

Grant Program Special Conditions:

In the executed grant agreement, grantees must agree to the following special provisions of the AZVoteSafe Program:

1. Grantee agrees that in any publications, marketing, voter outreach, or educational materials (written, visual, or sound), the election official's name but not likeness is permitted and must utilize guidance from the [U.S. Election Assistance Commission](#), the [Election Management Resources](#), and adhere to the following guidelines:
 - a. For print media or mail, the size of font used for the election official's name must not exceed a height of more than ¼ inch, unless it is included in the organization masthead or letterhead, where it may not exceed ½ inch in height.
 - b. The use of the election official's party information/affiliation outside of identifying a primary election is prohibited.
2. If the Grantee is utilizing grant funds to purchase, lease, or rent mobile voting units, the Board of Supervisors must approve: (a) the use of the mobile unit(s) for voting purposes for each election; and (b) the locations and dates on which mobile unit(s) will be used for voting purposes in the election. The County Recorder must promptly publicize the approved locations and dates, including posting the information on the County Recorder's website. The Board of Supervisors may authorize the County Recorder to make necessary modifications to the approved locations and dates for good cause. If such modifications are made, the County Recorder shall promptly notify the Board of Supervisors and update any public postings of the locations and dates. The County Recorder shall ensure that mobile voting units are utilized and operated in a manner that provides meaningful access and accommodations for voters with disabilities and, to the extent practicable, provides reasonable access to political party observers, allows political activity outside of the seventy-five foot limit prescribed by [A.R.S. 16-515](#), and complies with the provisions of [A.R.S. 16-615](#) related to the secure delivery of returns.
3. If the Grantee is utilizing grant funds to purchase, lease, or rent mobile voting units or non-traditional voting locations, the Grantee agrees to provide all contract materials, an address of where the units are located, supporting documentation that these locations have been approved by the respective county's Board of Supervisors, and a plan of how the Grantee or Sub-grantee will communicate the location and hours with the public.
4. If the Grantee is utilizing grant funds to pay for poll worker expenses, the Grantee must comply with all provisions of [A.R.S. 16-531](#).
5. Grantee agrees that grant funds will be used in accordance with applicable program rules, guidelines and special conditions.
6. Grantee agrees that activities funded under this award will be closely coordinated with related activities supported by the AZVoteSafe Funds. Grant funds may only be used for the purposes in the Grantee's approved application. Grantee shall not undertake any work or activities not described in the grant application, including staff, equipment, or other goods or services without prior consultation with the ERMT.
7. Grantee agrees that it will submit financial and activity reports to the Governor's Office in a format provided by the Office, documenting the activities supported by these grant

funds and providing an assessment of the impact of these activities which may include documentation of project milestones. In the event reports are not received on or before the indicated date(s), funding may be suspended until such time as delinquent report(s) are received. Extensions for financial and activity reports may be requested by emailing ospber@az.gov. Financial reports must include all supporting documentation related to the request for reimbursement.

- a. Supporting documentation, includes but is not limited to receipts, contracts, purchase orders, invoices, proofs of marketing materials, written explanation of expenditures, etc.
 - b. If the Grantee is utilizing grant funds to purchase marketing, voter outreach, or educational materials, the grantee agrees that they will provide all contractual agreements and the following information: the name of the vendor utilized for the materials, the type of marketing, voter outreach or educational material (written, visual, sound, etc), and the geographic location and demographics of the target recipients of said materials.
8. Grantee agrees funds shall not be used to supplant Federal, state, county or local funds that would otherwise be made available for such purposes. Supplanting means the deliberate reduction of state or local funds because of the existence of any grant funds.
9. Grantee agrees to cooperate with any assessments, evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
10. Grantee acknowledges any expenditures which have occurred outside of the approved budget are done so at the risk of the grantee and are not guaranteed reimbursement by the AZVoteSafe grant program.
11. Grantee acknowledges any expenditures not approved in the grant application or financial reports submitted are not reimbursable by the AZVoteSafe grant program.
12. Grantee agrees it may not utilize funding to create subgrants unless pre-approval has been given by the Governor's Office.
13. Grantee must maintain inventory records of all property purchased with grant funds. Disposition of this property shall be in accordance with [2 CFR § 200.313](#).
14. Grantee understands record retention is subject to [2 CFR §215.53](#).