



County of San Mateo

Inter-Departmental Correspondence

Department: ASSESSOR-COUNTY CLERK-
RECORDER-ELECTIONS

File #: 20-648

Board Meeting Date: 9/15/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Mark Church, Chief Elections Officer & Assessor-County Clerk-Recorder
Subject: Help America Vote Act COVID Grant

RECOMMENDATION:

Adopt a resolution authorizing the Chief Elections Officer, or designee, to enter into an agreement for and receive, on behalf of the County, Help America Vote Act (HAVA) funds provided by the United States Election Assistance Commission (EAC) to prevent, prepare for, and respond to COVID-19 for the 2020 Federal election cycle, in an amount not to exceed \$1,233,063.

BACKGROUND:

The potential impacts of the COVID-19 pandemic on the County's ability to conduct the upcoming Presidential Election cannot be overstated. Thus, the California Secretary of State has made available HAVA grant funds to reimburse the County in preventing, preparing for, and responding to the COVID-19 pandemic for the 2020 Federal election cycle ("Grant Funds").

The Grant Funds can be used for election-related costs incurred after March 28, 2020 as a result of COVID-19. Allowable costs are those that are in addition to normal election costs and do not supplant funds already allocated under State or local budget authority to cover the costs. Such costs include, without limitation, increased vote-by-mail, expanded early voting, improving the safety of voting in-person, outreach and communication, and staff and election worker salaries and benefits.

A copy of the agreement, which uses the State of California - Department of General Services Standard Agreement form, is attached as Exhibit "A" to this memorandum and incorporated by this reference.

As set forth in the agreement, the Grant Funds shall not exceed \$1,233,063. From that total amount, \$990,688 can be used to conduct the November 2020 election, which can include increased costs related to all aspects of voting by mail, equipment needs for processing increased vote-by-mail ballots and meeting the in-person voting requirements, permanent and temporary staffing, additional security, specialized training of staff and election workers, cleaning and disinfection, personal protective equipment, and polling locations and election facilities. The remaining amount of \$242,375

can be used for outreach and communication.

DISCUSSION:

County Counsel has reviewed and approved the resolution as to form.

FISCAL IMPACT:

There is no Net County Cost associated with accepting the federal reimbursement funds.