The State of Texas

Ruth R. Hughes
Secretary of State

VIA E-Mail: CARESFunding@tac.gov

May 14, 2020 (Original Request Dated April 14, 2020)

Mona Harrington, Acting Executive Director
U.S. Election Assistance Commission
1335 East-West Highway, Suite 4300
Silver Spring, MD 20910

RE: 2020 CARES Grant – Revised to Include Adjusted Amount

Dear Ms. Harrington:

The purpose of this letter is to certify that the State of Texas will use the funds provided under the Notice of Grant Award, Agreement TX20010CARES, for activities consistent with the laws described in Section 506 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is 806782546, and the signed Certifications are enclosed.

We are requesting $34,546,840 at this time. We will use the funds to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle. To address the effects of the coronavirus on the election we will sub-grant the funds to Texas counties to expend on activities consistent with the purposes outlined in the memo from Mona Harrington dated April 6, 2020.

If you have any questions about this request, please contact Keith Ingram at 512-463-9871 or kin Ingram@sos.texas.gov.

Sincerely,

[Signature]

Ruth R. Hughes
Texas Secretary of State

Cc: Kinza Ghaznavi, Grants Manager
# 2020 Help America Vote Act (HAVA) CARES Act Sub-grant to Texas Counties

## Notice of Grant Award

**Grantee:** Galveston  
**Grantor:** Texas Secretary of State  
P.O. Box 12887  
Austin, TX 78711

## Obligation Information

<table>
<thead>
<tr>
<th>CFDA Number</th>
<th>Grant Period</th>
<th>Agreement No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>90.404</td>
<td>3/28/2020 – 11/30/2020</td>
<td>TX20101CARES-084</td>
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## Funds Description

This obligation of funds constitutes the Grantee’s share of $24,421,230 million awarded to the State of Texas (52 U.S.C. §§ 20901, 20903-20905) authorized by the U.S. Congress under the Coronavirus Aid, Relief and Economic Security (CARES) Act (Public Law 116-136).

## Funding Information

<table>
<thead>
<tr>
<th></th>
<th>Maximum Award</th>
<th>Requested Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Share</td>
<td>$333,860.76</td>
<td>$</td>
</tr>
<tr>
<td>Required Matching Funds</td>
<td>$66,772.15</td>
<td>$</td>
</tr>
<tr>
<td>Chapter 19 Matching Funds</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>County Matching Funds</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total Matching Funds</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

## Purpose

As authorized under Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) (HAVA) and provided for in the CARES Act, 2020 (Public Law 116-136), the purpose of this award is to "prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle."

## Receipt of Funds

All funds must be deposited into an interest-bearing account in a fund designated for HAVA funds. Interest earned on this award's funds and any net program income shall be retained in the fund and used for allowable activities described in Section...
Federal Awards

- 2020 HAVA CARES Act Grant
- 2018 HAVA Election Security Grant
- 2020 HAVA Election Security Grant
Sub-grants to Counties

GRANT AGREEMENTS

- Federal Portion
- Required Match

2020 HAVA CARES Act Grant

Awarded based on 2020 Chapter 19 allocations (voter registration statistics)

- 20% May use 2020 Chapter 19 funds or county funds

HAVA Election Security Grant

(Federal Amount - $40,000) * 20%

$120,000
Grant Process

- **SOS sends grant award notice to County Judge via DocuSign**
  - Commissioners Court must pass resolution prior to agreement being signed by the judge
  - Same resolution can be used for both grant award agreements

- **SOS issues grants funds upon receipt of signed award agreement**
  - All necessary fields in award agreement must be completed
  - Resolution must be attached
  - Single Point of Contact (SPOC) must be identified

- **SPOC submits reports upon SOS request**
  - Expenditure reports will be required on a periodic basis
  - Unexpended funds, including interest, must be returned to SOS at the end of the grant period

HAVA Grant Updates
2020 HAVA CARES Act Funding Purposes

- **Voting Processes:** Additional costs for printing and mailing ballots, ballot tracking software, high speed scanners, letter opening equipment, registration list activities to improve the accuracy and currency of registrant addresses
- **Staffing:** Additional poll workers, election office staff diverted to pandemic response, temporary staff
- **Security and Training:** Pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes
- **Communications:** Notifying public of voter registration requirements, ballot request options, precautions or voting procedures
- **Supplies:** Additional laptops, mobile IT equipment, cleaning supplies, personal protective equipment (PPE)
HAVA Grant Updates

HAVA Election Security Funding Purposes

- **Voting Equipment:** Upgrades and replacement equipment – must be HAVA-compliant and paper verifiable
- **Election Auditing:** Costs to conduct review after polls close for the purpose of determining whether the votes were counted accurately
- **Voter Registration Systems:** Costs to enhance voter registration system security
- **Cyber Security:** Security enhancements to protect the election process (e.g., remediation from election security assessments)
- **Communications:** Costs needed to communicate with the public regarding election security

6/3/2020

Webinar - Texas Elections Team, Webex Training No. 1
June 4, 2020
Common Errors and Cautions

- Communication costs may NOT include “get out the vote” campaigns
- The mail code is 3-digits and tells the comptroller where to send payment
- Matching funds can only be used for grant-eligible activities
- For CARES Act, do not enter more Chapter 19 funds than is required for match
- Be sure to attach resolution from Commissioners Court

6/3/2020 Texas Secretary of State
Receipt of Funds

1. Funds must be deposited into an interest-bearing account in a fund designated for HAVA.
2. Interest earned and any net program income shall be retained and used for HAVA-allowable activities.
3. Program income is defined as revenue received from a grant-supported activity during the grant period.

6/3/2020
Texas Secretary of State
General Eligibility

1. Allowable
   - Must be consistent with federal and state law as well as terms and conditions of the grant

2. Allocable
   - Must be used exclusively for eligible activity under the grant or prorated

3. Reasonable and Necessary
   - Must be documented and justifiable
Eligibility Questions to Ask?

**HAVA Cares Act**
- Is it in response to COVID-19's impact on federal elections?
- Is it outside of the county budget?
- Is it consistent with all applicable federal and state law?

**HAVA Election Security**
- Is it in response to election security needs?
- Is it outside of the county budget?
- Is it consistent with all applicable federal and state law?