



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 01/19/2021

or Procurement Director Award ☐

** = Mandatory, information must be provided*

***Contractor/Vendor Name/Grantor (DBA):**

US Election Assistance Commission, passed through Arizona Secretary of State's Office

***Project Title/Description:**

2020 HAVA Election Security Sub-Grant

***Purpose:**

Projects will facilitate Help America Vote Act (HAVA) Section 302, assisting Pima County to comply with requirements under Title III and improve the administration of Federal elections

***Procurement Method:**

This grant is not subject to Procurement rules

***Program Goals/Predicted Outcomes:**

Recorder's Office received reimbursement of expenditures incurred in a Pima County Vote Safe advertising campaign that was conducted during 2020 federal elections.

***Public Benefit:**

This funding program is designed to improve the administration of local elections for Federal office, including to enhance technology and make election security improvements. These specific funds were earmarked for advertising expenses for the election.

***Metrics Available to Measure Performance:**

More Pima County voters were informed of and able to participate in safe voting practices, enhancing confidence in the voting process during a global pandemic

***Retroactive:**

The grant period began in December 2019; advertising costs were incurred during September and August 2020; the reimbursement was received in October 2020. Without approval of these funds, Pima County taxpayers will shoulder these expenses.

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount: \$* _____ ☐ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____
Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No
If Yes, is the Contract to a vendor or subrecipient? _____
Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.
Vendor is using a Social Security Number? ☐ Yes ☐ No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Commencement Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____
☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____
Is there revenue included? ☐ Yes ☐ No If Yes \$ _____
***Funding Source(s) required:**
Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)☒ Award ☐ Amendment

Document Type: GTAW Department Code: RE Grant Number (i.e., 15-123): 21-100
Commencement Date: 12/21/2019 Termination Date: 12/20/2024 Amendment Number: --
☐ Match Amount: \$ -- ☐ Revenue Amount: \$ 50,000.00

***All Funding Source(s) required:** US Election Assistance Commission passed through Arizona Secretary of State's Office

***Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ -- % --
***Match funding from other sources?** ☐ Yes ☒ No If Yes \$ -- % --
***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** Federal funding is passed through AZ Secretary of State

Contact: Pamela Franklin

Department: Pima County Recorder's Office

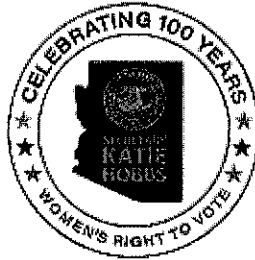
Telephone: 724-4356

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)



NOTICE OF SUB-GRANT AWARD LETTER

May 1, 2020

Federal Sub-Grant: 2020 HAVA Election Security Grant

CFDA Number: 90.404

Agreement Number: AZ20101001

Federal Awarding Agency: US Election Assistance Commission

Project Period: 12/21/2019 – 12/20/2024

Application Period: Receipt of this letter – 06/30/2022

Award Amount: \$694,438.40

Sub-Grantee County: Pima

Sub-Grantee Address: 240 N Stone Ave, Tucson, Arizona 85701 and 6550 South Country Club Road, Tucson, Arizona 85756

The Arizona Secretary of State's Office is pleased to inform you that your county has been awarded a 2020 HAVA Election Security sub-grant. This sub-grant is made on the basis of submitting an application and making expenditures that fall under the following HAVA guidelines:

- Replace voting equipment that only records a voter's intent electronically with equipment that utilizes a voter verified paper record;
- Implement a post-election audit system that provides a high level of confidence in the accuracy of the final vote tally;
- Upgrade election-related computer systems to address cyber vulnerabilities identified through Department of Homeland Security, or similar scans or assessments of, existing election systems;
- Facilitate cybersecurity training for the state chief election official's office and local election officials;
- Implement established cybersecurity best practices for election systems;
- Fund other activities that will improve the security of elections for Federal office.
- Complying with the requirements under title III;
- Improving the administration of elections for Federal office;
- Educating voters concerning voting procedures, voting rights, and voting technology;
- Training election officials, poll workers, and election volunteers;
- Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II;

- Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes;
- Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language;
- Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.

Additionally, the EAC has put out the following guidance on COVID-19 expenses:

- “HAVA neither expressly authorizes nor prohibits the use of section 101 or section 251 funds for expenditures necessary to protect against and respond to a pandemic. Both sections provide payments for the purposes of improving the administration of elections for federal office, which can include expenditures that would protect staff and poll workers, secure physical locations, and address unexpected expenses due to the COVID-19 pandemic during a federal election. The costs must still meet standards set in general federal grants regulations...”

Note: COVID-19 expenses must be incurred between 01/20/2020 and 12/31/2020.

The sub-grant requirements are contained in the Code of Federal Regulations, 2 C.F.R. 200. Sub-grant recipients must follow all federal HAVA laws and any state applicable laws relating to grants.

Sub-grant recipients must also provide the Secretary of State’s Office with invoices and payment receipts for any purchases within 30 days of purchase.¹ If funds are not spent within 30 days, they must be placed in an interest-bearing account. Quarterly reports should be submitted if funds are not fully expended within 30 days, in which the reports shall include the interest earned, the amount spent and current balance, at minimum. Please refer to the sub-grant guidelines packet for further information and requirements.

By submitting an application with HAVA approved expenditures to the Secretary of State’s Office, you are confirming your county’s acceptance of this award. The award disbursement is contingent on Secretary of State’s review and approval of your application.

Thank you,



Katie Hobbs
Arizona Secretary of State

¹ Purchases made between December 21, 2019 and the date of the award are exempt from this requirement and are eligible to be submitted for reimbursement.