



**OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS**



June 8, 2021

Honorable Commissioners Court
1001 Preston, 9th Floor
Houston, Texas 77002

Re: Request by the Office of Elections Administrator for approval to accept grant funds from the Houston Endowment in the amount of \$1,000,000 for project support toward increasing transparency, enhancing delivery of services utilizing data, and building internal training capacity of the Harris County Elections Administrator's Office.

Dear Court Members,

The Harris County Elections Administrator requests approval to accept grant funds from the Houston Endowment in the amount of \$1,000,000 for project support toward increasing transparency, enhancing delivery of services utilizing data, and building internal training capacity of the Harris County Elections Administrator's Office.

Sincerely,

A handwritten signature in black ink, appearing to read "Isabel Longoria".

**Isabel Longoria
Elections Administrator
Harris County, Texas**

IL/tj



HARRIS COUNTY, TEXAS

Office of Budget Management 1001 Preston; Suite 500 Houston, TX 77002 713-274-1135
Grants Coordination Section - Conveyance Form Application Award

Department Name / Number	DUNS	Grant Title
Elections Administration - 520	Not Applicable	Harris County Elections Administrator Enhancements Project
Funding Source: Houston Endowment, Inc.: CFDA# N/A	Grant Agency: Houston Endowment, Inc.	
Program Year: 1 st	Program Ending:	
Grant Begin Date: 08/01/2021	Grant End Date: 08/31/2022	
Grant Org. Key:	If applicable, Prior Year Org. Key: N/A	

Grant Description:

Houston Endowment is a private philanthropic institution that enhances the vibrancy of greater Houston and advances equity of opportunity for its citizens. The Foundation's mission encompasses two overarching and interconnected areas: Enhancing the vibrancy of greater Houston; and advancing equity of opportunity for the people who live in the region.

	Total Budget	Grant Funded	County Funded
Salary & Benefits	\$225,435.00	\$225,435.00	\$0.00
Non-Labor	\$774,565.00	\$774,565.00	\$0.00
Sub Tot. Incremental Cost	\$1,000,000.00	\$1,000,000.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00*
TOTALS	\$1,000,000.00	\$1,000,000.00	\$0.00

* under development

Full Time Equivalent Positions

Date Guidelines are Available

% of Positions Paid by Grant

Grant Submittal Deadline Date

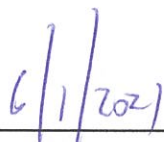
Grant Discussion:

This award provides support by the grantor for the Department's and Commissioners Court's strategic goals with regard to enhancing service delivery to constituents using data, improving transparency, and building new tools to help achieve the goals. Budget is provided for investments technology such as data visualization software and replacement of an Elections Management System; as well as for volunteer management, community outreach and modernization of training capabilities. There is no match requirement.

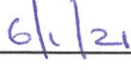
County Funded Cost Projection

Year	Required	Discretionary
2022	-	-
2023	-	-
2024	-	-
2025	-	-
2026	-	-

Completed by:  Cadow, Eric

Date:  6/1/2021

Reviewed by: 

Date:  6/1/21

ORDER

STATE OF TEXAS

COUNTY OF HARRIS

On this, the 8th day of June, 2021, the Commissioners' Court of Harris County, Texas, sitting as the governing body of Harris County, upon motion of Commissioner _____, seconded by Commissioner _____, duly put and carried,

IT IS ORDERED that County Judge Lina Hidalgo or her designee be hereby authorized to approve, and on behalf of Harris County, Texas, to accept grant funds from the Houston Endowment:

Harris County Elections Administrator Enhancements Project

Award Amount:	\$1,000,000
Period of Grant:	8/1/21 – 8/31/22

Grant Agreement

May 18, 2021

Dear Isabel Longoria,

It is my pleasure to inform you that the Board of Directors of Houston Endowment Inc. (the “Foundation” or “Grantor”) has authorized a grant of \$1,000,000 to Harris County subject to Grantee’s acceptance of the terms and conditions below and contained in Exhibit A as follows (collectively, the “Agreement”):

THE GRANTEE AND GRANTOR (AS SET FORTH BELOW) AGREE AS FOLLOWS:

GRANTEE: Harris County

Isabel Longoria
Elections Administrator
Harris County Elections Administrator’s Office
1001 Preston Street
Houston, Texas 77002

GRANTOR: Houston Endowment Inc.
600 Travis
Suite 6400
Houston, Texas 77002

GRANT AMOUNT: \$1,000,000

TYPE OF GRANT: Restricted

Restricted Grants: shall be used only for the specific Purpose as set forth in the REASON FOR SUPPORT below.

REASON FOR SUPPORT: Project support toward increasing transparency, enhancing delivery of services utilizing data, and building internal training capacity of the Harris County Elections Administrator’s Office in accordance with the activities matching the project budget descriptions contained in and attached as Exhibit B (the “Purpose”).

REFERENCE NUMBER: 31726 - Please refer to this reference number for future communications as it will serve as the identification number for this grant.

PAYMENT TERMS: After receipt by the Foundation of a fully executed copy of this Agreement and all other documents as described below, grant funds will be paid as set forth in the Payment Schedule below, provided Grantee is in compliance with all terms and conditions of this Agreement at the time of each scheduled payment. The Payment Schedule Dates listed may be amended from time to time in the Foundation’s sole discretion. If any Payment Contingency or Required Deliverable are completed prior to a Deliverable Due Date, Grantor may, within its sole discretion, choose to make a payment earlier than the Payment Schedule Date.

PAYMENT SCHEDULE: Payments are scheduled to be disbursed as set forth below (the “Payment Schedule”):

Payment Number	Payment Schedule Date	Amount
1	07/31/2021	\$1,000,000

PAYMENT CONTINGENCIES: The Foundation has placed additional requirements on individual payments, as indicated in the table below (the “Payment Contingency Schedule”). Payment Contingencies must be met by the Deliverable Due Date and may require additional documentation. Should you have any questions about the Payment Contingencies Schedule, please contact your assigned program officer.

Payment Number	Deliverable Due Date	Payment Contingency
1	06/30/2021	Contract Returned

REQUIRED DOCUMENTATION: Grantee agrees to furnish the Foundation the required forms and/or reports (“Required Deliverables”) by the Deliverable Due Date listed in the Requirement Schedule below (the “Requirement Schedule”).

REQUIREMENT SCHEDULE:

Deliverable Due Date	Required Deliverable
08/31/2022	Summative Report
08/31/2022	Unspent Funds Form

The Foundation reserves the right to amend a Deliverable Due Date; if a Deliverable Due Date has changed, Grantee will be notified in writing, which may include electronic mail, and given at least 30 days to complete the Required Deliverable. Failure to submit a Form or meet a Payment Contingency may result in a change in the Payment Schedule and possible cancellation of the grant. Failure to submit any other requirements may negatively impact future funding requests from Grantee. Additional documentation may be required within the sole discretion of the Foundation.

Additional details about required forms and reports:

- Payment Eligibility Forms shall be submitted for each year, following the first payment, in which Grantee expects a payment, as outlined in the Payment Schedule.
- Unspent Funds Forms shall be submitted for restricted grants, after the final payment unless otherwise mutually agreed upon by the Grantor and Grantee. If any Foundation funds in excess of \$999.99 remain, the balance of such funds must be returned to the Foundation, unless otherwise agreed to by the Foundation.
- Formative and/or Summative Reports, if required, shall be submitted by the Deliverable Due Date specified. The information requested in Formative and/or Summative Reports will be developed over the course of the grant term and provided to Grantee prior to the Deliverable Due Date. Typically, reports will request updates on the effective use of grant funds and/or the impact of the specific project or program for which the grant funds were awarded.

PUBLICATIONS: Proposed releases for external publication or broadcasting (e.g. press releases) containing information about this grant must be submitted to the Foundation for approval. Grantee may not use the name, trademark, logo, symbol, or other image or trade name of the Foundation or its employees in any advertisement, promotion, or other form of publicity or news release or that in any way implies endorsement without the prior written consent of the Foundation. In addition, Grantee agrees to forward to the Foundation copies of any news releases, published materials, or media articles mentioning this grant which come to Grantee's notice or attention.

Foundation retains the right to include or not include information relating to this grant on their respective websites, in periodic reports and newsletters and other materials issued by or on behalf of their organizations and to any public media. The Foundation may include any photographs Grantee may have provided, Grantee's logo or trademark, or other information or materials about Grantee and its activities in such materials. The Foundation will make a good faith effort to seek consent of the Grantee and/or provide advance notice if the Grantee is featured prominently in such materials.

Furthermore, the Foundation desires that all resources of Grantee be dedicated to accomplishing its charitable purposes. Accordingly, Grantee agrees not to recognize the Foundation, its board members or staff, or this grant with certificates, plaques, or similar mementos.

Should you have any questions, please email Erin Forssman (eforssman@houstonendowment.org) and Cynthia Hurrington (churrington@houstonendowment.org).

USE OF NAME: Grantee acknowledges that the name and mark "Houston Endowment Inc." and all variations thereof are the sole and exclusive property of the Foundation, that any and all uses of the Houston Endowment Inc. name by Grantee shall inure solely to the benefit of the Foundation, and that Grantee shall not acquire any right, title or interest in Houston Endowment Inc. All uses by Grantee in any manner shall be subject to inspection by and approval of the Foundation, which approval may be granted or withheld in the sole and absolute discretion of the Foundation if not in accordance with the PUBLICATIONS section

herein. The Foundation may require that at any time, Grantee immediately discontinue and forever thereafter desist from any and all use of “Houston Endowment Inc.” and/or either destroy or deliver to the Foundation, at no charge to the Foundation, stationery, brochures, proposed paid media and other similar materials bearing Houston Endowment Inc. that are in the possession or control of Grantee.

RIGHT TO DISCONTINUE FUNDING: The Foundation may, in its sole discretion, discontinue or suspend funding or demand return of any unspent funds based on reasons including, but not limited to, the following:

- (a) the reports required herein are not submitted to the Foundation on a timely basis;
- (b) the reports do not comply with the terms of this Agreement or fail to contain adequate information to allow the Foundation to determine if the funds have been used for their intended Purpose;
- (c) grant funds have not been used for their intended Purpose or have been used in a manner inconsistent with the terms of this Agreement;
- (d) a payment has been made that may, in the judgment of the Foundation, expose the Foundation to liability, adverse tax consequences, or constitutes a taxable expenditure;
- (e) action has been taken by Grantee which, in the Foundation’s sole discretion, could reasonably result in public disrepute;
- (f) the Purpose for which the grant was made can no longer be accomplished; or
- (g) the Foundation, in its sole discretion, is not satisfied with the progress of the activities funded by the grant or compliance with any contingency requirement.

The Foundation will provide notice of any determinations made under this paragraph. In the event the Foundation takes action permitted by this paragraph solely based on (f) and (g), and Grantee provides documentation that it has incurred obligations consistent with the terms of the grant in good faith reliance on this Agreement and the approved budget, the Foundation will consider permitting grant funds to be used to pay such obligations.

Any violation of the terms and conditions set forth herein will permit the Foundation to terminate any and all obligations with respect to further distributions, whether to be made as part of this grant or any other approved grant from the Foundation. Grantee will repay the Foundation, upon demand, the amount of any funds spent for purposes inconsistent with or contrary to this Agreement or the approved budget.

NOTICE OF CHANGES: Grantee is required to notify the assigned program officer within 30 days of Grantee's knowledge regarding any material changes which could affect the Purpose or administration of the grant, including but not limited to the following:

- (a) change in Grantee's tax-exempt status;
- (b) Grantee's inability to expend the grant funds for the Purpose;
- (c) any expenditure from grant funds not made in furtherance of the Purpose;
- (d) any change in organizational leadership;
- (e) any change in leadership of the project for which funds were granted, if appropriate;
- (f) change in 20 percent or more of board members;
- (g) any change in address or contact information; or
- (h) any adverse event which may affect ongoing operations.

DUE AUTHORITY: The person(s) signing this Agreement on behalf of Grantee represents and warrants to the Foundation that s/he is a duly authorized officer of Grantee and has requisite legal power and authority to execute this Agreement on behalf of Grantee and bind Grantee to the obligations herein.

By execution below, you agree to be subject to this Agreement in its entirety, specifically including the OTHER TERMS AND CONDITIONS as listed in Exhibit A, attached hereto and made a part of this Agreement.

Very truly yours,



Ann B. Stern
President and CEO

Accepted and Agreed:

By: _____

Name

Signature

Title

Acceptance Date

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and date on page 1 of this Agreement.

EXHIBIT A

OTHER TERMS AND CONDITIONS:

1. These Other Terms and Conditions shall supplement those terms and conditions above.
2. **USE OF FUNDS:** If a Restricted Grant, this grant is made only for the Purpose stated in this Agreement. Grantee agrees to obtain the Foundation's prior approval in writing should there be any material changes or variances to the Purpose or the approved budget, at any point during the course of this grant. Furthermore, Grantee agrees to keep financial and other records to adequately document that the funds were used exclusively for the grant's Purpose. Grantee agrees to supply the Foundation with such information as the Foundation may request to review the use of these grant funds and their effect upon the public charity status of Grantee.

Grantee confirms that this project is under its complete control. Grantee further confirms that it has and will exercise control over the process of selecting any subcontractor or consultant, that the decision made or that will be made on any such selection is completely independent of the Foundation and that there does not exist an agreement, written or oral, under which the Foundation has caused or may cause the selection of a subcontractor or consultant.

3. **LIMITATIONS ON USE OF FUNDS:**
 - (a) In connection with the activities to be funded under this grant, Grantee acknowledges that it is responsible for complying with all relevant laws and regulations related to such activities.
 - (b) Grantee hereby agrees not to use the grant funds for any purpose prohibited by law, including those purposes specified in Section 4945 of the Internal Revenue Code. Furthermore, Grantee acknowledges grant funds have not been earmarked by the Foundation to (i) carry on propaganda, (ii) lobby or (iii) otherwise attempt to influence legislation or to conduct any activities described in Sections 4945(d) and (e) of the United States Internal Revenue Code and the Treasury Regulations thereunder. Grantee confirms it will not use any of the funds to intervene for or in opposition to a candidate for elective public office or to carry on a voter registration drive not permitted under 4945(f). Further questions regarding impermissible activities should be directed to Grantee's tax or legal advisor.
 - (c) Grantee agrees that Foundation grant funds will be used in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders, including but not limited to the USA Patriot Act of 2001 and Executive Order No. 13224.
4. **RECORDS/RIGHT TO AUDIT:** Grantee shall maintain an accurate record of the grant received and all expenses incurred under this grant. Furthermore, at the request of the Foundation, Grantee shall

permit reasonable access to its files, records, and personnel by the Foundation (or its designated representative) for the purpose of making financial audits, evaluations or verifications, program evaluations, or other verifications concerning this grant as the Foundation deems necessary.

5. **U.S. TAX STATUS:** By countersigning this agreement, Grantee confirms and warrants that (i) it currently is a public charity described in Section 501(c)(3) of the Code other than as described in Chapter 26 of the Code of Federal Regulations Section 1.509(a)-4(i)(5) and has received its Section 501(c)(3) determination from the Internal Revenue Service (the “IRS”) or a governmental unit described in Section 170(c) of the Code (not a private foundation or a private operating foundation), and (ii) receipt of this grant will not adversely affect Grantee’s current status as a public charity, as defined in Sections 509(a)(1) or 509(a)(2) of the Code, as applicable, by causing it to fail to satisfy one of the public support tests under Treas. Reg. 1.509(a)-3.

Grantee agrees to notify the Foundation immediately with any information if Grantee’s determination or status under the Code is revoked or modified during the course of this grant. No payment hereunder shall be required to be made at any time following such revocation or modification. Grantee acknowledges that (a) any questions or concerns regarding its tax status or the impact of this grant on its tax status should be directed to Grantee’s tax or legal advisor, and (b) Grantee has not relied (and will not rely) on the Foundation or its directors, officers, employees, or agents for legal or tax advice.

6. **AMENDMENT:** This Agreement may not be modified or amended except by written agreement executed by both parties.
7. **CONFIDENTIALITY:** Grantee agrees it will use any information deemed confidential by the Foundation solely in furtherance of the Purpose.
8. **NO ASSIGNMENT:** Grantee may not assign or otherwise transfer its rights or delegate any of its obligations under this grant without prior written approval from the Foundation.
9. **NO FURTHER COMMITMENT FOR FUNDING:** Grantee acknowledges that the receipt of this grant does not imply a commitment on behalf of the Foundation to continue funding beyond the terms listed in this Agreement.
10. **GOVERNING LAW:** This Agreement shall be governed by the laws of the State of Texas without regard to the conflict of laws provisions thereof, regardless of the place of execution or performance.

Any legal proceeding brought in connection with disputes relating to or arising out of this Agreement will be filed and heard in Harris County, Texas, and each party waives any objection that it might raise to venue as inconvenient.

11. **DISPUTE RESOLUTION:** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the parties shall use their best efforts to settle the

dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties.

If the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) before resorting to arbitration, litigation, or some other dispute resolution procedure. The AAA will choose a mediator within seven (7) days from referral of the matter to AAA and payment of AAA fees. The mediator shall be an experienced practicing attorney who has no conflicts of interest. All expenses shall be divided equally between the parties. Mediation shall be conducted within thirty (30) days after appointment of the mediator and is to be completed over no more than two business days, unless otherwise mutually agreed upon. All procedures shall be set by the mediator. The results of mediation are non-binding, advisory, and confidential, and the mediator's recommendations, as well as the written or oral evidence produced from mediation, shall not be admissible for any purpose for or against the parties in any later alternative dispute resolution, administrative or legal proceeding.

12. **INDEMNIFICATION:** To the extent permitted by the Constitution and laws of the State of Texas, Grantee shall defend, indemnify, and hold the Foundation, its directors, officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of its performance of this Agreement but only in proportion to and to the extent such liability, loss, expenses, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Grantee, its officers, agents, or employees.
13. **NO WAIVER:** Failure of the Foundation to exercise any rights in this Agreement does not waive any right in this Agreement by the Foundation.
14. **SURVIVAL:** Any provisions of the Agreement that by their nature extend beyond termination will remain in effect in accordance with their terms. Without limitation, the following sections of these Other Terms and Conditions shall survive expiration or termination of the Agreement: 2, 3, 4, 7, 10, 11, and 12.
15. **HEADINGS:** The section headings in this Agreement are for convenience only and are not intended, and shall not be construed, to alter, limit or enlarge in any way the scope or meaning of the language contained in this Agreement.
16. **ENTIRE AGREEMENT:** This Agreement represents the entire agreement between Grantee and the Foundation with respect to the subject matter herein and supersedes any and all prior agreements, understandings, negotiations, representations and discussions with respect thereto. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

PROJECT BUDGET:



OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS



Dear Members of the Board:

In 2020, Harris County Commissioners Court created the Office of Elections Administrator and appointed Isabel Longoria as the County Elections Administrator. The EA Office executes the elections and voter registration functions previously covered by the Harris County Clerk and the Tax Assessor-Collector. Our goal is to serve Harris County residents by providing essential voter registration and election services in an equitable, accessible, secure, and transparent manner.

In November of 2020 Commissioners Court approved funding to begin the fiscal transition of the Office of Elections Administrator. This funding included monies necessary to fund positions allocated to the Office of Elections Administrator and the addition of Administrative Director, Chief of Staff and other administrative positions. In the initial transfer of employees, the Office of Elections Administrator was transferred 21 positions from the Tax Office and 85 positions from the County Clerk. These positions were ones identified as “100% devoted to elections” in a transition plan memo from the County Attorney’s office dated August 5, 2020, which excluded people who spent the majority of time on elections or voter registration but not exclusively so. On January 16th, 2021, ten additional positions were transferred from those offices to cover some functions relations to IT, payroll, purchasing, outreach, and district mapping. Though the office is able to continue the basic functions of elections and voter registration there is a lack of high level technical expertise for expanded data projects.

Strategic Goals

The Office of Elections Administrator has begun strategic planning and has identified over 30 initiatives to help improve service delivery to constituents and office operations. At the forefront of these initiatives is improving government transparency, improving service delivery utilizing data, and building internal and external tools to help achieve those goals. As Harris County continues to grow and diversify, it is essential to attain and analyze impartial demographic data to ensure policy decisions are equitable and economically justifiable.

Open Data

In the past, the County Clerks Elections Division and the Tax Assessor’s Voter Registration Division have provided some limited datasets on their website that were difficult to find and



**OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS**



unhelpful to civic groups for their own strategic planning purposes. The Office of Elections Administrator wishes to change this practice and create an innovative, industry-standard open data portal. The move to open data portals would follow the precedent set by other large metroplexes: New York City, Los Angeles, San Francisco. Data could be used by residents partners alike, without the need for a formal Public Information Request, to hold us all accountable in promoting civic engagement in Harris County.

Dashboards & Analytics

In addition to providing access to raw data, our office will build useful and easily manageable data reporting dashboards. By making data easy to use, we make it accessible to the public and other partners outside who may wish to hold our office accountable without access to data analysts of their own. Data dashboards will not only be able to provide visualizations of elections and registration data for partners and the public, but our office can use them as well for insights into historical trends, progress to goals, and modeled targeting for activities like voter registration.

Voting Innovations & Initiatives

In addition to the above, our office is exploring additional items to fulfill our V.O.T.E. initiative goals to help improve service delivery to constituents and office operations. These items are related to the overall improvement our election management system, training, management of VDVRs, and the implementation of new voting machines.

Proposed Solutions

Data Analytics & Programming Team

To implement strategies related to increasing government transparency, improving service delivery utilizing data, and building internal and external data tools to improve election and voter registration efficiency, the creation of a two-person Data Analytics/Programming team is necessary. This team will manage EAD data, create/update user-friendly real-time dashboards, work with internal/external developers to create cooperative platforms (i.e. Locations/ADA mobile scorecards, GIS functionality, and website public-data rollouts), and make data-driven recommendations for the equitable focus of EAD resources. Creating this



OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS



data analytics team within the EAD office, instead of using outside contractors, will ensure that the office prioritize data and transparency as a core principal of the office as a government entity instead of the perception of a “pet project” by one leader.

Data Visualization Software

two person Data Team and platform Plot.ly is estimated to be \$275,436. This team will work with existing staff who manage current election databases and all well versed in the database administration side and can work with this team in data formatting and housing development in order to maximize data availability and action ability for development by the team. In short, this Data Team can focus on the work of accountability, transparency, and open data where our current and limited IT team is by law forced to focus solely on the administration of election and voter registration tasks. **Potential Additional Items**, our office is exploring additional items to fulfill our initiative goals to help improve service delivery to constituents and office operations. These items are related to the overall improvement our election management system, training, management of VDVRs, and our new machine launch.

VEMACS

Our office is working to replace the outdated Election Management System purchased in 2003, bringing voter rolls, registration, and internal databases into functional cloud platforms compatible with modern software. This money would be paired with county funds to implement a solution in the 2021 calendar year. Our office is currently preparing to bring an item to Commissioners Court to authorize funds to start the RFP process. This money would be paired with that to show community interest in the advancement our electoral management software that aids in the conducting safe and transparent elections.

Volunteer Management

Previously the tax office had no system of volunteer management in place to coordinate the work of thousands of VDVRs, often leaving them untapped and unconnected. In order to facilitate increased performance of VDVRs in personally registering voters across the County, our office will implement new technology to handle volunteer contact (CRM) and tools for scheduling and engaging volunteers and voters digitally and through text messages. We would consider options like Ecanvasser, Mobilize, Impactive, Quickabse, and Airtable or other similarly applicable platforms.



OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS



New Voting Machine Education

In January of 2021 Commissioners Court authorized the purchase of new election equipment for the first time in 20 year. This equipment is being initially launched to a small segment of the county for the May 1st elections and will be used in its first countywide election in November of 2021. Our office would continue relationships with communication and outreach consultants to further develop messaging on developing community trust with a new office and educating the public on the use of new, touch-screen voting machines. This money would be paired with already appropriated funds for advertising and targeted outreach opportunities.

Modernize Training Capabilities

Our office is currently building a fulltime training team. These funds would be used to build training that considers: Accessibility, Language, Tracking, Certifying/Testing, Election Workers, Call Center, Staff, Volunteers etc. while utilizing modern training methods and platforms to deliver content digitally and increase participation in trainings.

Estimated Cost

Item	Units	Cost
Data Analytics/Programmers	2	\$112,718 (\$90k per year +Harris County Benefits)
Plot.ly	1	\$50,000
Total		\$275,436



**OFFICE OF ISABEL LONGORIA
ELECTIONS ADMINISTRATOR
HARRIS COUNTY ★ STATE OF TEXAS**



Initiative Name	Description	Resource Value	Percent of Total	Priority
Data Analytics Project	This new team will implement strategies related to increasing transparency, improving service delivery utilizing data, and building internal and external data tools to improve election and voter registration efficiency	\$300,000	30%	High
VEMACs Overhaul	Replacing the outdated Election Management System, bringing voter roles, registration, internal databases into functional cloud platforms compatible with modern software	\$325,000	33%	High
Volunteer Management	In order to facilitate increased performance of VDVRs in personally registering voters across the County, our office will implement new technology to handle volunteer contact (CRM) and tools for scheduling and engaging volunteers and voters digitally and through text messages. We would consider options like Ecanvasser, Mobilize, Impactive, Quickbase, and Airtable or other similarly applicable platforms.	\$125,000	13%	Medium
Branding and Machine Launch	EA would continue relationships with communication and outreach consultants to further develop messaging on developing community trust with a new office and educating the public on the use of new, touch-screen voting machines.	\$200,000	20%	Low
Modernize Training Capabilities	Building training that considers: Accessibility, Language, Tracking, Certifying/Testing, Election Workers, Call Center, Staff, Volunteers etc.	\$50,000	5%	Low
		\$1,000,000	100%	

*Funds would not be used for Direct Voter Registration Activities

Let us know if there is any other information we can provide as you consider our proposal.

Always in service,

Respectfully,

**Elections Administrator
Harris County, Texas**