

2018 HAVA

Election Security Grant

Arizona Sub-Grant Guidelines



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What is the 2018 HAVA Election Security Grant?

In 2018, Congress authorized funding for the 2018 HAVA Election Security grant, pursuant to the Consolidated Appropriations Act, 2018 (Public Law 115-141). The State of Arizona was awarded \$7,463,675 with a state match share of \$373,184.

Important Dates

March 23, 2018	2018 HAVA Election Security Grant project period begins
April 17, 2018	Notice of Grant Award received by SOS
June 18, 2019	Joint Legislative Budget Committee (JLBC) approved SOS FY20 spending
March 23, 2020	Deadline to meet State's obligation to match funds
June 30, 2020	Deadline to distribute sub-grants for FY20
March 22, 2023	2018 HAVA Election Security Grant project period ends

Useful Links

2018 HAVA Election Security Grant Award Packet:

[https://www.eac.gov/assets/1/6/HAVA Election Security Final Award Packet 041718.pdf](https://www.eac.gov/assets/1/6/HAVA_Election_Security_Final_Award_Packet_041718.pdf)

Congressional Intent Regarding 2018 HAVA Election Security Grant:

https://www.eac.gov/assets/1/6/2018_HAVA_Funds_background.pdf

EAC Website: <https://www.eac.gov/>

EAC's Frequently Asked Questions (FAQS):

<https://www.eac.gov/payments-and-grants/frequently-asked-questions-for-grants/>

Help America Vote Act:

https://www.justice.gov/sites/default/files/crt/legacy/2010/12/15/pl252_107.pdf

Allowable and Unallowable Costs

Pursuant to Congressional intent under the Consolidated Appropriations Act, 2018 (Public Law 115-141), Counties **may expend** grant funds to do any of the following:

- 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 systems¹;
- 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.

Counties **may also expend funds**, pursuant to Section 101 of the Help America Vote Act of 2002 (P.L. 107-252) by:

- 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.

Counties **may not expend** funds:

- On projects that do not meet federal HAVA or state sub-recipient guidelines;
- On projects not approved by the SOS; or

¹ Use of a cyber security assessment method that is reviewed and signed off on by the Secretary of State's Information Security Officer would be preferred and accepted.

- To pay for general operating expenses.

Review Criteria

The 2018 HAVA sub-grant applications will be evaluated based on the following criteria:

- What is the project's intent and expected result?
- Does the project fall within at least one category of the federal HAVA expenditure guidelines?
- Does the County's project address election technology and/or election security needs? If not, does it enhance and/or improve elections in general?
- How does the County's project benefit voters in Federal elections?
- Was a clear and comprehensive explanation and plan for the project provided?

For security fortification sub-grant applications, there is additional criteria to evaluate based on the following:

- Has an election cybersecurity assessment been completed?
- Was the assessment method reviewed and signed off on by the Secretary of State's Information Security Officer?

Reporting and Monitoring Requirements

The SOS wants to ensure the State remains compliant with all federal and state laws regarding the 2018 HAVA Election Security Grant award. The SOS must submit annual financial reports to the Election Assistance Commission (EAC) until all awarded grant funds are expended. Due to potential federal audits, the SOS will require County sub-grant recipients to provide the following:

- Invoices and payment receipts for any purchases within 30 days of purchase.
- Quarterly reports if funds are not fully expended within 30 days.
 - The quarterly report must provide interest earned, the amount spent and current balance, at minimum.

Sub-Grant Administration Guidelines

Grant Guidance

The 2018 HAVA Election Security Grant funds were funded by the federal government to the State of Arizona. The SOS's Office will award sub-grants, in which sub-grant recipients must follow all federal HAVA laws and any state applicable laws relating to grants.

Timeframe to Request Funds

Funds may be requested between August 9, 2019 and June 30, 2020 for FY20. The SOS must seek approval from JLBC to appropriate any remaining funds for FY21.

Interest on Grant Funds

If funds are not expended within 30 days of receipt of the funds, the funds must be placed into an interest-bearing account. If any interest is earned and not spent on the SOS approved project, the interest must be returned to the SOS within 6 months of receiving the initial funds.

Security Fortification

JLBC approved a portion of the 2018 HAVA Election Security Grant funds for security fortification. Counties must complete an election cybersecurity assessment using a method that is signed off on by the Secretary of State's Information Security Officer in order to request this funding. After completion of the assessment, Counties may apply to the SOS for HAVA funding from the security fortification line item to implement remediation measures based on the assessment results.

Equipment Inventory Requirements

Sub-grant recipients must maintain inventory records of all property purchased with grant funds. Disposition of this property shall be in accordance with [2 CFR § 200.313](#).

Record Retention

Record retention is subject to [2 CFR §215.53](#).

Chart of Distribution Amounts to Each County

County	Base Minimum	Active Voters	Tier Level	Per Voter**	Total Amount Per Voter**	Total Amount to Counties**
Apache	\$100,000.00	50,320	2	\$0.60	\$30,192.00	\$130,192.00
Cochise	\$100,000.00	71,974	2	\$0.60	\$43,184.40	\$143,184.40
Coconino	\$100,000.00	84,308	2	\$0.60	\$50,584.80	\$150,584.80
Gila	\$100,000.00	30,092	1	\$0.75	\$22,569.00	\$122,569.00
Graham	\$100,000.00	18,273	1	\$0.75	\$13,704.75	\$113,704.75
Greenlee	\$100,000.00	4,609	1	\$0.75	\$3,456.75	\$103,456.75
La Paz	\$100,000.00	10,338	1	\$1.00	\$10,338.00	\$110,338.00
Maricopa	\$100,000.00	2,292,072	5	\$0.11	\$252,127.92	\$352,127.92
Mohave	\$100,000.00	119,168	3	\$0.50	\$59,584.00	\$159,584.00
Navajo	\$100,000.00	64,489	2	\$0.60	\$38,693.40	\$138,693.40
Pima	\$100,000.00	559,394	4	\$0.27	\$151,036.38	\$251,036.38
Pinal	\$100,000.00	206,164	3	\$0.50	\$103,082.00	\$203,082.00
Santa Cruz	\$100,000.00	28,784	1	\$0.75	\$21,588.00	\$121,588.00
Yavapai	\$100,000.00	143,337	3	\$0.50	\$71,668.50	\$171,668.50
Yuma	\$100,000.00	90,694	2	\$0.60	\$54,416.40	\$154,416.40
Totals	\$1,500,000.00	3,774,016			\$926,226.30	\$2,426,226.30

	Active Voters	Per Voter**
Tier 1	1 - 50,000	0.75
Tier 2	50,001 - 100,000	0.6
Tier 3	100,001 - 500,000	0.5
Tier 4	500,001 - 1,000,000	0.27
Tier 5	1,000,001+	0.11