CENTER FOR TECH AND CIVIC LIFE

December 16, 2020

Cherokee County, Georgia

Board of Elections and Registration

2782 Marietta Hwy., Suite 100

Canton, GA 30114

Dear Kim Stancil,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Cherokee County, and the special circumstances Cherokee County faces administering elections in 2020 or runoff elections related to elections in 2020, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Cherokee County ("Grantee").

The following is a description of the grant:

AMOUNT OF GRANT: $154,000.00 USD

PURPOSE: The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Cherokee County in 2020 or in runoff elections related to elections in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.
3. Due to special circumstances Grantee faces administering elections in 2020 or runoff elections related to elections in 2020, Grantee has produced a plan for safe and secure election administration in 2020 or in runoff elections related to elections in 2020, including an assessment of election administration needs and budget estimates for such assessment ("Safe Voting Plan"). The Safe Voting Plan is attached to this agreement. Grantee shall expend the total amount of grant funds listed in the Safe Voting Plan as detailed in the Safe Voting Plan, but may reallocate funds between budget items listed in the Safe Voting Plan or to any other permissible public purpose listed in the online grant application with notice by electronic mail to CTCL. Such reallocation does not require the permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through January 31, 2021 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by January 31, 2021.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in



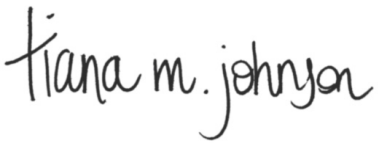
a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.

8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the Board of Elections and Registration ("the Election Department") or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through January 31, 2021 represents the dates between which covered costs for the Purpose may be applied to the grant.

Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at grants@techandciviclife.org.

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life

GRANTEE

By: _____
Harry Johnston

Title: _Chairman_____

Date:_____

Safe Voting Plan Grant Request: Georgia January Runoff Election

Cherokee County
Anne Dover
12/8/2020

Snapshot: Safe Voting Plan

What is your county's plan for safely serving voters in the January 2021 Georgia Runoff election? Please complete the Safe Voting Plan Snapshot below to share an overview, including differences, if any, between your personnel, sites, and outreach for the November General and January Runoff.

Personnel		
	2021 January Runoff Election (planned)	**2020 November General Election (actual)**
# of full time staff (FTEs)	8	8
# of poll workers	532	532
# of other temporary election staff	15	10
Voting Sites		
	2021 January Runoff Election (planned)	**2020 November General Election (actual)**
# of ballot drop boxes	3	3
# of drive-through voting sites	0	0
# of early vote sites	3	6
# of Election Day polling places	40	40

Outreach		
	2021 January Runoff Election (planned)	**2020 November General Election (actual)**
Non-partisan voter education	*Briefly describe planned 2021 January runoff non-partisan voter education activities:* *We have plans to have one employee to be responsible for keeping the public informed via our website, flyers, flashing signs and social media.* *Daily radio advertisements on the local radio station. Currently researching to see if we have a Hispanic local radio station.*	*Briefly describe 2020 November general election non-partisan voter education activities:* *Due to COVID we mainly kept people updated through social media and our website.* *Daily radio advertisements on the local radio station.*
Voting materials in languages other than English	*Briefly describe planned 2021 January runoff voter materials provided in languages other than English:* *Cherokee County Elections and Voter Registration has a new supervisor and plans are to reach out in areas that have not been in contacted in the past.*	*Briefly describe 2020 November general election voter materials provided in languages other than English:* *None*

Grant Request: Use of Funds

To support the planning and operationalization of safe, secure election administration for the **Georgia January 5 Runoff Election**, **Cherokee County** is requesting funds for the following public purposes **(check all that apply)**:

Equipment & Supplies

- ❑ Ballot drop boxes
- X Personal protective equipment (PPE) for staff, poll workers, or voters
- ❑ Drive-through voting site equipment or supplies
- X Vote-by-mail voting equipment or supplies
- X Other election administration equipment

Personnel

- X Temporary staffing
- X Poll worker recruitment funds, hazard pay, and/or training expenses

Locations

- X Election department real estate costs
- X Early vote site real estate, cleaning, or set-up expenses
- X Polling place real estate, cleaning, or set-up expenses for Election Day

Voter Education

- X Non-partisan voter education
- X Voting materials in languages other than English

Grant Request: Budget

CTCL COVID-19 Response Grant Request Budget Please only include expenses which are not already funded or for which a funding source is not already identified			
Equipment and Supplies			
Expense	Unit Cost ($ USD)	Units	Total Cost ($ USD)
Ballot drop boxes			

Personal protective equipment (PPE) for staff, poll workers, or voters			
Drive-through voting site equipment or supplies			
Vote-by-mail equipment or supplies	Additional Postage Ink for Postage Meter *we were budgeted monies for these expenses. However, we will exceed		$10,000
Other election administration equipment			

Personnel

Expense	Unit Cost ($ USD)	Units	Total Cost ($ USD)
Temporary staffing	$15 per hour	20	$36,000
Poll worker recruitment funds, hazard pay, and/or training expenses	$100 per poll worker as hazard pay $500 per permanent employee x 1 month January	525 9	$52,500 $45,000

Space

Expense	Unit Cost ($ USD)	Units	Total Cost ($ USD)
Election department real estate costs			
Polling place rental and cleaning expenses for early voting or Election Day	$100 (cleaning) $100 (general supplies)	45 45	$4,500 $4,500

Voter Education

Expense	Unit Cost ($ USD)	Units	Total Cost ($ USD)

Non-partisan voter education	$1500 radio spots on local Hispanic Radio	1	$1,500
Voting materials in languages other than English			