

Attachment B

2020 HAVA CARES Act Grant Request Cover Page

Federal Award ID: WV20101CARES CFDA 90.404 **Budget Period:** 3/28/2020 – 12/31/2020

The County Commission of HANCOCK County, on the 14th day of July 2020, herein make application for a 2020 HAVA Act subgrant or reimbursement in the total amount of \$ 17,012.00, as reflected in the "request" in Attachment C.

With regard to required matching funds, the County Commission represents that it has the required percentage of matching funds as required by Code of State Rules §153-10; and that the County has the authority and ability to spend the requested funds through lawful purchasing procedures no later than one hundred twenty (120) days from receipt of the award.

We, the undersigned, hereby affirm and swear by our signatures below that the County Commission has met and passed a resolution authorizing the County to purchase or request reimbursement in the request form (Attachment C) to enter into this grant agreement.

Joe Bala
Commissioner

7-14-2020
Date

Paul R. Conner
Commissioner

7/14/2020
Date

[Signature]
Commissioner

7-14-2020
Date

*Commissioner

Date

*Commissioner

Date

*If applicable

The foregoing instrument was acknowledged before me on the following date:

[Signature]
Clerk of the County Commission

7.22.20
Date

Attachment C

County: HANCOCK

Date: 07/06/2020

2020 HAVA CARES ACT SUB-GRANT REQUEST

Requests for sub-grants for may be requested by submitting all the following documents to the Secretary of State's Office. Guidance on the 2020 HAVA CARES Act Sub-grant can be found in the Instructions and the Grant Notification. Any request that does not include all required documentation may be rejected and the additional requirements will be requested to be submitted for consideration:

All requests:

Itemized sub-grant request descriptions:

VENDOR & DESCRIPTION

1. ESS 2 Model DS200 Precinct Scanners	Cost: \$11,500.00
2. ESS 2 DS200 Tote Bins	Cost: 450.00
3. ESS 10 Standard 4GB Memory Devices	Cost: 1,050.00
4. ESS Equipment Installation	Cost: 230.00
5. ESS Shipping and Handling	Cost: 230.00
6. Casto&Harris Express Vote Privacy Shields	Cost: 3,552.00
7. _____	Cost: _____
8. _____	Cost: _____
9. _____	Cost: _____
10. _____	Cost: _____
Total	Cost \$ 17,012.00

Additional information required:

Recipient sub-grants (grant of funds to make purchase) must include attachments including:

1. Three vendor quotes or cost estimates for product or services

Reimbursements of qualified purchases that have been made must also include:

1. Proof of payment for all items
2. Invoice from the vendor or vendors, if applicable
3. Acceptance of Delivery documentation for purchased items or services
4. List of equipment identification or serial numbers

CERTIFICATION REGARDING LOBBYING

Certification 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.

Statement for Loan Guarantees and Loan Insurance

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

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
HANCOCK COUNTY COMMISSION	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: MR.	* First Name: JOE Middle Name:
* Last Name: BARNABEI	Suffix:
* Title: PRESIDENT	
* SIGNATURE: Joe Barnabei	* DATE: 7-14-2020



HANCOCK COUNTY COMMISSION

JOE BARNABEI PRESIDENT
PAUL R. COWEY III COMMISSIONER
JEFF DAVIS COMMISSIONER

WEST VIRGINIA SECRETARY OF STATE

2020 HAVA SUBGRANT

Hancock County would like to thank you for the opportunity to apply for the 2020 HAVA Subgrant. The funds will be used to provide two additional machines to use as election day spares, additional devices for machine set-up, and privacy shields for the voting machines in all precincts.

Included in this application are:

Attachment B - 2020 HAVA CARES Act Grant Request Cover Page

Attachment C - 2020 HAVA CARES ACT SUB-GRANT REQUEST

Certification Regarding Lobbying

RESOLUTION from the County Commission meeting of July 9, 2020

Statement of Funding Sources

County Budget as Statement of Indebtedness

ESS quote for equipment

Email from Casto-Harris on cost of privacy shields



HANCOCK COUNTY COMMISSION

JOE BARNABEI PRESIDENT
PAUL R. COWEY III COMMISSIONER
JEFF DAVIS COMMISSIONER

RESOLUTION

The County Commission of Hancock County met on July 9, 2020, with a quorum present and passed the following resolution.

Be it resolved that the County Commission hereby authorizes Joe Barnabei Commission President of the Hancock County Commission, to act on its behalf to enter into a contractual agreement with the West Virginia Secretary of State to receive and administer funds pursuant to provisions of the Help America Vote Act of 2002 (HAVA).

Joe Barnabei, President

Jeff Davis, Commissioner

Paul R. Cowey III, Commissioner

George Foley, County Clerk
Valerie Orway, Chief Deputy



HANCOCK COUNTY COMMISSION

JOE BARNABEI PRESIDENT
PAUL R. COWEY III COMMISSIONER
JEFF DAVIS COMMISSIONER

July 14, 2020

WEST VIRGINIA SECRETARY OF STATE 2020 HAVA SUBGRANT INFORMATION

Dear Sirs:

Hancock County is applying for the HAVA Cares Act Subgrant and will be using existing county funds. No loan will be sought to provide the county matching share of the grant. Attached as Item 5 is a copy of the 2020-2021 Budget for Hancock County that shows an existing balance of funds.

Sincerely,

Karen M. LaScola
Administrative Assistant - Finance

Item 5

HANCOCK COUNTY COMMISSION
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS
 General County Fund
 AS OF 07/2020

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR 401 COUNTY COMMISSION	465981.00	13768.13	13768.13	2017.74	450195.13	3.38
TOTALS FOR 402 COUNTY CLERK	458821.00	18318.05	18318.05	977.47	439525.48	4.20
TOTALS FOR 403 CIRCUIT CLERK	302991.00	11532.95	11532.95	38558.08	252899.97	16.53
TOTALS FOR 404 SHERIFF TREASURER	314137.00	13164.21	13164.21		300972.79	4.19
TOTALS FOR 405 PROSECUTING ATTORNEY	529869.00	21730.48	21730.48	388.19	507750.33	4.17
TOTALS FOR 406 ASSESSORS	497632.00	20929.75	20929.75	3900.00	472802.25	4.98
TOTALS FOR 407 ASSESS VALUATION FUND		4698.93	4698.93		-4698.93	
TOTALS FOR 408 STATEWIDE COMPTR NET	38035.00				38035.00	
TOTALS FOR 412 EXTENSION AGENT	108149.00	1758.56	1758.56	13433.00	92957.44	14.04
TOTALS FOR 413 ELECTIONS-COUNTY CLK	157260.00	4018.74	4018.74	300.00	152941.26	2.74
TOTALS FOR 415 MAGISTRATE COURT	45000.00			10791.24	34208.76	23.98
TOTALS FOR 424 COURTHOUSE	1050430.00	16598.34	16598.34	100891.35	932940.31	11.18
TOTALS FOR 428 IT DEPARTMENT	124623.00	4028.88	4028.88		120594.12	3.23
TOTALS FOR 429 BHI REGIONAL SERVICES	29300.00				29300.00	
TOTALS FOR 431 ECONOMIC DEVELOPMENT	39675.00				39675.00	
TOTALS FOR 436 ABANDONED PROP REHAB	60000.00				60000.00	
TOTALS FOR 700 SHERIFF/LAW ENFORCMNT	2383871.00	104446.05	104446.05		2279424.95	4.38
TOTALS FOR 701 PROCESS SERVER	3000.00				3000.00	
TOTALS FOR 704 REGIONAL JAIL	620000.00				620000.00	
TOTALS FOR 705 HOME CONFINEMENT	132340.00				132340.00	
TOTALS FOR 708 PRO ELEMENTARY	343212.00	16611.60	16611.60		326600.40	4.84
TOTALS FOR 709 JUVENILE MEDIATION		4835.05	4835.05		-4835.05	
TOTALS FOR 711 EMERGENCY SERVICES	349639.00	6153.72	6153.72	1398.00	342087.28	2.15
TOTALS FOR 712 COMMUNICATIONS		33396.44	33396.44		-33396.44	
TOTALS FOR 713 FIRE DEPARTMENT	318000.00	29015.30	29015.30	2170.94	286813.76	9.80
TOTALS FOR 716 DOG WARDEN/ANIMAL SHL	437488.00	12565.04	12565.04	3799.87	421123.09	3.74
TOTALS FOR 721 DRUG TASK FORCE GRANT	72785.00	3784.80	3784.80		69000.20	5.19
TOTALS FOR 722 SCHOOL RESOURCE OFF.	139879.00	6432.85	6432.85		133446.15	4.59
TOTALS FOR 728 VICTIM ASST JAG GRANT	150000.00	12152.69	12152.69		137847.31	8.10
TOTALS FOR 730 COURTHOUSE SECURITY	199553.00	9999.03	9999.03		189553.97	5.01
TOTALS FOR 800 LOCAL HEALTH	10000.00				10000.00	
TOTALS FOR 801 MENTAL HEALTH	35500.00				35500.00	
TOTALS FOR 806 SEWER PSD	24600.00	83.55	83.55		24516.45	.33
TOTALS FOR 808 SOLID WASTE AUTHORITY	16000.00				16000.00	
TOTALS FOR 900 PARKS & RECREATION	131000.00			800.00	130200.00	.61
TOTALS FOR 911 CONV VISITORS BUREAU	87500.00				87500.00	
TOTALS FOR 952 SENIOR CITIZENS	51500.00	285.26	285.26		51214.74	.55
TOTALS FOR 959 CEMETERIES	36000.00	1500.00	1500.00	19500.00	15000.00	58.33
TOTALS FOR General County Fund	9763770.00	371808.40	371808.40	198925.88	9193035.72	5.84

REPORT DATE 07/21/2020
 SYSTEM DATE 07/21/2020
 FILES ID B

HANCOCK COUNTY COMMISSION
 STATEMENT OF ACTUAL AND ESTIMATED REVENUES
 General County Fund
 AS OF 07/2020

PAGE 1
 TIME 13:56:48
 USER KML

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
TOTALS FOR 299 UNENCUMBERED BALANCE		900000.00			900000.00	
TOTALS FOR 301 PROPERTY TAXES		5316170.00			5316170.00	
TOTALS FOR 302 TAX PEN. & INT.		185000.00			185000.00	
TOTALS FOR 303 DOG TAX		450.00	27.50	27.50	422.50	6.11
TOTALS FOR 304 PROPERTY TRANSFER TAX		85000.00	8992.50	8992.50	76007.50	10.57
TOTALS FOR 306 GAS&OIL SEVERANCE TAX		25000.00			25000.00	
TOTALS FOR 307 HORSE/DOG RACING TAX		2500.00			2500.00	
TOTALS FOR 308 WINE & LIQUOR TAX		3000.00			3000.00	
TOTALS FOR 309 HOTEL OCCUPANCY TAX		175000.00			175000.00	
TOTALS FOR 313 COALBED METHANE		5500.00			5500.00	
TOTALS FOR 318 BUILDING PERMITS		100.00	21.00	21.00	79.00	21.00
TOTALS FOR 322 FEDERAL GOVT GRANTS		232000.00			232000.00	
TOTALS FOR 327 CHARGES FOR SERVICES		328900.00			328900.00	
TOTALS FOR 329 SHRF SERV OF PROCESS		3000.00	416.00	416.00	2584.00	13.86
TOTALS FOR 330 SHERIFF'S EARNINGS		10000.00	290.00	290.00	9710.00	2.90
TOTALS FOR 331 COUNTY CLK'S EARNINGS		50000.00	8906.47	8906.47	41093.53	17.81
TOTALS FOR 332 CIRCUIT CLK EARNINGS		20000.00	1118.00	1118.00	18882.00	5.59
TOTALS FOR 333 PROS. ATTY'S EARNINGS		500.00	120.00	120.00	380.00	24.00
TOTALS FOR 334 ACCIDENT REPORTS		1250.00	60.00	60.00	1190.00	4.80
TOTALS FOR 335 MOTOR VEH LICENSE FEE		2000.00			2000.00	
TOTALS FOR 340 RENTS & CONCESSIONS		68685.00			68685.00	
TOTALS FOR 343 CEMETERY REVENUES		5000.00			5000.00	
TOTALS FOR 350 IRP(INTL REGIS. PLAN)		7000.00			7000.00	
TOTALS FOR 361 FINES,FEES & CT COSTS		4000.00	330.00	330.00	3670.00	8.25
TOTALS FOR 362 REG JAIL PART REIMB		25000.00			25000.00	
TOTALS FOR 365 INTEREST EARNED		1000.00			1000.00	
TOTALS FOR 366 MISCELLANEOUS REVENUE		50.00			50.00	
TOTALS FOR 367 SHERIFF'S COMMISSION		12000.00			12000.00	
TOTALS FOR 370 TABLE GAMING		150000.00			150000.00	
TOTALS FOR 373 WV VIDEO LOTTERY		920000.00			920000.00	
TOTALS FOR 380 CONT/TRANSF OTHER ENT		212000.00			212000.00	
TOTALS FOR 382 REFUNDS/REIMB-EXTERNAL		15000.00			15000.00	
TOTALS FOR 388 TRANSFER OTHER FUNDS		40000.00			40000.00	
TOTALS FOR 394 GENERAL SCHOOL REIMB		80000.00			80000.00	
TOTALS FOR 395 MAGISTRATE CT REIMB		6000.00			6000.00	
TOTALS FOR 398 JUVEN.TRANSPORT REIMB		872665.00			872665.00	
TOTALS FOR General County Fund		9763770.00	20281.47	20281.47	9743488.53	.20



Maintaining voter confidence. Enhancing the voter experience.

Purchase Proposal Quote Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Price
Tabulation Hardware		
	Model DS200 Predict Scanner:	
2	Model DS200 (Includes Scanner, Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll and One (1) Standard 4GB Memory Device)	\$11,500.00
2	DS200 Tote Bin	\$450.00
10	Standard 4GB Memory Device (Additional)	\$1,050.00
Election Services		
X	Equipment Installation	\$230.00
X	1 Year Hardware and Software Warranty	Included
Shipping & Other		
X	Shipping and Handling	\$230.00
Total Purchase Solution		\$13,460.00

Footnotes:

1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for 60 days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.

Barb Ross

From: elections <elections@casto-harris.com>
Sent: Friday, June 26, 2020 12:08 PM
To: 'Barb Ross'
Subject: [EXTERNAL] RE: Privacy Sides for Express Vote Machines (Hancock)
Attachments: ExpressVote Canopy shield.pdf; ExpressVote privacy shields Inclusion Solutions (2).jpg; ExpressVote privacy shields Inclusion Solutions (1).jpg; ExpressVote privacy shields 6pack (2).JPG; ExpressVote privacy shields 6pack (1).JPG

Morning Barb,

Please see attached. The cost for the "Inclusion Solutions" one would be a little less than what's on the flyer PDF b/c they give us a price break, but those aren't cheap...around \$48 each. It is plastic and sets up top of an ExpressVote like a hat.

Another option is the "I VOTED" shields. Those come in packs of 6 (\$120). It's a cardboard standup that sets behind the ExpressVote. These pictures weren't taken from the best angle since they're setting on the floor...someone can't see over top of the shield unless they're about 7 ft tall or more.

I'll call you later to follow up. 😊

Richard Lockhart
Casto & Harris



304.927.2222 (o)
304.927.2236 (f)
304.991.7265 (c)

From: Barb Ross <bross@hanwv.org>
Sent: Thursday, June 25, 2020 1:40 PM
To: richard@casto-harris.com
Subject: Privacy Sides for Express Vote Machines

Richard,

Does anyone make a side shield for the Express Votes. Several of our polling places had a hard time making sure of voter privacy.
Would love a quote.

Thanks for all your help.

Barb Ross

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