

2020 HELP AMERICA VOTE ACT (HAVA) CARES ACT SUB-GRANT TO TEXAS COUNTIES

Notice of Grant Award

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

Grantee:

Obligation Information

CFDA Number: 90.404

Grant Period: 3/28/2020 – 11/30/2020

Agreement No.:

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

	<u>Maximum Award</u>	<u>Requested Amount</u>
Federal Share		\$
Required Matching Funds		\$
Chapter 19 Matching Funds		\$
County Matching Funds		\$
Total Matching Funds (cannot be less than Required Matching Funds)		\$

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 101 of HAVA. Program income is defined as revenue received from a grant-supported activity during the grant period, such as fees from the use or rental of real or personal property acquired with grant funds.

Matching Funds

All Federal funds must be matched at 20%. The Secretary of State has determined that the county's fiscal year 2020 funds as defined in Chapter 19 of the Texas Election Code may be used to meet the cash match requirement. The county may also elect to use county funds to meet the match requirement.

Grant Administration

Award recipients and sub-recipients must adhere to all applicable federal and state requirements including Office of Management and Budget (OMB) guidance: [Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards \(2 C.F.R. § 200\)](#) and the [Texas Uniform Grant Management Standards \(UGMS\)](#) maintained by the Texas Comptroller of Public Accounts.

Reporting Requirements

1. The county must comply with all expenditure reporting requirements prescribed by the Secretary of State and other reports deemed necessary by the Secretary of State or the federal government.
2. The final expenditure report must be submitted to the Secretary of State no later than November 30, 2020. Any unexpended funds will revert back to the state.
3. Failure to comply with any and all reporting requirements may result in the Secretary of State withholding any funds distributed to the county, including, but not limited to, Chapter 19 funds, Primary Finance funds issued pursuant to Chapter 173, Texas Election Code, and any other HAVA funding awarded to the county.

Award Contingencies

This award is contingent upon the completion of the following activities:

1. Completion of the data entry fields in this agreement, including the electronic signature of the county judge.
2. A resolution from the county commissioners court acknowledging certain terms and conditions.
3. Implement or have implemented the Drug-Free Workplace Requirements of 2 C.F.R. § 182.200 and comply with subpart C of 2 C.F.R. Part 180- Debarment & Suspension & include in lower-tier covered transactions.

Acknowledgement

By signing this award agreement, the county agrees to comply with all terms and conditions in this Notice, including the attached HAVA Assurances.

Ruth R. Hughs
Texas Secretary of State

County Judge

Funding Purpose Areas

Describe how the county will use the funds outlined in this award to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycle.

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

Proposed Activities:

Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff

Proposed Activities:

Security and Training: Pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes

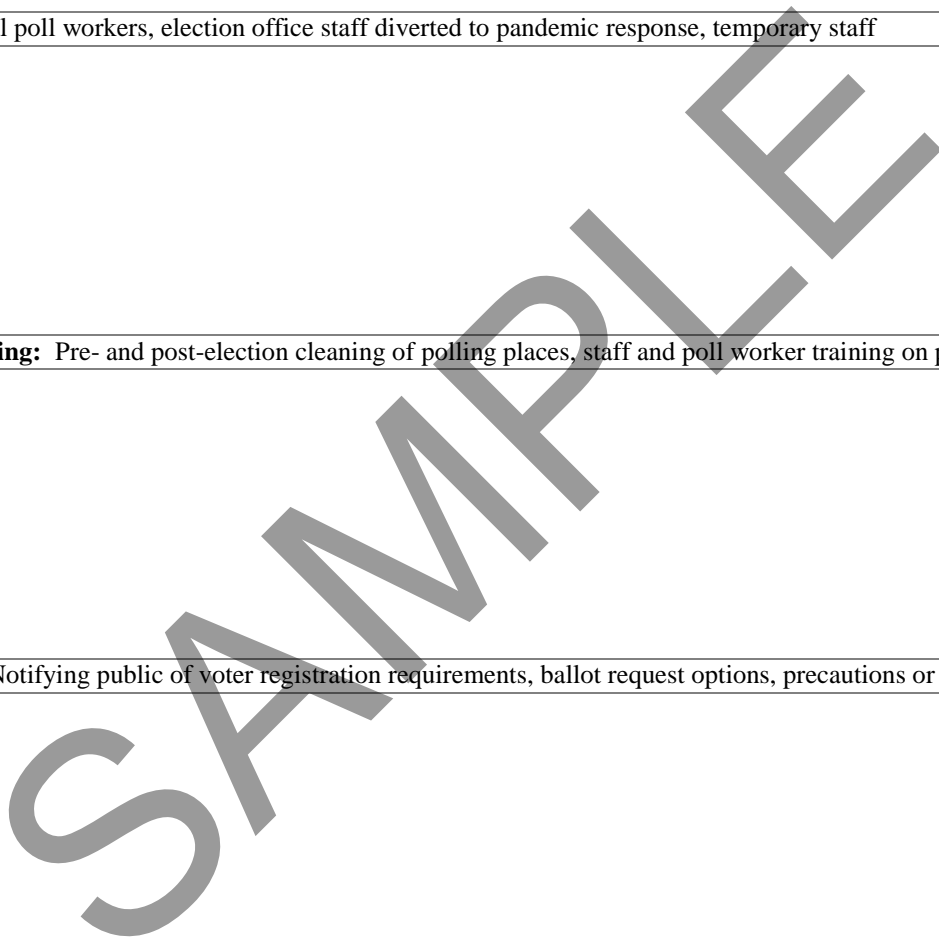
Proposed Activities:

Communication: Notifying public of voter registration requirements, ballot request options, precautions or voting procedures

Proposed Activities:

Supplies: Additional laptops, mobile IT equipment, cleaning supplies, personal protective equipment (PPE)

Proposed Activities:



SINGLE POINT OF CONTACT AND PAYMENT INFORMATION

Name _____

Title _____

Phone _____ Fax _____

Email _____

Address _____

Mail Code* _____

*Payments will be issued using the county vendor ID _____ and a designated mail code. Please provide the three-digit mail code in the space provided above. If you are unsure of what mail code to use, please contact your county treasurer/auditor.

SAMPLE