



IVRS GRANT FY 2024

Abby Beaty, Grants Program Manager
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Overview

These funds are specifically to be used for assisting in the maintenance and other costs associated with your voter registration system in order for it to communicate with the centralized statewide voter registration system, and some election security related expenses.

Dates & Deadlines

Grant Period	July 1, 2023 – June 30, 2024
Agreement Submission Deadline	September 22, 2023
Grant Reimbursement Deadline	June 21, 2024

Allowable expenditures may include:

- Annual registration license/maintenance fees
- Costs associated with implantation of new VR software (including training)
- Costs associated with the voter purge, such as:
 - Postage
 - Permit fees
 - Printing costs
 - Voter ID cards/MVR-26 cards
 - Temporary/part-time help
- ICN connection costs
- Election security, such as:
 - Backup of VR data (hardware & software)
 - Endpoint security on VR related workstations)
 - Firewalls
 - Website security
 - Email security
 - Network monitoring software
 - Multi-factor authentication
- Voter registration hardware (computers, monitors, scanners, etc.)

Submissions shall not include (but are not limited too):

- Redistricting/remapping costs
- Voting equipment maintenance
- Voting equipment
- Vehicles
- Same day voter registration costs (no longer included, replaced by election security costs)

All expenditures should be submitted through the eGrants site, through IVRS. See the eGrants Instruction Guide for assistance on this process. **No grants will be accepted via email or via mail unless otherwise directed by the Grants Program Manager.**



Illinois State Board of Elections
Voter Registration State Grant 2024
Acceptance Agreement



You are receiving a grant from the Illinois State Board of Elections for the purposes of election security, and assisting in the maintenance and other costs associated with your voter registration system in order for it to communicate with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002. Your election jurisdiction will be distributed payment for these purposes once proper documentation has been received. *It is important to note that only documented expenditures and/or obligations to expend are eligible for reimbursement, meaning invoices and proof of payment must be provided per the approval of the Grants Program Manager to receive payment.* Your election jurisdiction, **DuPage County**, is eligible to receive an amount of **\$150,166.00**, which will be distributed in a lump sum payment. If your expenses exceed this amount and funding is available, you may be able to take advantage of a second reimbursement, which may be sent in a second payment.

The State Board of Elections and you, the Election Authority, have responsibilities both as to spending the monies for the intended purposes of this grant, and tracking expenditures not previously covered or reimbursed by the HAVA funded IVRS Grant, or other grant monies. **By accepting this money, you agree to send copies of all future documented expenditures and/or obligations to expend for audit purposes in accordance with generally accepted auditing standards. Funds may not be reimbursable otherwise.**

Purchases made from this fund shall become the responsibility and property of the Election Authority, not the State Board of Elections. All property control and custody responsibilities will be assumed by the Election Authority. Likewise, the Election Authority agrees that all future costs related to maintenance, repairs, and upgrades to equipment or property purchased with these grant funds shall be the sole responsibility of the Election Authority, not the State Board of Elections.

As a condition of receipt of this grant, the Election Authority agrees to comply with the provisions of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/) and the equal employment practices of the Illinois Human Rights Act (775 ILCS 5/2-105).

THIS GRANT IS SUBJECT TO THE ILLINOIS GRANT FUNDS RECOVERY ACT (30 ILCS 705/1, et seq.). THEREFORE, ANY UNSPENT PORTION OF THE GRANT THAT REMAINS AFTER 30 DAYS MUST BE RETURNED WITH INTEREST TO THE STATE BOARD OF ELECTIONS IMMEDIATELY. ANY MISSPENT OR IMPROPERLY HELD GRANT FUNDS ARE SUBJECT TO RECOVERY BY THE STATE BOARD OF ELECTIONS.

Election authorities that fail to pay their vendors for qualifying expenses within the 30-day time period as specified by the terms of this Agreement and underlying federal rule shall become liable to the State Board of Elections for interest penalties for failing to meet the 30-day interval (unless the applicable grant amount, or any unused portion thereof, is returned to the State before the 30-day period has elapsed). An election authority failing to meet this 30-day requirement will be liable for interest at the rate applicable to the State's payments to its vendors under the terms of the State Prompt Payment Act (30 ILCS 540). The interest calculation for this mandatory reimbursement is based on the historical interest rates earned by the State HAVA fund and paid by the State Treasurer during the specific time periods the money was improperly held by the local jurisdiction. The election authority assessed this interest penalty must remit the penalty amount to the State Board of Elections within 30 days of receipt of notice from the SBE. Such interest payment shall be identified separately from any grant returns or other refunds.


By signing this document, you certify that you agree to use the grant funds provided for the purposes articulated above and certify that you understand and agree to the record keeping and documentation requirements set forth above. **Further, you certify that you will return to the SBE any of the unspent funds remaining within thirty days after receipt of such funds as noted above.** For purposes of this paragraph, the unspent funds shall be considered timely returned if it is actually received in either of the SBE offices (Chicago or Springfield) within 30 days of receipt or, if received beyond such 30-day period, the envelope containing the unspent funds is postmarked within such 30-day period. If the postmark on the envelope containing the unspent funds is missing or illegible, the return of the unspent funds will be considered timely if such envelope is received by the SBE no later than 5 business days following the end of such 30-day period.

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Any violations of this agreement may be reported to appropriate legal authorities for review and appropriate action.

The undersigned (*election authority or authorized agent*) has the authority to enter into this agreement or has sought approval to enter into this agreement, if applicable, and agrees to the above in its entirety.

Election Authority or Authorized Agent

Signature:  _____
Printed Name: Jean Kaczmarek
Title: Jean Kaczmarek
Date: 7/13/2023

Illinois State Board of Elections

Signature:  _____
Printed Name: Abby A. Beaty
Title: Grants Program Manager
Date: 07/10/2023

Signature:  _____
Printed Name: Bernadette M. Matthews
Title: Executive Director
Date: 07/10/2023