

## Tonya Page

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**From:** CTCL Grants Team <grants@techandciviclelife.org>  
**Sent:** Sunday, January 31, 2021 8:12 PM  
**To:** Tonya Page  
**Subject:** CTCL COVID-19 Grant: Report Approved

Thank you for all your work to administer safe and secure elections in 2020. **Your CTCL COVID-19 Response Grant report is approved.**

It was an unprecedented opportunity for CTCL to deliver funding to your election office during the COVID-19 pandemic. Thank you again for making democracy happen. It's unclear at this moment if CTCL will continue grantmaking to local government, so we want to support your election office in other important ways right now.

Since founding CTCL in 2015, we have been laser-focused on helping ensure our elections are more professional, inclusive, and secure. That looks like providing free cutting-edge training on topics like [election cybersecurity](#). We also publish a free collection of tools that includes a [modern, accessible election website template](#).

And we share election office success stories from across the country in our [monthly newsletter, ELECTricity](#).

2020 is behind us and the work of election offices continues. We hope to stay in touch with you moving forward. If you haven't already, please [consider subscribing to our newsletter](#) so you can stay connected with CTCL and emerging resources for U.S. election administration.

Thank you again,

-the CTCL team

## COMBINED TRANSACTION DETAIL

FISCAL YEAR 2021 FROM 10/01/2020 TO 09/30/2021 FUND 0015 ACCOUNT 0324 SUBACCOUNT 0010  
FUND 0015 ELECTION CONSOLIDATION  
-00 ELECTION CONSOLIDATION

Date	Description	Vendor	Invoice / Ref	Type	Number	Debits	Credits
0015-00-0324-0010	GRANTS						
11/12/20	THE CENTER FOR TECHNOLOGY AND CIVIL LIFE			A/C	2021-0000112		11,173.50
11/30/20	TRSF CASH - COVID ELECTION GRA			J/E - CASH TRANS	2021-0000202		33,431.61
Account Totals:						44,605.11	
						Beginning Balance:	0.00
						Ending Balance:	(44,605.11)
Dept Totals:						44,605.11	
						Beginning Balance:	0.00
						Ending Balance:	(44,605.11)
Fund Totals:						44,605.11	
						Beginning Balance:	0.00
						Ending Balance:	(44,605.11)
Grand Totals:						44,605.11	
						Beginning Balance:	0.00
						Ending Balance:	(44,605.11)

\*\*\*\*\*END OF REPORT\*\*\*\*\*

**C O M B I N E D   T R A N S A C T I O N   D E T A I L**

**FISCAL YEAR 2021 FROM 10/01/2020 TO 09/30/2021 FUND 0015 DEPT 0020 ACCOUNT 0692 SUBACCOUNT 0077**  
**FUND 0015 ELECTION CONSOLIDATION**  
**-20 GRANTS**

Date	Description	Vendor	Invoice / Ref	Type	Number	Debits	Credits
<b>0015-20-0692-0077                      MISC GRANT</b>							
11/23/20	77 - ELECTION HAZARD PAY GRANT	AFEAKI, PAUL		CLAIM	2021-0000574	100.00	
11/23/20	62 - ELECTION HAZARD PAY GRANT	ALBERTSON, LANE		CLAIM	2021-0000575	100.00	
11/23/20	38 - ELECTION HAZARD PAY GRANT	ANDERSEN, MARY		CLAIM	2021-0000577	100.00	
11/23/20	25 - ELECTION HAZARD PAY GRANT	ANDERSON, SUSAN		CLAIM	2021-0000578	100.00	
11/23/20	81 - ELECTION HAZARD PAY GRANT	ARREDONDO, JULIA		CLAIM	2021-0000579	100.00	
11/23/20	86 - EARLY VOTING & ELECTION D	ASTON, SUSAN		CLAIM	2021-0000580	490.80	
11/23/20	33 - ELECTION HAZARD PAY GRANT	BAILES, CALLI JO		CLAIM	2021-0000581	125.00	
11/23/20	27 - ELECTION HAZARD PAY GRANT	BAKER, LANE		CLAIM	2021-0000583	100.00	
11/23/20	44 - ELECTION HAZARD PAY GRANT	BARTLOME, CINDY		CLAIM	2021-0000584	100.00	
11/23/20	15 - ELECTION HAZARD PAY GRANT	BEAVER, BENE		CLAIM	2021-0000585	275.00	
11/23/20	68 - ELECTION HAZARD PAY GRANT	BELNAP, NORMA		CLAIM	2021-0000586	100.00	
11/23/20	71 - ELECTION HAZARD PAY GRANT	BISHOP, KIMIKO		CLAIM	2021-0000587	100.00	
11/23/20	58 - ELECTION HAZARD PAY GRANT	BLACKER, JULIE		CLAIM	2021-0000588	100.00	
11/23/20	31 - ELECTION HAZARD PAY GRANT	BOLINGBROKE, LISA		CLAIM	2021-0000589	100.00	
11/23/20	24 - ELECTION HAZARD PAY GRANT	BONADIMAN-BOLLAR, PATRICE		CLAIM	2021-0000590	300.00	
11/23/20	20 - ELECTION HAZARD PAY GRANT	BROWN, SHERYL		CLAIM	2021-0000591	100.00	
11/23/20	41 - ELECTION HAZARD PAY GRANT	BUNN, BECKY		CLAIM	2021-0000592	100.00	
11/23/20	30 - ELECTION HAZARD PAY GRANT	BURGOYNE, LAURA		CLAIM	2021-0000593	150.00	
11/23/20	23 - ELECTION HAZARD PAY GRANT	CALL, JOAN		CLAIM	2021-0000595	100.00	
11/23/20	14 - ELECTION HAZARD PAY GRANT	CAMERON, DANA JO		CLAIM	2021-0000596	100.00	
11/23/20	59 - ELECTION HAZARD PAY GRANT	CHRISTENSEN, CAROL		CLAIM	2021-0000597	100.00	
11/23/20	60 - ELECTION HAZARD PAY GRANT	CONDIE, CAROL		CLAIM	2021-0000599	100.00	
11/23/20	22 - ELECTION HAZARD PAY GRANT	COTTEN, ALETHA		CLAIM	2021-0000600	125.00	
11/23/20	37 - ELECTION HAZARD PAY GRANT	DAYTON, TRUDY		CLAIM	2021-0000602	100.00	
11/23/20	78 - ELECTION HAZARD PAY GRANT	DOWNS, JOHN		CLAIM	2021-0000604	100.00	
11/23/20	16 - ELECTION HAZARD PAY GRANT	GREENWELL, KATHLEEN		CLAIM	2021-0000608	125.00	
11/23/20	35 - ELECTION HAZARD PAY GRANT	GREENWELL, KELLY		CLAIM	2021-0000609	100.00	
11/23/20	54 - ELECTION HAZARD PAY GRANT	GREGORY, TAMRA		CLAIM	2021-0000610	100.00	
11/23/20	50 - ELECTION HAZARD PAY GRANT	HALVERSON, RENAE		CLAIM	2021-0000611	100.00	



## COMBINED TRANSACTION DETAIL

FISCAL YEAR 2021 FROM 10/01/2020 TO 09/30/2021 FUND 0015 DEPT 0020 ACCOUNT 0692 SUBACCOUNT 0077  
FUND 0015 ELECTION CONSOLIDATION  
-20 GRANTS

Date	Description	Vendor	Invoice / Ref	Type	Number	Debits	Credits
0015-20-0692-0077	MISC GRANT						
11/23/20	42 - ELECTION HAZARD PAY GRANT	HARRISON, TERRI		CLAIM	2021-0000612	100.00	
11/23/20	75 - ELECTION HAZARD PAY GRANT	HEMSLEY, MONICA		CLAIM	2021-0000613	100.00	
11/23/20	45 - ELECTION HAZARD PAY GRANT	HESS, PEGGY		CLAIM	2021-0000614	100.00	
11/23/20	67 - ELECTION HAZARD PAY GRANT	HOLMES, MELANIE		CLAIM	2021-0000615	100.00	
11/23/20	55 - ELECTION HAZARD PAY GRANT	HORNER, DEEANN		CLAIM	2021-0000616	125.00	
11/23/20	39 - ELECTION HAZARD PAY GRANT	HUNSAKER, JOLENE		CLAIM	2021-0000617	100.00	
11/23/20	82 - ELECTION HAZARD PAY GRANT	HURTADO, LAURA		CLAIM	2021-0000618	100.00	
11/23/20	34 - ELECTION HAZARD PAY GRANT	JENSEN, JEANNE		CLAIM	2021-0000621	125.00	
11/23/20	65 - ELECTION HAZARD PAY GRANT	JONES, TAMMY		CLAIM	2021-0000622	100.00	
11/23/20	80 - ELECTION HAZARD PAY GRANT	JUAREZ, ILSE		CLAIM	2021-0000623	100.00	
11/23/20	63 - ELECTION HAZARD PAY GRANT	KIRST, LILY		CLAIM	2021-0000624	100.00	
11/23/20	19 - ELECTION HAZARD PAY GRANT	KNOPP, WANDA		CLAIM	2021-0000626	350.00	
11/23/20	57 - ELECTION HAZARD PAY GRANT	LOFGREN, KIMBERLY		CLAIM	2021-0000629	100.00	
11/23/20	84 - EARLY VOTING & ELECTION D	LOPEZ, DIVINA		CLAIM	2021-0000630	539.88	
11/23/20	46 - ELECTION HAZARD PAY GRANT	LOPEZ, HOLLY		CLAIM	2021-0000631	100.00	
11/23/20	61 - ELECTION HAZARD PAY GRANT	MABRY, ANDREA		CLAIM	2021-0000632	100.00	
11/23/20	48 - ELECTION HAZARD PAY GRANT	MAIER, LINDA		CLAIM	2021-0000634	100.00	
11/23/20	21 - ELECTION HAZARD PAY GRANT	MAXWELL, MARTHA		CLAIM	2021-0000635	200.00	
11/23/20	85 - EARLY VOTING & ELECTION D	MCCALL, LAURIE		CLAIM	2021-0000636	539.88	
11/23/20	73 - ELECTION HAZARD PAY GRANT	MILES, SHERRI		CLAIM	2021-0000638	200.00	
11/23/20	88 - ABSENTEE BALLOTS & ELECTI	MOORE, KAY		CLAIM	2021-0000640	98.16	
11/23/20	70 - ELECTION HAZARD PAY GRANT	MORRELL, HADLEY		CLAIM	2021-0000641	100.00	
11/23/20	36 - ELECTION HAZARD PAY GRANT	MURPHY, HEATHER		CLAIM	2021-0000643	200.00	
11/23/20	79 - ELECTION HAZARD PAY GRANT	NAVARRETE, PATRICIA		CLAIM	2021-0000645	100.00	
11/23/20	17 - ELECTION HAZARD PAY GRANT	NAY, LAUREL LEE		CLAIM	2021-0000646	250.00	
11/23/20	52 - ELECTION HAZARD PAY GRANT	O'DONNELL, JUDY ANN		CLAIM	2021-0000648	100.00	
11/23/20	64 - ELECTION HAZARD PAY GRANT	O'DONNELL, LESLIE		CLAIM	2021-0000649	200.00	
11/23/20	76 - ELECTION HAZARD PAY GRANT	OWEN, ELLIOTT		CLAIM	2021-0000651	100.00	
11/23/20	89 - ELECTION DAY HAZARD PAY G	RAMSEY, MITZI M		CLAIM	2021-0000654	49.10	
11/23/20	18 - ELECTION HAZARD PAY GRANT	RAST, JUDY		CLAIM	2021-0000655	100.00	
11/23/20	49 - ELECTION HAZARD PAY GRANT	REEVES, MARY		CLAIM	2021-0000658	100.00	



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FUND 0015 ELECTION CONSOLIDATION  
-20 GRANTS

Date	Description	Vendor	Invoice / Ref	Type	Number	Debits	Credits
0015-20-0692-0077	MISC GRANT						
11/23/20	51 - ELECTION HAZARD PAY GRANT	ROBINSON, DEBRA		CLAIM	2021-0000659	100.00	
11/23/20	74 - ELECTION HAZARD PAY GRANT	SMITH, JOANN		CLAIM	2021-0000661	100.00	
11/23/20	26 - ELECTION HAZARD PAY GRANT	SMITH, LEAH RAE		CLAIM	2021-0000662	100.00	
11/23/20	28 - ELECTION HAZARD PAY GRANT	STANSBURY, CONNIE		CLAIM	2021-0000664	100.00	
11/23/20	47 - ELECTION HAZARD PAY GRANT	STEELE, PAMELA		CLAIM	2021-0000665	100.00	
11/23/20	72 - ELECTION HAZARD PAY GRANT	STIMPSON, TANA		CLAIM	2021-0000666	100.00	
11/23/20	29 - ELECTION HAZARD PAY GRANT	STOCKING, CONNIE		CLAIM	2021-0000667	100.00	
11/23/20	56 - ELECTION HAZARD PAY GRANT	STUART, IVUS R		CLAIM	2021-0000668	125.00	
11/23/20	42 - ELECTION HAZARD PAY GRANT	TAYLOR, CAROL		CLAIM	2021-0000669	100.00	
11/23/20	40 - ELECTION HAZARD PAY GRANT	TEMPLE, PATTY		CLAIM	2021-0000670	150.00	
11/23/20	32 - ELECTION HAZARD PAY GRANT	THOMPSON, ZENA		CLAIM	2021-0000673	100.00	
11/23/20	87 - EARLY VOTING & ELECTION D	WEST, CHELSEA		CLAIM	2021-0000678	490.80	
11/23/20	69 - ELECTION HAZARD PAY GRANT	WILLIAMS, BRAWLEY		CLAIM	2021-0000679	100.00	
11/23/20	53 - ELECTION HAZARD PAY GRANT	WILSON, HEATHER		CLAIM	2021-0000680	200.00	
11/23/20	83 - EARLY VOTING & ELECTION D	YATES, DANA		CLAIM	2021-0000682	539.88	
11/23/20	66 - ELECTION HAZARD PAY GRANT	YOUNG, TAMMY		CLAIM	2021-0000683	100.00	
Account Totals:						11,173.50	0.00
						Beginning Balance:	0.00
						Ending Balance:	11,173.50
Dept Totals:							11,173.50
						Beginning Balance:	0.00
						Ending Balance:	11,173.50
Fund Totals:							11,173.50
						Beginning Balance:	0.00
						Ending Balance:	11,173.50
Grand Totals:							11,173.50
						Beginning Balance:	0.00
						Ending Balance:	11,173.50

\*\*\*\*\*END OF REPORT\*\*\*\*\*



## Thank You!

From everyone here at CTCL, THANK YOU! Your incredible work running elections during a global pandemic does not go unrecognized. We're deeply grateful for your public service, and honored that we could provide some support.

## Free Self-Paced Cybersecurity Training

Now that the new year is here, it's a great time to take training courses to prepare for the next election cycle. We invite you to take our training series, **Cybersecurity for Election Officials**, which is available for free through a partnership with the U.S. Election Assistance Commission. This three-part series is completely online and self-paced, so you can tune in at any time that's convenient for you.

**Learn more and register at [learn.techandciviclife.org](https://learn.techandciviclife.org)**

Now create your own dotForm - It's free!

Create a JotForm

Final submission completed  
01/06/2021

# CTCL COVID-19 Response Grant Report

All grantees are required to submit a report by January 31, 2021.

**Name \***

First Name Last Name

**Email \***

example@example.com

**State \***

▼

**Jurisdiction Name \***

ex: Adams County, Adams Twp, etc.

**Office Name \***

ex: Board of Elections

**1. Total CTCL COVID-19 Response Grant received: \***

**2. Please indicate how much of the grant funds were spent on the following public purposes between the dates of June 15, 2020 and December 31, 2020: \***

	\$ Amount
a. Ballot drop boxes	<input type="text"/>
b. Drive-through voting	<input type="text"/>
c. Personal protective equipment (PPE) for staff, poll workers, or voters	<input type="text"/>
d. Poll worker recruitment funds, hazard pay, and/or training expenses	11173.50
e. Polling place rental and cleaning expenses	<input type="text"/>
f. Temporary staffing support	<input type="text"/>



g. Election department real estate costs, or costs associated with satellite election department office	
h. Vote-by-mail/Absentee voting equipment or supplies	
i. Election administration equipment	
j. Voting materials in languages other than English	
k. Non-partisan voter education	

**3. Total grant expenditures on sections 2a-2k: \*****4. If your answers to question 1 and question 3 do not match, for what additional purposes were grant funds expended?****5. I certify that grant funds have only been expended for the public purpose of improving, administering and ensuring the safety of elections. \***☒ Yes**Your initials: \***

If all the grant funds have not been expended, you may request a 6-month grant extension which will give you additional time to expend funds for the public purpose of improving and ensuring the safety of elections in 2021. If you request an extension, you'll be required to submit another grant report by July 31, 2021.

**6. Are you interested in requesting a 6-month extension to your grant agreement in order to spend down your grant funds? \***

- ☒ No, I do not need an extension.
- ☐ Yes, I would like to request a 6-month extension to my grant agreement.

Here's an opportunity to celebrate your accomplishments! What did you do with the CTCL COVID-19 Response grant funds that you're most proud of?

poll workers are the most valuable asset the county has. They are the boots on the ground. They are paid very little for what they endure all day long, sometimes multiple days with early voting. They were very appreciative of this grant.

**If your annual budget for elections permanently doubled, what would you be able to accomplish that you can't accomplish now?**

Increase poll worker pay. The average age of our poll workers is around 70. If we paid more, we might be able to attract a younger generation to replace those who would like to retire from being a poll worker.

**Here at CTCL, we offer trainings for election officials on topics ranging from poll worker management to election cybersecurity. Help us choose useful topics! What do you wish you had more training on?**

Type here...

**Many of you asked to share photos of how you spent the grant funds. While this is completely optional, we welcome any photos (or other documents) you'd like to send our way!**

Browse Files

**Any other thoughts you'd like to share?**

Type here...

We love anecdotes, links to news articles about your grant spending, ideas for future CTCL programs, hearing what you love/hate about your job, etc. — anything else you want to tell us!

**Once a month, we send out a newsletter called ELECTricity, which helps election officials stay current with election administration stories, technology, and best practices. We also send periodic updates about CTCL's trainings, resources, and tools. Would you like to receive this newsletter?**

☒ Yes, I'd like to receive CTCL's newsletter.

Submit

Powered by JotForm



## Tonya Page

**From:** Bill.com Operations <NoReply-Payments@hq.bill.com>  
**Sent:** Thursday, November 05, 2020 1:05 AM  
**To:** Minidoka Clerk  
**Subject:** Your payment from The Center for Technology and Civic Life is on its way!



Hi Minidoka County,

The check will arrive around 11/06/20. This date is an estimate based on USPS delivery speed. The payment is for these invoices:

Invoice #	Due Date	Amount	Payment Amount
Elections COVID Response Grant	11/04/20	\$11,173.50	\$11,173.50
<b>Total:</b>	<i>Received</i>		<b>\$11,173.50</b>

*11-21-2020  
Need to finish  
upload*

**Manage your account**

If the button above doesn't work, copy and paste the following link into your web browser:

<https://app-signup.us.bill.com/NetworkNodeSignup?pn=0261704891212297&action=PayBill&node=nno02XEEWQVUAXDMTe05>

Have questions about the payment? Contact The Center for Technology and Civic Life at (202) 227-4172.

Thank you,  
The Center for Technology and Civic Life

Have questions about the Bill.com™ Service? Visit our overview page at <http://cashflow.bill.com/learnmore>.

# TECH AND CIVIC LIFE GRANT

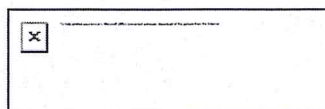
15-20- -00

				<u>\$ 11,173.50</u>
Daily pay		pay		balance
Early Vote	22	\$ 50.00	\$ 1,100.00	\$ 10,073.50
AB Day AM	12	\$ 25.00	\$ 300.00	\$ 9,773.50
AB Day PM	5 plus kay	\$ 25.00	\$ 125.00	\$ 9,648.50
E Day	53 poll workers	\$ 100.00	\$ 5,300.00	\$ 4,348.50
	4 interpreters	\$ 100.00	\$ 400.00	\$ 3,948.50
	3 bailiffs	\$ 100.00	\$ 300.00	\$ 3,648.50
	6 registrars	\$ 100.00	\$ 600.00	\$ 3,048.50
	3 greeters	\$ 100.00	\$ 300.00	\$ 2,748.50
EE days	11 Dana	\$ 48.00	\$ 528.00	\$ 2,220.50
	11 Susan	\$ 48.00	\$ 528.00	\$ 1,692.50
	11 Divina	\$ 48.00	\$ 528.00	\$ 1,164.50
	10 Chelsea	\$ 48.00	\$ 480.00	\$ 684.50
	11 Laurie	\$ 48.00	\$ 528.00	\$ 156.50
	2 Kay	\$ 48.00	\$ 96.00	\$ 60.50
	1 Mitzi	\$ 48.00	\$ 48.00	\$ 12.50

## Tonya Page

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**From:** JotForm <grants@techandcivicliflife.org>  
**Sent:** Thursday, October 08, 2020 2:04 PM  
**To:** Minidoka Clerk  
**Subject:** Thank you! We've received your CTCL COVID-19 Response Grant Application.



### CTCL COVID-19 Response Grant Application

Who is completing this grant application? Tonya Page

What is your title? Clerk of the District Court

What type of jurisdiction are you submitting an application on behalf of? County

County or Parish Name Minidoka

I certify that I am permitted to submit this grant request on behalf of the jurisdiction listed above. Yes

Your initials tp

Today's Date 10-08-2020

What number can we reach you at during business hours? (208) 4367180

Office Mailing Address Street Address: 715 G Street  
Street Address Line 2: PO Box 368  
City: Rupert  
State / Province: ID  
Postal / Zip Code: 83350

What is the email address you use for work? minidokaclerk@co.minidoka.id.us

Share a link to an official government page that contains your bio or lists you in a staff directory [www.minidoka.id.us](http://www.minidoka.id.us)

How many active registered voters does your jurisdiction have? 8576

Number 2



## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)

**Minidoka County**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☒ Other (see instructions) ▶

**Government Entity**

☐ Exempt payee

Address (number, street, and apt. or suite no.)

**PO Box 368**

City, state, and ZIP code

**Rupert, ID. 83350**

List account number(s) here (optional)

Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Employer identification number

8 2 - 6 0 0 0 3 1 0

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign  
Here

Signature of  
U.S. person ▶

*Chris Page*

Date ▶ *Oct 8, 2020*

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

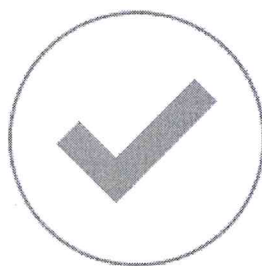
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



## Thank You!

Thank you for submitting your CTCL COVID-19 Response Grant application. You will receive an email confirming receipt of your application from [grants@techandcivicliflife.org](mailto:grants@techandcivicliflife.org) via JotForm.com. Please check your spam folder if you are unable to find it.

After reviewing your request and confirming eligibility, we will be in touch to discuss next steps. We expect to reach out within 2 weeks. If we experience delays to our timeline, we will post updates at <https://www.techandcivicliflife.org/grants/>

For answers to Frequently Asked Questions please visit <https://www.techandcivicliflife.org/grants/>

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## EXPENDITURE ACTIVITY SUMMARY

FISCAL YEAR 2020 FROM 10/01/2019 TO 09/30/2020 FUND 0001 DEPT 0015  
100% OF FISCAL YEAR ELAPSEDFUND 0001 GENERAL FUND (CURRENT EXPENSE)  
-15 ELECTIONS

Acct No.	Account Description	Original	Actual Budget	% Of	EXPENDITURES			Budget
		Budget Amt	With Changes Budget	Prior	Current	Total	Percent	
0401-0000	SALARIES	0.00						
0401-0002	SALARIES - DEPUTIES	33,150.00	33,150.00		33,086.68	33,086.68	100%	63.32
0401-0004	SALARIES - EXTRA HELP	7,000.00	7,000.00					7,000.00
401	ACCT SUBTOTAL:	40,150.00	40,150.00	*	33,086.68	33,086.68	82%	7,063.32
Total 'A' Expenses -- Salaries:		40,150.00	40,150.00		33,086.68	33,086.68	82%	7,063.32
0410-0000	RETIREMENT	5,200.00	5,200.00		3,950.67	3,950.67	76%	1,249.33
0411-0000	SOCIAL SECURITY	3,100.00	3,100.00		2,381.27	2,381.27	77%	718.73
0412-0000	LIFE INSURANCE	40.00	40.00		39.60	39.60	99%	0.40
0413-0000	MEDICAL INSURANCE	12,700.00	12,700.00		10,099.33	10,099.33	80%	2,600.67
0414-0000	WORKMAN'S COMPENSATION INSUR	0.00						
0415-0000	STATE UNEMPLOYMENT	0.00						
Total 'D' Expenses -- Benefits:		21,040.00	21,040.00		16,470.87	16,470.87	78%	4,569.13
0416-0000	WORKMAN'S COMPENSATION INSUR.							
0429-0000	FRINGE BENEFITS	0.00						
0429-0001	SOCIAL SECURITY							
0429-0002	RETIREMENT							
0429-0003	HEALTH INSURANCE							
0429-0004	LIFE INSURANCE							
429	ACCT SUBTOTAL:	*	*	*	*	*	*	*
0440-0000	SUPPLIES	0.00						
0440-0001	SUPPLIES - CONSUMABLE	500.00	500.00		510.54	510.54	102%	(10.54)
0440-0002	SUPPLIES - REUSABLE	500.00	500.00		229.99	229.99	46%	270.01
0440-0003	SUPPLIES - SPECIAL ORDER	12,000.00	12,000.00		8,141.93	8,141.93	68%	3,858.07
0440-0005	SUPPLIES - COPIER	200.00	200.00					200.00
440	ACCT SUBTOTAL:	13,200.00	13,200.00	*	8,882.46	8,882.46	67%	4,317.54
0489-0000	PROFESSIONAL SVC- OTHER	0.00						
0499-0000	REP/MAINT-MNTCE CONTRACT	4,300.00	4,300.00		4,485.72	4,485.72	104%	(185.72)
0542-0000	POSTAGE	500.00	500.00		154.50	154.50	31%	345.50
0544-0002	PRINTING - LEGALS	2,000.00	2,000.00		265.50	265.50	13%	1,734.50
0550-0000	SUBSCRIPTIONS	0.00						
0559-0000	OTHER MISCELLANEOUS EXPENSES	1,000.00	1,000.00		197.19	197.19	20%	802.81
0560-0003	EDUCATION - TRAVEL	1,000.00	1,000.00		867.26	867.26	87%	132.74
0562-0000	POWERERS	60.00	60.00		124.80	124.80	208%	(64.80)



# EXPENDITURE ACTIVITY SUMMARY

FISCAL YEAR 2020 FROM 10/01/2019 TO 09/30/2020 FUND 0001 DEPT 0015  
100% OF FISCAL YEAR ELAPSED

## Grand Totals:

Total 'A' Expenses -- Salaries:	40,150.00	40,150.00	21%	33,086.68	33,086.68	82%	7,063.32
Total 'D' Expenses -- Benefits:	21,040.00	21,040.00	11%	16,470.87	16,470.87	78%	4,569.13
Total 'B' Expenses -- Expenses:	50,335.00	50,335.00	26%	24,022.43	24,022.43	48%	26,312.57
Total 'C' Expenses -- Capital Outlay:	42,000.00	42,000.00	21%				42,000.00
	153,525.00	153,525.00	100%	73,579.98	73,579.98	48%	79,945.02

\*\*\*\*\*END OF REPORT\*\*\*\*\*

*Poll Worker hazard pay*

CENTER FOR  
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CIVIC LIFE

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ELECTION OFFICIALS

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## COVID-19 RESPONSE GRANTS

We provide funding to  
U.S. local election offices  
to help ensure they have  
the critical resources they  
need to safely serve  
every voter in 2020.

The Center for Tech and Civic Life (CTCL) is excited to expand our COVID-19 Response Grant program to all U.S. local election jurisdictions. Backed by a generous \$250M contribution, CTCL will provide grants to local election jurisdictions across the country to help ensure you have the staffing, training, and equipment necessary so this November every eligible voter can participate in a safe and timely way and have their vote counted.

foundations, individual donors, and through earned revenue. By law, CTCL's financial 990s are available for public review.

Grant funds will be disbursed from the Center for Tech and Civic Life.

### Who do I reach out to with questions about the grant program?

Contact [help@techandcivicliflife.org](mailto:help@techandcivicliflife.org) with any questions about the grant program.

### What kind of election expenses do the grant funds cover?

Election offices can use the funds to cover certain 2020 expenses incurred between June 15, 2020 and December 31, 2020. These include, but are not limited to, the costs associated with the safe administration of the following examples of election responsibilities.

#### **Ensure Safe, Efficient Election Day Administration**

- Maintain open in-person polling places on Election Day
- Procure Personal Protective Equipment (PPE) and personal disinfectant to protect election officials and voters from COVID-19
- Support and expand drive-thru voting, including purchase of additional signage, tents, traffic control, walkie-talkies, and safety measures

#### **Expand Voter Education & Outreach Efforts**

- Publish reminders for voters to verify and update their address, or other voter registration information, prior to the election



## Is this a matching funds grant?

Matching funds are not required to apply for this grant.

## What if I share election responsibilities with another local government office?

If you share election responsibilities with another local government office, you are encouraged to submit one combined application for grant funds. This means you'll coordinate with your other local government offices.

## What information does my office need to provide in the grant application?

You will need to provide the following information in your grant application:

- Number of active registered voters in the election office jurisdiction as of September 1, 2020 = 7500<sup>+</sup>  
Oct 8, 2020 = 8576
- Number of full-time staff (or equivalent) on the election team as of September 1, 2020
- Election office 2020 budget as of September 1, 2020
- Election office W-9
- Local government body who needs to approve the grant funding (if any)
- What government official or government agency the grant agreement should be addressed to

## Who should submit the application for my election office?

You'll need to submit your grant report by January 31, 2021.



CENTER FOR  
TECH AND  
CIVIC LIFE

hello@techandcivicliflife.org

Media Inquiries:

Email -

press@techandcivicliflife.org

Phone - (872) 204-5714

Sign up for our email of election  
administration  
best practices, ELECTricity.

First Name

Email Address

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CENTER FOR  
TECH AND  
CIVIC LIFE

October 9, 2020

Minidoka County, Idaho  
Minidoka County Chairman  
PO Box 368  
Rupert, ID 83350

Dear Kent McClellan,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Minidoka County, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Minidoka County ("Grantee").

The following is a description of the grant:

**AMOUNT OF GRANT:** \$11,173.50 USD

**PURPOSE:** The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Minidoka County in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.



3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Poll worker recruitment funds, hazard pay, and/or training expenses and Polling place rental and cleaning expenses for early voting or Election Day. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the County Clerk ("the Election Department") or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.

Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601  
[HELLO@TECHANDCIVICLIFE.ORG](mailto:HELLO@TECHANDCIVICLIFE.ORG)

representative of Grantee sign below, and return a scanned copy of this letter to us by email at [grants@techandcivicliflife.org](mailto:grants@techandcivicliflife.org).

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,

*Tiana m. johnson*

Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601  
[HELLO@TECHANDCIVICLIFE.ORG](mailto:HELLO@TECHANDCIVICLIFE.ORG)

GRANTEE

By: \_\_\_\_\_

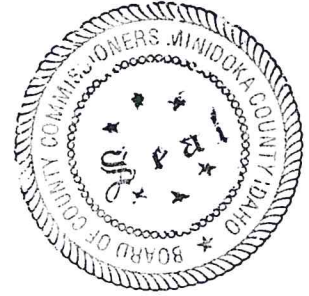
*[Handwritten signature]*

Title: \_\_\_\_\_

*Chairman, Board of County Commissioners*

Date: \_\_\_\_\_

*Nov 2, 2020*



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
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