FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)
ELECTION ASSISTANCE COMMISSION	**NV20101001**

3. Recipient Organization (Name and complete address including Zip code)

Secretary Of State, Nevada Office Of The

101 N Carson St # 3, CARSON CITY, NV 897013714

4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type	7. Basis of Accounting
			☐ Quarterly ☐ Semi-Annual ☒ Annual ☐ Final	☒ Cash ☐ Accural

8. Project/Grant Period (Month, Day, Year)		9. Reporting Period End Date (Month, Day, Year)
From: **March 28, 2018**	To: **September 30, 2099**	**September 30, 2020**

10. Transactions	Cumulative
(Use lines a-c for single or combined multiple grant reporting)	
Federal Cash (To report multiple grants separately, also use FFR Attachment):	
a. Cash Receipts	$9,083,287.00
b. Cash Disbursements	$1,658,454.36
c. Cash on Hand (line a minus b)	$7,424,832.64
(Use lines d-o for single grant reporting)	
Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	$9,083,287.00
e. Federal share of expenditures	$1,658,454.36
f. Federal share of unliquidated obligations	$40,203.31
g. Total Federal share (sum of lines e and f)	$1,698,657.67
h. Unobligated balance of Federal funds (line d minus g)	$7,384,629.33
Recipient Share:	
i. Total recipient share required	$1,174,999.00
j. Recipient share of expenditures	$973,886.00
k. Remaining recipient share to be provided (line i minus j)	$201,113.00
Program Income:	
l. Total Federal share of program income earned	$147,937.50
m. Program income expended in accordance with the deduction alternative	$0.00
n. Program income expended in accordance with the addition alternative	$0.01
o. Unexpended program income (line l minus line m and line n)	$147,937.49

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
			g. Totals:			$0.00	$0.00	$0.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

Current Year State Interest Earned: $0

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official	c. Telephone (Area code, number, and extension)
Griffitts, Ashley **Management Analyst I**	d. Email Address
b. Signature of Authorized Certifying Official	e. Date Report Submitted (Month, Day, Year)
Griffitts, Ashley	**December 29, 2020**

Standard Form 425
OMB Approval Number: 4040-0014
Expiration Date: 02/28/2022

FEDERAL FINANCIAL REPORT

Federal Agency & Organization	:	ELECTION ASSISTANCE COMMISSION
Federal Grant ID	:	NV20101001
Recipient Organization	:	Secretary Of State, Nevada Office Of The
		101 N Carson St # 3, CARSON CITY, NV 897013714:
DUNS Number		
DUNS Status when Certified	:	
EIN	:	
Reporting Period End Date	:	September 30, 2020
Status	:	
Remarks	:	

Federal Agency Review

Reviewer Name	:	
Phone #	:	
Email	:	
Review Date	:	
Review Comments	:	

EAC Progress Report

Response ID:31 Data

1. Login

Please enter your userword and password to begin the Progress Narrative. If you require assistance or have any questions, please contact grants@eac.gov

2. Verification

3. EAC Progress Report

1. State or Territory:

Nevada

2. Grant Number:

3. Report:

Annual (Oct 1 - Sept 30)

4. Grant:
Please select only one.

Election Security

5. Reporting Period Start Date

10/01/2019

6. Reporting Period End Date

09/30/2020

7. DUNS/UEI:

8. EIN:

9. Recipient Organization:

Organization Name

Office Of The Secretary Of State

Street Address

101 North Carson Street, Suite 3

City

Carson City

State

NV

Zip

89701

4. Progress and Narrative

10. Describe in detail what happened during this reporting period and explain how you implemented the approved grant activities.

Due to the COVID-related complexities of the 2020 elections cycle, and the fact that Nevada's largest HAVA project will mostly be carried out in the next three years, not much of the HAVA grant was used during the reporting period. A few approved activities were carried out in several grant categories, the details of which are as follows.

Election Auditing
HAVA funds were used for travel and training expenses to allow the HAVA Administrator and Program Officer II to conduct several county audits. These audits allow for developing more uniform election and voter registration policies and procedures among the 17 jurisdictions.

In addition, auditing the voter registration list to prevent and discover cases of potential double voting is one of Nevada's highest priorities. Being a member of the Electronic Registration Information Center (ERIC) is extremely helpful in this endeavor and such membership fees are budgeted from this grant category.

Voter Registration Systems
This category was mostly utilized for staff and contractor salary, all of which supported multiple projects and election-cycle efforts.

Cyber Security
To increase the security of elections in Nevada, specifically with the voter registration databases, we began a statewide multifactor authentication (MFA) project. This project is comprised of two phases:

Phase 1 was completed during this reporting period using HAVA security funds. Some of the costs associated with this project include election official training, and MFA hardware and licensing fees. Specific elements of this project are further detailed in later questions.

Phase 2 will focus on adding MFA to the Secretary of State database, including our voter registration portal called HAVA Services, which provides access to list maintenance reports for the county clerks.

We also began the process of moving county voter registration systems to isolated and dedicated hardware. This separate hardware will greatly reduce the amount of access points to county data and greatly increase the overall security of county registration information.

Other
A nominal portion of funds was used to support the four full-time HAVA team-members and the three contractor positions with upgraded work items such as laptops.

Other: Improve Administration of Federal Elections
A nominal portion of funds was used for technical development and training for several employees during the reporting period.

11. Provide a timeline and description of project activities funded to meet HAVA requirements. Provide an analysis of how such activities conform to the submitted State Plan or Program Narrative as applicable.

Voter Registration Systems
The entirety of the 2020 HAVA grant ($4,805,564) will be used to research, develop, and implement a top-down voter registration system. Nevada currently uses a bottom-up voter registration model where local election officials manage and maintain a county voter registration system that feeds batch data into the statewide system to comply with federal requirements. This conversion will greatly reduce security vulnerabilities of the current model. Converting to a top-down system will be a multi-phase endeavor; discovery, solution development and implementation. We anticipate being done with the conversion by the 2024 election cycle.

Cyber-Security
Current projects include implementing multifactor authentication (MFA) at all access point levels to the voter registration databases and moving all 17 county registration databases to isolated and dedicated hardware (though the isolation project is just getting under way). Both these projects will greatly increase the security of the voter registration databases and election integrity in Nevada. The MFA project is two phases and phase 1 was completed during this reporting period; phase 2 is in progress.

Being that October is National Cyber Security Awareness Month, we wanted to utilize this time to increase state and county election officials' awareness of cyber security threats leading into the general election. A nominal amount of money was used to prepare weekly training exercises that were conducted throughout October 2020.

12. Describe any significant changes to your program during the course of the project, or if the project was implemented differently than described in your original State Plan or Program Narrative.

Otherwise enter - no significant changes during this period.

No changes have been made from the combined 2018/2020 narrative.

13. Describe any favorable developments which enabled meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Otherwise enter N/A.

Originally, we anticipated completing phase 1 of the MFA project sooner, but the difficulties of COVID-19 pushed the project back some. But, despite the change in election styles between the primary and the general elections, which forced counties to add temporary staff or change their plan for administrating the elections, we were able to work with HID Global (the MFA licensing vendor) to fully deploy multifactor authentication to all counties' election departments before the general election.

The upside of the pandemic was that we switched many of our trainings and annual workshops to virtual meetings which allowed us to save money in those areas.

14. Report on the number and type of articles of voting equipment obtained with the funds. Include the amount expended on the expenditure table.

Otherwise enter - No articles of voting equipment purchased during this period.

No articles of voting equipment purchased during this period.

15. Provide a description of any security training conducted and the number of participants.

Otherwise enter - no security training conducted during this period.

In October of 2019 several elections staff were able to attend the DHS Tabletop Exercise on cyber security, which helped in developing some of our own security plans.

In addition, the Election Security Team (comprised of the Statewide Voter Registration Systems Lead and three contractors) visited each county to train them on MFA and what this security project would entail. This was a working/training session and included each county's technical staff (3-5 people per county). These training sessions began in January 2020 as in-person visits, but after the shutdown these sessions transitioned to virtual meetings, allowing us to save money on travel expenses.

The Election Security Team and the HID Global Deployment Team conducted additional training meetings that covered the installation of MFA, enrollment, and usage of the tools. The HID Global team aided county IT staff in software installation as well.

At the beginning of 2020 we also began having a semi-annual elections-technology conference with key county elections officials and voter registration software vendors. This conference (NETAC – Nevada Elections Technology & Advisory Committee) focusses on policy, procedural and technological decisions to bring all 17 counties into a more uniform elections process. Each of these sessions had discussions about election security and the use of MFA. Around 25 people attended between the counties and SOS staff.

16. Subgrants (if applicable):

Describe how you made funds available to local jurisdictions.

Provide a description of the major categories of subgrant activities local voting districts will accomplish with the funds.

Otherwise enter N/A.

The only subgrant to a local jurisdiction was for Clark County (which holds 71% of the state's active registered voters) to obtain an updated server. The old server was outdated and as such presented potential security risks. This upgrade was a lead-in to the isolated and dedicated project mentioned previously in Question 1.

To bear the burden of cost for the counties, the SOS made funds indirectly available to local jurisdictions by purchasing all hardware and licenses necessary for the MFA project. Each county provided a list of all employees who require access to their voter registration database, that list was vetted by the SOS Elections Security Team and then the appropriate amount of hardware was ordered for each county from HID Global. An exhaustive inventory list was created and maintained for all these purchases, allowing for future audits down to the county-employee level.

Major Categories: The MFA project explicitly provides security functions at the county level to ensure the protection of the statewide voter registration list, which is compiled nightly at the state level by data received from the counties. Deployment of MFA at the county level gives the state the assurance that only county workers who are vetted and given relevant permissions have the ability to work within the county voter registration system.

17. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

Nevada's total required state match is $1,174,999.00. Of that, only $961,113 remains. A portion of this match ($213,886.00) was previously met in 2018 with a cash contribution from the State's general fund with the purchase of additional voting equipment equivalent to the required match amount (details previously reported in the 2018 Grant Report Narrative). To meet the remainder of the match the Secretary of State has allocated State funds in the amount of $961,113 to be distributed among all 17 counties to assist with paying for annual voting system license and support fees. The full match requirement will be met by June 2021.

18. Issues Encountered:

Describe all major issues that arose during the implementation of the project and the reasons why established goals were not met, if appropriate. Address each issue separately in its own section, and describe whether and how the issues were resolved. Also, briefly discuss the implications of any unresolved issues or concerns.

Otherwise enter - no issues encountered.

The only real issues that arose were all directly caused by the COVID-19 pandemic.

The first issue was state budget cuts. Due to these cuts we had to begin funding two additional election staff salaries with HAVA grant funds. While not the most difficult problem to solve, it did require some rearranging of planned funds.

Another issue was the election style changes made because of COVID-19. The primary election was an all-mail election which required staffing changes at the county level. This increased the amount of team members that needed access to the county voter registration system, and thus we had to increase the number of hardware and licenses for some of the counties. Again, not difficult to solve but it did slightly increase the cost of the MFA project.

In addition, the COVID-19 pandemic made deployment of the MFA software and hardware quite difficult as most county and state staff were working from home. The need for VPN access required some rethinking of policy in regard to MFA, but had no impact on the financial aspect of the project.

19. Upcoming Activities:

Provide a timeline and description of upcoming activities.

As previously mentioned, the October Cyber Security trainings, the MFA project, the isolated and dedicated project and converting to a top-down system and will all continue on into the next reporting period.

The weekly training exercises that were conducted throughout October 2020 (beyond the reporting period) for National Cyber Security Awareness Month focused on common cyber threats, security issues specific to election officials, and provided an interactive way to instill a deeper culture of vigilance against cyber-attacks among Nevada election officials.

Phase II of the MFA project is in progress and should be completed in 2021, implementing multifactor authentication for the state-level voter registration database. Only a small portion of the isolated and dedicated project was worked on in this reporting period so most of this will be completed in 2021. This will require helping the counties obtain new hardware that will be solely for elections and voter registration activities.

The top-down voter registration system conversion will be an ongoing project through 2024 or even 2025. As of now the timeline is as follows:

Phase 1 – Discovery Phase (through September 2021). This phase includes identifying all business needs, developing the scope and high-level requirements of the project, providing an analysis of alternative solutions for the new system and deciding on the best method to achieve the goals of all stake-holders.

Phase 2 and 3 – Solution Development and Implementation (through 2024 or 2025). These two phases are intermixed, and the goal is to implement a solution prior to the 2024 elections, preferably in the spring or summer of 2023. If that is not achievable, implementation would likely be rescheduled prior to the 2026 elections, as to not interfere with the 2024 election cycle. The development time and implementation process will depend on the solution we choose to replace the bottom-up system with. Building a system in-house will obviously take more time and effort than purchasing an off-the-shelf product from an experienced vendor.

5. Expenditures

20. Current Period Amount Expended and Unliquidated Obligations

GRANT COST CATEGORIES

	Federal	Match
Voting Equipment:		$760,000.00
Post-Election Auditing:	$135,552.86	
Voter Registration Systems:	$661,156.27	
Cyber Security:	$232,575.66	
Communications:		
Total	$1,055,420.09	$760,000.00
Other: Improve Admin of Federal Elections	$1,903.00	
Other: HAVA Staff & Support	$24,232.30	

OMB CONTROL NUMBER: 3265-0020

6. Certification

Name and Contact of the authorized certifying official of the recipient.

First Name

Ashley

Last Name

Griffitts

Title

Management Analyst I

Phone Number

Email Address

Signature of Certifying Official:

Signature of: Ashley Griffitts

7. Report Submitted to EAC

Thank you, your progress report has been submitted to EAC. Please keep the PDF download of your submission as grant record.