



State of Vermont
of the Secretary of State
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Montpelier, VT 05633-1101

[phone] 802-828-2363
<https://sos.vermont.gov>

James C. Condos, Secretary of State Office
Christopher D. Winters, Deputy Secretary

April 14, 2020

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

Dear Ms. Harrington:

The purpose of this letter is to certify that the state of Vermont will use the funds provided under the Notice of Grant Award, Agreement #VT20101CARES, 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.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is 360745301 and the signed Certifications are enclosed.

We are requesting the full grant award of \$3,000,000 to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle. Vermont currently has a robust, no excuse 45-day period of early/absentee voting. Under this system, voters must request an absentee ballot before it will be sent to them. The request can be made at any time during the calendar year in which the election will take place, and a single request may be made for all elections. There are many ways (online, by mail, by phone, and in-person) that the request may be made. To address the effects of the coronavirus on the election we may be required to move to a "vote-by-mail" system, the distinction is that a ballot is proactively mailed to every registered voter, without requiring a request.

Whether we move to a "vote by mail" system or simply dramatically increase our push for people to request an early/absentee ballot, our planning for either will require, and include, a significant increase in printing and postage costs as well as a massive voter education campaign.

- For the statewide primary, we currently print ballots equal to 50-60% of the voter checklist.
- For the General Election, we are mandated by statute to print ballots for 100% of the voter checklist.
- Moving to vote by mail with a ballot sent to each registered voter, we would need to print an estimated 125-130% of the voter checklist for both the Primary and General election.
- A corresponding increase of preprinted envelopes for the outgoing mailing of ballots and another for the return.
- Our intent is to cover the increased cost of postage to the Towns, using the HAVA EAC Cares funding.
- Increased Poll Workers to deal with the significant increase of ballot returns.
- Infection Prevention Kits for towns.

- Voter Education on the changes due to COVID19 via mail, TV, radio PSAs, social media, and others.
- As we explore all options, there may be other associated costs that we cannot predict at this time.

If you have any questions about this request, please contact me at 802-828-3361, or jim.condos@vermont.gov.

Sincerely,

James C. Condos
Secretary of State

Enclosure

cc: Kinza Ghaznavi, Grants Manager

To: US Election Assistance Commission

Standard Certifications

Certification Regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Certification Regarding Trafficking in Persons

The undersigned certifies to his or her understanding that this grant is subject to the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) as follows:

- I. Provisions applicable to a recipient that is a private entity.
 - A. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not:
 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 2. Procure a commercial sex act during the period of time that the award is in effect; or
 3. Use forced labor in the performance of the award or subawards under the award.

- B. We as the federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity:
 - 1. Violates a prohibition in paragraph A of this award term; or
 - 2. Has an employee who violates a prohibition in paragraph A of this award term through conduct that is either:
 - a. Associated with performance under this award; or
 - b. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)".
- II. Provisions applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is not a private entity–
 - A. Is determined to have violated an applicable prohibition of paragraph I.A of this award term; or
 - B. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph I.A of this award term through conduct that is–
 - 1. Associated with performance under this award; or
 - 2. Imputed to you using the standards and due process for imputing conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB 12 Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 2200.
- III. Provisions applicable to any recipient.
 - A. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph I A of this award term.
 - B. Our right to terminate unilaterally that is described in paragraph (1) and (2) of this section:
 - 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - 2. Is in addition to all other remedies for noncompliance that are available to us under this award.
 - C. You must include the requirements of paragraph I A of this award term in any subaward you make to a private entity.

IV. Definitions. For purposes of this award term:

A. "Employee" means either:

1. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
2. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose service are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

B. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

C. "Private entity":

1. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR §175.25.
2. Includes:
 - a. A nonprofit organization, including any non-profit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR § 175.25(b).
 - b. A for-profit organization. d. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102

James C. Condos
Printed Name

Vermont Secretary of State
Organization

Signature

Secretary of State
Title

Date