



2024 Election Improvement Grant Description

The Colorado Department of State is committed to improving our elections. In 2024, the Department anticipates that Colorado counties will continue to face a variety of challenges in the administration of Federal elections. To ensure the safety of voters, election judges, and county staff at Voter Service and Polling Centers (“VSPC”s) and 24-hour drop boxes, extra security measures may be needed. Some counties must operate VSPCs in buildings that have aging or outdated accessibility features. And many counties may still be working with miscellaneous older materials and outdated technology which could be upgraded to improve the administration of elections.

Therefore, to assist the administration of Federal elections in the state of Colorado for 2024, the Colorado Department of State (“CDOS”) is making Help America Vote Act (“HAVA”) funds available to all 64 Colorado Counties for the purpose of improving the administration of Federal elections in 2024.

Reimbursement Eligibility

All Colorado counties are eligible to apply for reimbursement under this grant program for one-time costs associated with the security, accessibility, and availability of VSPCs, drop boxes, and other election locations; and other miscellaneous eligible HAVA expenses used to improve the administration of Federal elections in 2024.

CDOS will fund up to 100% of eligible expenses as determined after review and receipt of all grant applications and subject to all State and Federal fiscal rules and requirements.

Costs Eligible for Reimbursement

CDOS will reimburse each eligible county for up to 100% of any **one-time costs** directly related to the improvement of security, accessibility, and other miscellaneous HAVA eligible costs.

The improvement of security at VSPCs and 24-hour drop boxes may include but is not limited to:

- Adding or upgrading locks or key card access to areas where election activities occur.
- Upgrading 24-hour drop box surveillance footage.
- Increasing the performance of surveillance systems
- Hiring additional security personnel at voting locations.
- Increasing or improving county physical security posture
- County network infrastructure improvements



- Domain upgrades to .gov

The improvement of **accessibility** at VSPCs and 24-hour drop boxes may include but is not limited to:

- Installation of ramps at voting locations
- Parking lot or curb accessibility improvements at voting locations
- Installation of automatic door openers at voting locations
- Costs associated with improved language assistance at VSPCs for voters with limited English proficiency
- Adding handicap parking to polling places to include repaving

Other **miscellaneous HAVA** eligible costs for reimbursement under this grant may include, but are not limited to:

- Any costs that **improve** the administration of Federal elections in 2024 such as increasing the quantity or quality of existing systems in a way that would improve upon their purpose.
- Voter education materials at VSPCs and drop boxes concerning voting procedures, rights, and technology, such as better and clearer signage directing voters how to vote and their rights concerning voting in Federal elections.
- Costs associated with improving the training of election judges such as acquiring better, or additional, training tools and materials.

Costs that are **NOT** eligible for reimbursement under this grant program include:

- Voting systems components
- Multi-year cost obligations
- Capital projects that will reach across years
- Voter outreach
- Costs associated with voter registration
- Any costs already incurred by the county prior to signing a grant agreement
- Any costs that are, or will be, covered by another grant or reimbursement
- Any costs that will be reimbursed through the statutorily required county reimbursement of costs for conducting the Presidential Primary or General Election
- Any costs that the Department determines, or the Department is informed, are not eligible under federal guidelines or rules for the HAVA program



Application Process

1. The county must submit a completed grant application with all quotes and estimates for items to be reimbursed under this grant program to Daniel.Pickard@coloradosos.gov.

YOU MUST SUBMIT YOUR GRANT APPLICATION AND ALL QUOTES AND ESTIMATES BY **MAY 31st, 2024**, TO BE ELIGIBLE FOR FUNDING UNDER THIS GRANT.

2. After the grant application deadline, CDOS will review all grant applications to determine eligible items and amounts to be covered under this grant. After initial review of all grant applications if there are remaining funds that can be awarded, CDOS will reopen the application period for counties. And any second-round applications after the initial deadline will be considered and reviewed as they are received on a case-by-case basis.
3. In June, CDOS will begin informing counties that applied for grant award amounts along with grant agreements to be reviewed and signed by the county.

Final Reimbursement Payment

1. To receive a final reimbursement payment, you will need to submit all final invoices, receipts, or proof of payroll for all eligible items under this grant no later than **December 31, 2024**, to Daniel.Pickard@coloradosos.gov