



IVRS GRANT FY 2023

Abby Beaty, Grants Program Manager
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ABeaty@elections.il.gov

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.

Dates & Deadlines

Grant Period	July 1, 2022 – June 30, 2023
Agreement Submission Deadline	October 17, 2022
Grant Reimbursement Deadline	May 15, 2023

Allowable expenditures *may* include:

- Annual registration license/maintenance fees
- Voter registration hardware
- Costs related to the voter purge
- Monthly internet/ICN
- Backup services for IVRS
- Same day voter registration costs
- Training on new voter registration equipment

Submissions *may not* include:

- Redistricting/remapping costs
- Voting equipment maintenance
- Voting equipment
- Vehicles

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.**



Illinois State Board of Elections
Voter Registration State Grant 2023
Acceptance Agreement



You are receiving a grant from the Illinois State Board of Elections for the purposes of 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, **Vermilion County**, is eligible to receive an amount of **\$100,309.00**, 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.

Voter Registration Grant FY23

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: CATHY JENKINS

Title: COUNTY CLERK

Date: _____

Illinois State Board of Elections

Signature: 

Printed Name: Abby A. Beaty

Title: Grants Program Manager

Date: 07/11/2022

Signature: 

Printed Name: Bernadette M. Matthews

Title: Executive Director

Date: 07/11/2022

Certificate Of Completion

Envelope Id: AF3CC1ACAFD1400F910C8536DD6D7DDF	Status: Delivered
Subject: ACTION REQUIRED - IVRS Acceptance Agreement	
Source Envelope:	
Document Pages: 3	Signatures: 0
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator: Abby Beaty abeaty@elections.il.gov
Enveloped Stamping: Enabled	IP Address: 163.191.231.3
Time Zone: (UTC-06:00) Central Time (US & Canada)	

Record Tracking

Status: Original 7/15/2022 3:47:51 PM	Holder: Abby Beaty abeaty@elections.il.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Illinois State Board of Elections	Location: DocuSign

Signer Events

Signature	Timestamp
Cathy Jenkins cjenkins@vercounty.org Security Level: Email, Account Authentication (None)	Sent: 7/15/2022 3:56:52 PM Viewed: 7/18/2022 10:24:37 AM
Electronic Record and Signature Disclosure: Accepted: 7/18/2022 10:24:37 AM ID: 9f6ba495-761b-426d-9984-757d3fddb4c	

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent	Hashed/Encrypted	7/15/2022 3:56:52 PM
Certified Delivered	Security Checked	7/18/2022 10:24:37 AM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO Illinois State Board of Elections (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Illinois State Board of Elections:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: abeaty@elections.il.gov

To advise Carahsoft OBO Illinois State Board of Elections of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at abeaty@elections.il.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO Illinois State Board of Elections

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to abeaty@elections.il.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO Illinois State Board of Elections

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to abeaty@elections.il.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO Illinois State Board of Elections as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO Illinois State Board of Elections during the course of your relationship with Carahsoft OBO Illinois State Board of Elections.