

- The Lt. Governor's Office will review all funding requests and notify counties of a funding award on or before May 11, 2020.
- If a county is awarded funds, the county may obtain the funds by providing documentation of the expense. If the county is requesting funds prior to incurring the expense, the county must provide documentation of the anticipated expense, such as a quote, and then provide documentation at a later date, such as an invoice, that indicates the final cost.
- In addition to the documentation requirements listed above, counties that receive funds must provide the Lt. Governor's Office with a report within 10 days of the Primary and General Elections that includes a full accounting of the county's uses of the funding and an explanation of how such uses allowed the county to prevent, prepare for, and respond to coronavirus.
- If a county needs to adjust estimates or its request, it may submit a revised request to the Lt. Governor's Office. The Lt. Governor's Office must approve the request.
- Any unexpended funds remaining on December 15, 2020 must either be returned to the state or cannot be disbursed to counties.

Please provide the following information:

County: Summit

Today's Date: 5/4/2020

Requester's Name & Contact Information:

Kellie Robinson, 435-336-3140, krobinson@summitcounty.org

Total Amount Requested: \$ 14,044.10

Please provide a spreadsheet or list that identifies:

- A detailed description of every expenditure for which the county will use the grant funds; and
- The estimated amount per expenditure.

Please be as specific as possible in your descriptions. For example, "\$5,000 for notices" is not a good description, but "\$5,000 to print, fold, and mail postcards to voters in late May to inform them that polling locations are not available" is a good description.

This is a request for both the June Primary Election and the November General Election.

You can fill in the sheet on the next page, or you can attach a separate spreadsheet.

Summit County
COVID-19 Expenses

Masks for staff and election workers handling ballots	2 pk	19.98 for 50	\$	39.96
Gloves for staff and election workers handling ballots	med	15.00 for 100	\$	15.00
Gloves for staff and election workers handling ballots	large	11.58 for 100	\$	11.58
Disinfectant Spray for ballots and work areas	10 cans	7.60 a can	\$	76.00
clorox wipes to sanitize work and ballot handling areas	4 pks	10.39 for 4 pk	\$	41.56
disposable protective gowns for protecting our elections workers who are handling the by-mail ballots	8 pks	45.00 for 10 pk	\$	360.00
Advertising in newspaper and posters for county buildings to inform public of the changes in the election due to COVID -19			\$	500.00
Mail every voter in the county a letter to let them know of the changes for the election due to Covid-19, includes printing, envelopes and postage			\$	13,000.00
	Total		\$	14,044.10