



Albany County Board of Elections

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HEIDI R. CONNORS (D)

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MEMO

TO: Hon. Andrew C. Joyce, Chairman
Albany County Legislature

FROM: Albany County Board of Elections

RE: SBOE Reimbursement Grant for Cybersecurity Remediation

DATED: August 25, 2020

This memo is submitted in connection with a request for legislative action (RLA) for approval to submit a grant application and enter into an agreement with the New York State Board of Elections for reimbursement funding pursuant to the NYS Elections Cybersecurity Remediation Grant Program. The grant would be for an amount not to exceed \$145,219.85 and would cover qualified expenditures made between December 21, 2019 and December 31, 2021 to help our county improve election security by remediating and mitigating risks identified during a prior risk assessment.

The New York State Board of Elections authorized a total of \$9 million, combined from the 2018 federal HAVA funds and 2020 federal HAVA funds, for use by county boards of elections to implement cybersecurity remediation services. Grant funding will be distributed with a base amount for each county (\$61,000) and then a scaling additional amount based on the county's February 21, 2020 enrollment.

Albany County's share has been calculated at \$145,219.85, payable by way of reimbursement, in accordance with a budget/workplan to be submitted by the Albany County Board of Elections to the New York State Board of Elections (SBOE) for its review and approval.

To be eligible for reimbursement, expenditures must be necessary, reasonable and allocable to the grant, i.e., the procurement of products, services and supplies must be directly related to the implementation of a remediation service, product or practice.

Each claim for payment must describe how the county board of elections (CBOE) has expended funds to procure or implement the additional materials/services to enhancing our cybersecurity infrastructure. The CBOE must certify that funds have been expended according to the budget and workplan, and must submit to the SBOE copies of all contracts, payment vouchers, receipts and other financial documentation sufficient to substantiate the claim.

Additionally, the CBOE must certify that the expenditure of county money was the most reasonable, economical, responsible, safe and fair way to improve cybsersecurity infrastructure, and that the county governing body has been informed in writing by the CBOE of the terms and conditions of the grant agreement pertaining to the reimbursement of such funds.

We are annexing hereto the grant application/contract to be executed on behalf of the County should the Legislature approve this RLA.