



Iowa Secretary of State Vote Safe Iowa Initiative Grant Agreement



County Name: Woodbury

Contract Number: 397-11320-HAVACARES

Grant Award Amount: \$37,000.00

CFDA No.: 90.404

County DUNS Number: _____

1. **Parties:** This agreement is between Woodbury County, Iowa (hereinafter referred to as the County) and the Iowa Secretary of State.
2. **Purpose:** Pursuant to the CARES Act and the Help America Vote Act, the Iowa Secretary of State's Office has received funding via the Election Assistance Commission (hereinafter referred to as the "EAC") "to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle." The County has applied for and been awarded grant funds, not to exceed the amount set forth above, for the purpose of preventing, preparing for, and responding to coronavirus for the November 3, 2020 General Election.
3. **Grant Period:** The performance period for the grant-funded activities begins upon execution of this agreement by both parties. The County shall remit all unexpended funds by **November 30, 2020**.
4. **Project Activity and Reimbursement of Costs:** All expenditures must meet the guidelines laid out in the "Application Guidelines" document. The County may reimburse themselves for expenditures outlined in the "Application Guidelines" that occurred on or after January 20, 2020.
5. **Records:** The County shall maintain a proper accounting system in accordance with generally accepted accounting standards, including books, records, documents and other evidence pertaining to all costs and expenses for which funds are expended. The County shall maintain books, records and documents in sufficient detail to demonstrate compliance with the Agreement and shall maintain these materials for a period of (5) years from the date the County submits their final report to the Secretary of State or until January 1, 2026, whichever is later.

The County acknowledges that all funds received under this agreement are subject to audit and that access to records related to grant project expenditures shall be made available to the

Secretary of State, Auditors of State or their representatives, or representatives of the Federal Election Assistance Commission or the Comptroller General, for purposes of examination and/or audit of the project. The County will comply with requirements outlined in 2 CFR 200.

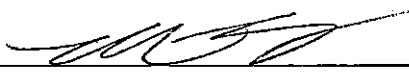
6. **Reporting Requirement:** The County shall provide a final expenditure report to the Secretary, on a form prescribed by the Secretary, no later than Friday, November 13, 2020 at 5:00 p.m.
7. **Compliance with Laws:** The County agrees that it will comply with all applicable Federal, State, and Local laws, regulations or directives in conducting project activities, and certifies that use of the grant funds will be consistent with the requirements of the following Federal laws:

HAVA – Title II, Part 2 and Title III [42 USC §§ 15421 – 15425, 15481 – 15485];
The Voting Rights Act of 1965 [42 USC § 1973 et seq];
The Voting Accessibility for the Elderly & Handicapped Act [42 USC § 1973 ee et seq];
The Uniformed and Overseas Citizens Absentee Voting Act [42 USC § 1973 ff et seq];
The National Voter Registration Act of 1993 [42 USC § 1973 gg et seq];
The Americans with Disabilities Act of 1990 [42 USC § 12101 et seq]; and
The Rehabilitation Act of 1973 [29 USC § 701 et seq].

8. **Default:** Noncompliance with the terms of this Agreement shall be grounds for cancellation of the grant award and recapture of funds provided to the County. The County agrees to return to the Iowa Secretary of State, within 45 days of written request from the Secretary, all funds received which are not supported upon audit or other Federal or State review of the documentation maintained by the County.
9. **Execution:** This agreement becomes effective when approved by both parties.

County of Woodbury

Date 9-8-20



Chairperson, Board of Supervisors



County Auditor

Heidi Burhans
Director of Elections
Iowa Secretary of State Office

Date