



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE

April 27, 2020

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

**RE: Pennsylvania HAVA Program Narrative and Budget Outline**

Dear Ms. Harrington:

In follow-up to my January 30, 2020 letter, I am providing Pennsylvania's Program Narrative and Budget Outline for use of the HAVA Funds under Notice of Grant Award #PA20101001.

If you have any questions, please contact Kimberly Mattis, Director of Finance and Operations, at (717) 772-5143 or [kmattis@pa.gov](mailto:kmattis@pa.gov).

Sincerely,

A handwritten signature in black ink that reads "Kathy Boockvar".

Kathy Boockvar  
Secretary of the Commonwealth

Enclosure

Cc. Peg Rosenberry, EAC Grants Consultant

Kinza Ghaznavi, EAC Grants Manager



## COMMONWEALTH OF PENNSYLVANIA - 2020 HAVA ELECTION SECURITY GRANT - PROGRAM NARRATIVE

### *Program Description*

The Commonwealth of Pennsylvania is very pleased to accept the funds authorized under the Consolidated Appropriations Act of 2020 (Public Law 116-93), to “make payments to states for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, and 104 of [HAVA].” Specifically, we intend to use these funds and our matching funds for Election Auditing, Voter Registration Systems and Management, Cyber Security, Training, Communication, and Improving the Administration of Elections for Pennsylvania voters.

Because these measures are important at both the state and the local levels, the Commonwealth of Pennsylvania will spend some of these funds directly for the entire state and will also distribute some portions of these funds as subgrants to the counties. The great majority of the funds will be spent, obligated, and/or distributed in 2020, to ensure that our statewide election security and administration of elections are as robust, comprehensive, and accessible to as many eligible voters as possible in time for the presidential election.

### *Background and Approach*

In April 2018, the PA Department of State (Department) directed all Pennsylvania counties to select new voting systems that meet current security standards, including affording a voter-verifiable paper ballot, by December 31, 2019, and to implement these new systems no later than the 2020 Primary Election. To assist counties in accomplishing this critical undertaking, we allocated to the counties the entirety of the funds Pennsylvania was granted in the Consolidated Appropriations Act, 2018 (Public Law 115-141). We are very pleased that all sixty-seven (67) counties have accomplished this goal, thereby strengthening security, resiliency, accessibility, and auditability for all Pennsylvania voters. Recognizing that election security and effective administration of elections requires investments on multiple fronts, for the 2020 funds,

we are investing in all of the other permissible categories for these grants, including Election Auditing, Voter Registration Systems and Management, Cyber Security, Training, Communication, and Improving and Expanding the Provision of Election Services to Voters.

We will be distributing \$7 million of Pennsylvania's Election Security grant as subgrants to the counties, divided proportionally based on numbers of registered voters in each county as of April 13, 2020. Counties will be required to submit documentation of their acceptance of the subgrants and proof of use for approved purposes, in order to receive their funds. While we expect most funds to be expended in 2020, we will require that all expenditures must be made by the counties no later than December 31, 2022. Consequently, we expect most of these funds to be expended over the next 12-24 months, though we may have a smaller portion of remaining funds distributed in the ensuing 12 months. The subgrant funds will be distributed as reimbursements to the counties for expenditures made for approved purposes, including:

- Increased personnel, equipment, and/or other approved expenditures related to expansion of the provision and administration of election services and opportunities granted to Pennsylvania voters under Act 77 of 2019 (Act 77), historic bipartisan legislation providing the most comprehensive improvements to Pennsylvania's elections in more than 80 years;
- Ransomware, DDOS Protections, and other cyber security measures;
- Increased security of voting systems and ballots; and/or
- Increased expenditures to expand vote by mail and other voter services.

The remaining \$8.1 million will be expended directly by the Commonwealth for statewide efforts, including:

- Post-Election Audit implementation;
- Election security and technology enhancements for the counties and the Commonwealth, for Voter Registration and other cyber systems;
- Expanded Training and support for election officials;
- Communications to voters and other voting information related to the changes in voting and elections that have been signed into law under Act 77 and related measures, including the ability for all voters to vote by mail; and

- Other technological enhancements to improve statewide election administration and security consistent with this Act.

### *Budget, Timeframes, and Progress Reporting*

Pennsylvania will use the funds provided under the Notice of Grant Award, Agreement #PA20101001, for activities consistent with the laws described in Section 906 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA. It is our intent to spend down Pennsylvania's \$15,103,663 grant award as the authorized expenditures are made and funds utilized. Pennsylvania will also contribute its twenty percent match of \$3,020,733 by FY 2021-2022, which will be utilized for upgrading our Voter Registration systems and management. In addition to submitting annual financial reports, the Department will submit annual program narrative reports. The program narrative reports will take the form of progress reports that track the Commonwealth's and counties' progress.

The Commonwealth expects to expend approximately \$11-\$12 million prior to the 2020 Election. At the state level, prior to the 2020 Election, we expect to spend about \$5.8 million on Post-Election Audits, Election Security and Technology enhancements for the counties and the Commonwealth, Expanded Training and support for election officials, and Communications to voters. We expect to invest about \$2.3 million in continuing annual costs for the counties for Election security measures and election audits, to be expended by December 31, 2022. The Commonwealth expects to distribute the great majority of the subgrants to the counties for expenditures relating to the 2020 Election.

### *Conclusion*

The Commonwealth of Pennsylvania is pleased to accept the funds authorized under the Consolidated Appropriations Act of 2020 (Public Law 116-93), to improve the administration of elections for Federal office, by expanding and improving measures related to Election Auditing, Voter Registration Systems and Management, Cyber Security, Training, Communication, and Improving the Administration of Elections for Pennsylvania voters.

## 2020 HAVA ELECTION SECURITY GRANT

**Budget Information** CFDA # 90.404 **Non-Construction Program**

**Name of Organization:** Pennsylvania Department of State

**Budget Period Start:** 12/21/2019 **SECTION A - BUDGET SUMMARY** *(Consolidated Budget for total project term-- up to 5 years as defined by grantee)*

**Budget Period End:** 12/20/2024 **FEDERAL & NON-FEDERAL FUNDS (Match)**

BUDGET CATEGORIES	PROGRAM CATEGORIES							TOTALS	% Fed Total
	(a) Voting Equipment	(b) Election Auditing	(c) Voter Registration Systems	(d) Cyber Security	(e) Communications	(f) Other County Block Grants	(g) Other Election Administration Improvements		
1. PERSONNEL (including fringe)								\$ -	0%
2. EQUIPMENT				\$ 3,815,776.00				\$ 3,815,776.00	25%
3. SUBGRANTS- to local voting jurisdictions						\$ 7,000,000.00		\$ 7,000,000.00	46%
4. TRAINING		\$ 200,000.00					\$ 400,000.00	\$ 600,000.00	4%
5. All OTHER COSTS		\$ 200,000.00			\$ 1,500,000.00		\$ 1,987,887.00	\$ 3,687,887.00	24%
6. TOTAL DIRECT COSTS (1-6)	\$ -	\$ 400,000.00	\$ -	\$ 3,815,776.00	\$ 1,500,000.00	\$ 7,000,000.00	\$ 2,387,887.00	\$ 15,103,663.00	
7. INDIRECT COSTS (if applied)								\$ -	0%
<b>8. Total Federal Budget</b>	\$ -	\$ 400,000.00	\$ -	\$ 3,815,776.00	\$ 1,500,000.00	\$ 7,000,000.00	\$ 2,387,887.00	\$ 15,103,663.00	
<b>11. Non-Federal Match</b>			\$ 3,020,733.00					\$ 3,020,733.00	
<b>12. Total Program Budget</b>	\$ -	\$ 400,000.00	\$ 3,020,733.00	\$ 3,815,776.00	\$ 1,500,000.00	\$ 7,000,000.00	\$ 2,387,887.00	\$ 18,124,396.00	
<b>13. Percentage By Category</b>	0%	3%	0%	25%	10%	46%	16%		

**Proposed State Match** 20.0%

A. Do you have an Indirect Cost Rate Agreement approved by the Federal government or some other non-federal entity? No

If yes, please provide the following information:

B. Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy-mm/dd/yyyy):

C. Approving Federal agency:

D. If other than Federal agency, please specify:

E. The Indirect Cost Rate is: