

Election Assistance Commission Progress Report

Updated 12/21/2021

Section I: Cover Page

Grant Information

1. State or Territory		2. Federal Grant or Other Identifying Number Assigned by Federal Agency	
3. Grant Type	<input type="radio"/> 101	<input type="radio"/> 251	<input type="radio"/> Election Security
	<input type="radio"/> Other [e.g. CARES]:		

Report Information

4. Report Type	<input type="radio"/> Semi-Annual	<input type="radio"/> Annual	<input type="radio"/> Final
	<input type="radio"/> Other:		
5. Report Period			
Start Date (Month, Day, Year)		End Date (Month, Day, Year)	

Section II: Progress and Narrative

Instructions: Reports due for the period ending March 31 should describe the activities of the previous six-month period and reports due for the period ending September 30 should cover the previous 12-month period. Final reports should cover the entire performance period from the start of the grant.

Additional guidance can be found on our website: <https://www.eac.gov/payments-and-grants/financial-progress-reporting>

EAC grants reports will be made publicly available. Therefore, your report narrative should:

- Be written in clear, concise, and plain language
- Not include sensitive confidential information

6. Describe in detail what happened during this reporting period and explain how you implemented the approved grant activities in accordance with your State Plan/Program Narrative. (Note: Your activities should align with your category expenditures in Section IV and you may use those categories as headings in your response as applicable.)
<input type="checkbox"/> Check if no activity during this reporting period.

7. Provide a description of any training conducted, including security training.

Check if no training was conducted during this reporting period.

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

Check if no voting equipment purchased during this reporting period.

9. Subgrants (if applicable)

Check if no subgrants were made during this reporting period.

Describe the activities carried out by your subgrantees during the reporting period.

10. Provide a breakdown of aggregate subaward expenditures across major categories. (Total subaward expenditures should be provided in the expenditure table in Section IV).

<i>Category</i>	<i>Federal Expenditures</i>
Voting Equipment	
Voting Processes	
Voter Registration Systems	
Election Auditing	
Cyber and Physical Security	
Voter Education	
Accessibility	
Other:	
Total	\$0.00

11. Match (if applicable)

Check if match not required.

Describe how you are meeting or have met the matching requirement.

Section III: Challenges and Changes

12. Issues Encountered
<input type="checkbox"/> Check if no major issues encountered during this reporting period.
Describe any issues that arose during the implementation of the project.
Describe how and whether the issues were resolved. Also, briefly discuss the implications of any unresolved issues or concerns.
13. Describe any significant changes to your program during the reporting period, including changes to your original State Plan/Program Narrative or favorable developments that improved program efficiency and/or service delivery.
<input type="checkbox"/> Check if no significant changes were made during this reporting period.

Section IV: Expenditures

14. Fill out the table below with both the Federal and State Match expenditures for the current reporting period. Include federal and state interest expenditures and write-in any cost areas that do not fit into the predefined categories. If applicable, the subgrants field should align with the total amount reported in your narrative section discussing subgrants. Calculate total expenditures for each column, including any write-in expenditures.
<i>Expenditures should be consistent with the activities described in your narrative and with the amounts in your financial reports. (EAC uses the difference between your current and previous period FFR to calculate current period expenditures).</i>

Categories	Federal	State Match
Voting Equipment		
Voting Processes		
Voter Registration Systems		
Election Auditing		
Cyber and Physical Security		
Voter Education		
Accessibility		
Other (write in):		
TOTAL	\$0.00	\$0.00

Section V: Final Assessment

The final progress report is your opportunity to share the significant successes of your project and present information about the results your project achieved. The report should cover the entire period of performance.

15. Self-Assessment – Assess whether the goals set out in your State plan/Narrative were met as intended during the grant program. Highlight any needs that were not met or ongoing/under resourced areas for future consideration.
16. Impact and Achievements - Describe how this grant program impacted elections in your state/territory. Highlight your accomplishments and successes.
17. Lessons Learned – Describe any lessons learned during the grant that may be replicated, expanded and/or help others.

Section VI: Certification

18. Name and Contact of the authorized certifying official.	
First and Last Name	Title
Phone Number	Email Address
19. Signature of Certifying Official	

SUBMIT

CLEAR FORM