



IVRS GRANT FY 2025

Abby Beaty, Grants Program Manager
 Desk: (217) 782-1557 | Cell: (217) 670-9755
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, and some election and physical security related expenses.

Dates & Deadlines

Grant Period	July 1, 2024 – June 30, 2025
Agreement Submission Deadline	September 9, 2024
Grant Reimbursement Deadline	May 30, 2025 (<i>June 20, 2025, for June expenditures only</i>)

Allowable expenditures *may include*:

- Annual registration license/maintenance fees
- Some new VR costs (training, data conversion, installation)
- Costs associated with the voter purge, such as:
 - Postage
 - Permit fees
 - Printing costs
 - Voter ID cards/MVR-26 cards
 - Temporary/part-time help (full time staff is not covered)
- ICN connection costs
- Voter registration hardware (computers, monitors, scanners, etc.)
- 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
- Physical election security, such as:
 - Security cameras
 - New locks on doors/windows that store/hold election equipment
 - Badge system
 - Barriers to protect staff from direct public access

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

- Redistricting/remapping costs
- Voting equipment maintenance or anything else related to voting equipment
- 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 unless otherwise directed by the Grants Program Manager.**



Illinois State Board of Elections
Voter Registration State Grant
Fiscal Year 2025 Grant Agreement

The purpose of this grant is to assist in the maintenance and other costs associated with jurisdictional voter registration systems in order for them to communicate with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002, and with other election security related matters. The recipient, also herein referred to as the election authority, is the eligible recipient of this grant. The election authority, **Vermilion County**, is eligible to be reimbursed for an amount of **\$80,123.95**. If expenses exceed this amount and funding is available, a second round of reimbursements may be possible.

The State Board of Elections, herein referred to as the grantor, and 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 IVRS Grant, or other grant monies. **By accepting this money, the election authority agrees 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.** *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 grantor to receive payment.* Purchases made from this fund shall become the responsibility and property of the election authority, not the grantor. 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 grantor.

As a condition of a 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). Award recipients must also adhere to all applicable federal requirements including Office of Management and Budget guidance (2 CFR 200).

This grant is subject to the Illinois Grant Funds Recover 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 grantor (State Board of Elections) immediately. Any misspent or improperly held grant funds are subject to recovery by the grantor.

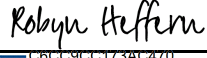
By signing this document, the election authority certifies to use the grant funds provided for the purposes articulated above and understands and agrees to the record keeping and documentation requirements set forth above.

If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes recipient will not use the funds during the term, (ii) Grantor believes recipient has used Grant Funds in a manner that was not authorized by this Agreement, or (iii) sufficient funds for this Agreement have not be appropriated or otherwise made available to Grantor by the State or federal funding source. Recipient will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by recipient under [appropriate section] may be reduced accordingly. Grantor must pay recipient for work satisfactorily performed prior to the date of the notice regarding adjustment. (2 CFR 200.308)


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

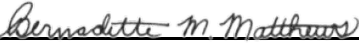
The undersigned (*election authority or authorized agent*) has the authority to enter into this agreement or has sought approval to enter into this agreement, if applicable, and agrees to the above in its entirety.

Election Authority or Authorized Agent

Signed by:
Signature: 
C6CC9CC173AC470...
Printed Name: Robyn Heffern
Title: Chief Deputy County Clerk
Date: 8/22/2024

Illinois State Board of Elections

Signature: 
Printed Name: Abby A. Beaty
Title: Grants Program Manager
Date: 07/31/2024

Signature: 
Printed Name: Bernadette M. Matthews
Title: Executive Director
Date: 07/31/2024

Certificate Of Completion

Envelope Id: 35F20FB3F58349D98E8200580BEBBC92	Status: Completed
Subject: VERMILION FY25 IVRS Grant Agreement	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Abby Beaty
Time Zone: (UTC-06:00) Central Time (US & Canada)	abeaty@elections.il.gov
	IP Address: 163.191.231.3


Record Tracking

Status: Original	Holder: Abby Beaty	Location: DocuSign
8/21/2024 11:22:16 AM	abeaty@elections.il.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Illinois State Board of Elections	Location: DocuSign

Signer Events

Robyn Heffern
 robyn.heffern@vercountyiil.gov
 Chief Deputy County Clerk
 Security Level: Email, Account Authentication (None)

Signature

Signed by:

C6CC9CC173AC470...
 Signature Adoption: Pre-selected Style
 Using IP Address: 12.48.189.66

Timestamp

Sent: 8/21/2024 11:23:10 AM
 Viewed: 8/21/2024 11:31:12 AM
 Signed: 8/22/2024 8:29:39 AM

Electronic Record and Signature Disclosure:
 Accepted: 8/21/2024 11:31:11 AM
 ID: 141d36d5-6fe8-48fb-ae60-1ba0a36b69e8

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	8/21/2024 11:23:10 AM
Certified Delivered	Security Checked	8/21/2024 11:31:12 AM
Signing Complete	Security Checked	8/22/2024 8:29:39 AM
Completed	Security Checked	8/22/2024 8:29:39 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.