funds to increase public awareness regarding local and state resources available to registered voters to access, review, and secure their voter registration record. Additional voter education will include increased public awareness about the measures taken by local and state election officials to collect, secure, and maintain voter registration and voting systems.

**Other: Improve Administration of Federal Elections**

To help improve the administration of federal elections, the Office of the Secretary of State routinely holds calls and training sessions with the 17 county clerks. These training calls help keep Nevada’s independent jurisdictions uniform with voter registration and election practices.

Additional funds have been used to invest in the training of Secretary of State staff by attending Election Center CERA classes. As of this Report, the Secretary’s Office has one CERA graduate and four other members who are in the process of completing the requisite coursework.

Additionally, grant funds have also been used to help facilitate programs that enhance voter experience and understanding in Nevada elections. These programs have enriched voting capabilities for UOCAVA voters and Nevada voters with disabilities, as well as allowed all Nevada voters to better utilize the mail ballot process (which was extensively used due to the Covid-19 pandemic).

**Other**

A nominal portion of funds will be used to support the four full-time HAVA team-members and the three contractor positions with upgraded work items such as laptops and noise-canceling headphones.

**Required State Match**

Nevada’s total required state match is \$1,374,999.00. Of that total, \$200,000 remains. \$213,886.00 was previously met in 2018 with a cash contribution from the State’s general fund, which was used for the purchase of voting equipment. \$961,113.00 was contributed from the State's General Fund to assist with paying for annual voting system license and support fees. With the issuance of the 2022 NGA, the Secretary of State has allocated the remaining \$200,000.00 to assist with paying for the annual voting system license and support fees. This will allow the full matching requirement to be met by June 2023.

**EAC HAVA GRANT - BUDGET WORKSHEET**

GRANTEE NAME: Office of the Nevada Secretary of State  
 AWARD TYPE: FORMULA

MATCH %: 20%

PROJECT PERIOD START DATE: 3/16/2022

INDIRECT COST % (IF APPLIED):

PROJECT PERIOD END DATE:

INDIRECT COST TYPE:

SECTION A: GRANT BUDGET	YEAR 1 - (e.g 2018 ES)	YEAR 2 - (e.g 2020 ES)	YEAR 3 - (e.g. 2022 ES)	TOTAL:
FEDERAL AMOUNT	\$ 4,277,723.00	\$ 4,805,564.00	\$ 1,000,000.00	\$10,083,287.00
NON FEDERAL MATCH	\$ 213,886.00	\$ 961,113.00	\$ 200,000.00	\$ 1,374,999.00
TOTAL:				\$11,458,286.00

SECTION B: BUDGET CATEGORIES (Federal Only)	Voting Equipment	Voting Processes	Voter Registration Systems	Election Auditing	Cyber and Physical Security	Voter Education/Communications	Accessibility	Other (Provide description in this box)	Other (Improve Administration of Fed. Elections)	TOTALS	% Fed Total
PERSONNEL	\$ -	\$ -	\$ 576,121.45	\$ 365,276.80	\$ 123,399.81	\$ 25,404.04	\$ -	\$ 85,373.40	\$ 552,198.55	\$ 1,727,774.05	17%
FRINGE RELATED TO SALARY	\$ -	\$ -	\$ 202,421.05	\$ 128,340.50	\$ 43,356.69	\$ 8,925.74	\$ -	\$ 29,996.06	\$ 194,015.71	\$ 607,055.75	6%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TRAINING	\$ -	\$ -	\$ 4,371.04	\$ 4,193.34	\$ 27,586.84	\$ -	\$ -	\$ -	\$ 132,880.24	\$ 169,031.46	2%
CONTRACTUAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
OTHER (Describe)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
OTHER Travel, Statewide Allocations, Administrative Costs and Voting System Solutions	\$ -	\$ -	\$ 5,766,044.78	\$ 74,961.92	\$ 646,794.29	\$ -	\$ -	\$ 38,189.45	\$ 645,545.34	\$ 7,171,535.78	71%
SUBGRANTS	\$ -	\$ -	\$ -	\$ 18,272.10	\$ 389,617.86	\$ -	\$ -	\$ -	\$ -	\$ 407,889.96	4%
TOTAL DIRECT COSTS	\$ -	\$ -	\$ 6,548,958.32	\$ 591,044.66	\$ 1,230,755.49	\$ 34,329.78	\$ -	\$ 153,558.91	\$ 1,524,639.84	\$10,083,287.00	100%
INDIRECT COSTS (if applied)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL PROGRAM BUDGET</b>	\$ -	\$ -	\$ 6,548,958.32	\$ 591,044.66	\$ 1,230,755.49	\$ 34,329.78	\$ -	\$ 153,558.91	\$ 1,524,639.84	\$10,083,287.00	100%
<b>PERCENTAGE BY CATEGORY</b>	0%	0%	65%	6%	12%	0%	0%	2%	15%		

**SECTION C: NON FEDERAL MATCH RESOURCES**

SOURCE DESCRIPTION	STATE FUNDS	OTHER	TOTAL:
Cash Match	\$ 1,374,999.00		\$ 1,374,999.00
			\$ -
			\$ -
			\$ -
	\$ 1,374,999.00	\$ -	\$ 1,374,999.00