

To: Center for Technology and Civic Life
From: Nick Custodio, Deputy Commissioner
Date: August 6, 2020
Re: Funding Request for Election Systems for November General Election

Overview

The City of Philadelphia faces significant challenges in executing the November 3, 2020 general election. As the June 2 primary revealed, in November the city will essentially have to run two elections, at the same time, on an unprecedented scale: one via absentee and mail-in ballots; and a second at in-person polling places. The number of **total ballots cast is expected to be between 730,000 and 800,000**, potentially split between the two modes of voting, which will each entail special challenges.

This document offers an assessment of resources needed for Philadelphia to safely and thoroughly prepare for the general election. In addition to projecting needs based on the unique June 2 primary, turnout from past presidential elections, and the continued risks of COVID-19, this plan capitalizes on new voting procedures authorized by [Act 77 of 2019](#)¹ that should help ensure the election is safe, secure and accessible for every eligible Philadelphia voter.

In these extraordinary circumstances, to deliver a smooth voting process and a satisfactory voting experience for Philadelphia’s 1.1 million voters will require a concerted and collaborative effort. Accordingly, we have convened a working group consisting of my office, the Mayor’s Office, the Governor’s Office, other relevant public entities, and advocacy groups to work through challenges regarding implementation. Meeting this challenge will also require additional resources to the City of Philadelphia for election implementation.

A preliminary budget overview estimate on top of what is already available to the City is as follows:

Mail-in and Absentee and Processing Equipment	\$5,500,554
Satellite Election Offices for in-person mail-in voting	\$2,272,220
In-person Voting at Polling Places on Election Day	\$1,321,300
Secure Dropboxes and related needs	\$552,000
Printing and Postage and related needs	\$370,000
Total	\$10,016,074

¹ Act of Oct. 31, 2019, P.L. 552, No. 77.

Needs Assessment & Costs

The following sections outline initial details of the mailhouse-type processing operation, installation of drop boxes, additional satellite election offices for early voting, personnel needs, and the costs associated with each:

Mail-in and Absentee Equipment

Automation will be critical to efficiently and accurately manage hundreds of thousands of ballot envelopes and ballots in the 2-4 weeks leading up to Election Day and in the canvassing process afterwards and help report results faster. The following equipment is needed to relieve the 50+ staffers and extensive overtime that was utilized in the primary:

- **High-speed industrial Printer:** Printer will be used to print mail-in and absentee ballots. Currently, the City Commissioners' six (6) networked printers can produce about 15,000 ballots a day, if running optimally. A high-speed industrial printer capable of 15,000 per hour would greatly reduce the time between application approval and a voter's ballot entering the mail stream. This is particularly important around the application deadline on the Tuesday before the election. **Cost: \$987,980**
- **Specialized VBM Inserter:** An inserter combines the contents of the ballot packet and the prints addresses on the outgoing and return envelope. Ballot packs include multiple items: the ballot, instructions, return declaration envelope with the voter's information printed on it, secrecy envelope, and plain English statements of the ballot questions. An inserter rapidly folds the ballots and constructs the packets, guaranteeing the appropriate ballot is inserted for a specific voter. The inserter also prints the voter's address on the outgoing envelope and the voter's information on the return declaration envelope, information which must include the voter's name, address, ward-division, and a barcode with the same information so that the automation of the sorting equipment can read information. The inserter being requested is able to print on both sides of the envelope and include an intelligent mail barcode (IMB). The double-sided printing and applying the IBM all at once is important to increase accuracy, ensure the voter receives the correct ballot packet and improves efficiency. **Cost:\$798,895; or for two: \$1,597,790, plus \$69,500 for 2 high-speed folder.**
- **Sorters** automate the sorting of both outbound ballot packs for cheaper US Postal Service rates and inbound ballot envelopes, decreasing mailing inefficiencies and delays in opening and scanning returned ballots. The sorter also will do the voter history update scan, which is a time-consuming process currently that takes dozens of Commissioners' staffers at least a week to complete. The scan would also allow for the adjudication of declaration envelopes to be done electronically, which is significantly faster than the current hand method. Lastly, it will sort the ballots into ward and division order, a process that took 40 people several days to complete during the 2020 Primary. **Cost:\$488,592, or for two: \$977,184**

- **Extractors:** Though the Commissioners had automatic letter openers in the primary, they were not enough. The process of physically removing ballots from the envelopes took too long and took staff away from other activities and created a backlog so that the Commissioners' were unable to keep their scanners constantly going. The extractors not only cut open the ballot return and secrecy envelopes, but they also present the contents for staff to remove and immediately replace with a fresh envelope. Discarded envelopes are checked automatically to ensure their contents were removed. Twenty-two extractors, eleven for working on each envelope, will eliminate the need for any envelope opening by hand and open all anticipated ballots in three working days. **Estimated cost: ~\$660,000**
- **Ballot scanners:** Philadelphia used four Election Systems and Software (ES&S) DS450 scanners in the primary election, each of which can scan up to 72 ballots per minute. ES&S manufacturers another scanner (DS850) which can scan up to 300 ballots per minute. With the additional equipment speeding up the ballot opening process, additional scanners are needed to prevent a backlog. Philadelphia will seek to purchase 4 additional DS450s and 4 DS850s. **Cost: \$611,300.**

	<u>Total cost</u>	<u>Units</u>	<u>Unit costs</u>
Printer	\$987,980	1	\$987,980
Inserter	\$1,597,790	2	\$798,895
Sorter	\$977,187	2	\$488,592
Extractors	\$660,000	22	\$30,000
Ballot Scanners – DS850	\$411,500	4	\$102,875
Ballot Scanners – DS450	\$199,800	4	\$49,950
Highspeed Folder	\$69,500	2	\$34,750
Space for equipment	\$200,000		\$2000,000
1 year Additional Maintenance	\$334,137	1	\$334,137
Ink	\$14,060	1	\$14,060

Ballot Prep Software	\$48,600	1	\$48,600
TOTAL	\$5,500,554		

Satellite Election Offices and Ballot Drop-off Options

Act 77 of 2019 allows counties to set up multiple election offices where a voter can request an absentee or mail-in ballot, then complete and return it in the same visit.² A voter can go to any satellite office and register to vote, if needed, request a mail-in ballot in-person, receive it, vote, and return it all at the same location. In addition, voters could bring already voted ballots making the satellite offices additional drop-off locations. Early voting satellite offices will be open and fully staffed until the deadline to apply for a mail-in ballot, thereafter through Election Day they will remain open as ballot drop-off locations. They must also be sufficiently staffed with permanent staff with hazard pay to limit worker turnover, handle a surge in voters before polls open, and manage sites in a pandemic environment.

The City Commissioners already have two in-person mail-in voting locations set up at their existing offices at City Hall and 520 N. Columbus Blvd, that are fully equipped to offer these services. These two offices are both in the Center City Region. The City Commissioners would like to open up 15 additional regional offices throughout the city. However, it will require a notable investment in equipment, staff, real estate, and close collaboration with other city departments. Satellite election offices must meet the following conditions according to PA Department of State guidance:

- Staffed by trained elections staff and in a municipal or county-owned or leased property
- Connected to the Statewide Uniform Registry of Electors (SURE) system for staff to confirm voters’ registration record (via local county network or a VPN connection)
- Ability to provide any ballot style used in the election (Philadelphia has nearly 60 in the November 2020 general election)
- Secure storage for completed ballots

Cost per additional satellite location is as follows:

	Item	Quantity	Base	Total
Onetime	Voting Booths	4	\$ 165	\$ 660
Onetime	Accessibility Voting Booths	1	\$ 190	\$ 190
Onetime	Ballotar laptop and Oakie Printers	2	\$ 10,810	\$ 21,620
Recurring	ES&S Ballotar Annual Software Fee	2	\$ 880	\$ 1,760

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Recurring	Clerk 1	2	\$	33,476	\$	66,952
Recurring	Additional Regular OT	2	\$	12,400	\$	24,800
Recurring	Additional Holiday OT	2	\$	438	\$	875.00
Onetime	Temporary Employee	1	\$	6,000	\$	6,000
Onetime	Temporary Employee - OT	1	\$	1,391	\$	1,391
Onetime	Office Equipment - Folding Machine	1	\$	7,800	\$	7,800
Onetime	Computer Equipment	2	\$	750	\$	1,500
Onetime	Furniture & Furnishings	2	\$	500	\$	1,000
Onetime	Secure Ballot Box	1	\$	1,500	\$	1,500
Onetime	Signage	1	\$	500	\$	500
Total						\$ 136,548

Team Leader (4) @ \$56,000 each= \$224,000

Estimated cost to open 15 additional satellite locations - \$2,272,220

Secure Dropboxes

Installing at least **15 secure, 24-hour drop boxes** at each early vote location will help ensure that voters have some opportunity to return their ballots if it may be too late to send via USPS. (Current law does not honor postmarks.) These would be in addition to 24-hour drop boxes located at City Hall and the Voter Registration Office at Delaware and Spring Garden. **Purpose-built ballot drop boxes cost approximately \$10,000 each**, including installation, and can be more easily secured on election night to prevent ballots from being deposited after 8pm. Each box needs 24-hour video surveillance. In addition to equipment costs, courier/pick-up teams will be needed to pick up deposited ballots from 24-hour drop boxes and to monitor drop-off boxes within public facilities. Chain of custody protocols and sufficient staffing to manage higher volume prior to Election Day will be critical.

	<u>Total cost</u>	<u>Units</u>	<u>Unit costs</u>
Secure Dropbox	\$150,000	15	\$10,000
Temporary Ballot Collection Staff	\$40,000	5	\$8,000
Ballot Collection Team Leader	\$112,000	2	\$56,000
Security needs	\$250,000		

TOTAL	\$552,000
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In-person Voting at Polling Places on Election Day

The Office of the City Commissioners is working to open as many fully-staffed polling places as possible, which in pre-pandemic elections included 800+ locations and 8,515 workers. Under Act 12, Philadelphia reduced its typical 825-850 polling places (housing a total of 1,703 divisions) to 190 for the June 2 primary, staffed by approximately 2,850 workers. The consolidation plan reduced the number of polling places to 190, with 190 election boards, and 190 check-in locations. In the General Election, Philadelphia plans to stand up the city’s 1,703 divisions in 650 to 850 polling places, using as many as 3,680 voting machines. **Unlike the primary, there will be no consolidating divisions.** Each division, even if located in the same polling place as another division will have their own election board, their own set of voting machines, and their own check-in table. Health centers (2) and fire stations (31) will not be used for the General Election and must either be replaced by newly selected locations or moved to a polling place already in use by another division. Philadelphia's polling place unit is currently reaching out and contacting the owners of our polling places, preparing a list of polling places who are committed to hosting us in November and finding replacements for those that are not. While the process is still ongoing, the polling place unit has received confirmations from 590 locations, refusals from 68 locations (many of which are senior facilities), and are waiting on responses from 142 locations. 324 of the confirmed locations are public facilities such as schools; the remainder are privately owned facilities. **The Office of the City Commissioners understands CTCL’s interest in maximizing the number of polling locations and will work to identify over 800 locations. However, given the nature of Philadelphia’s neighborhoods, there are scenarios where more locations could result in voters having to travel farther to less convenient locations in order to have a higher number of total locations.** The Commissioners will make the final decisions based on ADA standards, relative distance to the division, accessibility, and voter convenience.

For each division to have a full, 5-member Election Board (Judge of Elections, two Inspectors of Election, one Clerk, and one Machine Inspector) will require recruiting, training, and assigning up to 8,515 poll workers (1,703 divisions x 5 Election Board members). Philadelphia's Election Board unit is reaching out and confirming Election Board workers currently, earlier than usual. Currently the Election Board unit has confirmed 1,898 Election Board Workers.

The City Commissioners and elections staff are working to update training materials (currently a 52-page guide and 40-slide presentation). Additional changes may be necessary based on further changes to the Election Code made by the General Assembly, the outcome of active litigation, and new COVID guidance. Training resources will ideally include:

- Updated Election Board Guide and seminar presentation
- Online training with audio and visual components (e.g., videos, self-assessment)

- In-person training sessions with up to 20 attendees, depending on space and health risks
- Additional space for poll workers to access computers and Internet for online training (e.g., school computer labs)

	<u>Total cost</u>	<u>Units</u>	<u>Unit costs</u>
Online training platform	\$19,500	15	\$1300 per user/per year
Training Manual	\$10,500		
Poll Worker Hazard Pay	\$851,500	8,515	\$100 per poll worker
Poll Worker PPE	\$250,000		
Poll Place Cleaning Bonus	\$94,800	474	\$200 per private location
OT Costs to Open Schools	\$60,000		
Student Poll Worker Campaign Costs	\$10,000		
Advertising for Poll Worker Recruitment	\$25,000		
TOTAL	\$1,321,300		

Conclusion

The investments outlined above will allow the City of Philadelphia to reduce the risk of exposure to coronavirus for Philadelphia voters, election staff and poll workers; identify best practices; innovate to efficiently and effectively educate our residents about how to exercise their right to vote; be intentional and strategic in reaching our historically disenfranchised residents and communities; and, above all, ensure the right to vote in a diversity of communities throughout the City of Philadelphia. Thank you for the opportunity to submit this request.

From: [Ashley Del Bianco](#)
To: [Tiana Epps-Johnson](#)
Cc: [Sam Oliner-Friedland](#); [Marc Solomon](#); [Andrew Richman](#); [Benjamin Field](#); [Mark Wheeler](#); [Nicholas Susi](#); [Joyce Spindler](#); [Chris Donato](#); [Deborah Mahler](#); [Adam Packard](#); [Trevor Day](#); [Elizabeth Hanley](#)
Subject: City of Phila/OIT proposal to CTCL
Date: Thursday, October 8, 2020 12:20:14 PM
Attachments: [Philadelphia OIT Proposal to CTCL 10 8 20.docx](#)

<!--[if lte mso 15 || CheckWebRef]-->

Ashley Del Bianco has shared a OneDrive for Business file with you. To view it, click the link below.

 [Philadelphia OIT_Proposal to CTCL_10_8_20.docx](#)

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Dear Tiana,

I am pleased to submit for your consideration a proposal to support the City of Philadelphia's Office of Innovation and Technology to supplement the information technology security efforts of the City for the general election 2020.

Thank you for the opportunity, and please contact me with any questions.

Regards,

Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

Archived: Monday, October 12, 2020 12:44:09 PM

From: [Dennis Granados](#)

Sent: Thu, 3 Sep 2020 15:33:52

To: Nick Custodio

Cc: Ashley Del Bianco; Seth Bluestein; Lisa Deeley; Trevor Day; Imani Wilson; Elizabeth Hanley

Subject: CTCL Grant payment confirmation - Philadelphia

Sensitivity: Normal

cbpat2External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Hi Nick and team,

Thank you again for your support throughout this process and getting us the payment information for the grant disbursement. I wanted to provide you with an update and let you know that the wire transfer was initiated this week.

If you could get back to me via email and confirm once the wire transfer is received on your end, it would be greatly appreciated. Thank you again for your help.

Regards,

Dennis

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Dennis Granados

Executive & Development Assistant

techandcivillife.org

Phila0009



August 21, 2020

City of Philadelphia
Office of the Director of Finance
1401 John F. Kennedy Blvd. Ste 1330
Philadelphia, Pennsylvania 19102

To whom it may concern:

I am pleased to inform you that the Center for Tech and Civic Life (“CTCL”) has awarded the City of Philadelphia (“City”) a grant to support its work in connection with the safe administration of elections in 2020 (the “Grant”).

The following is a description of the Grant:

AMOUNT OF GRANT: Ten million, sixteen thousand and seventy-four US dollars (USD \$10,016,074).

PURPOSE: The Grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in the City of Philadelphia in accordance with the attached Philadelphia Safe Voting Plan 2020.

Before we transmit these funds, we ask that you sign this agreement promising to use the Grant funds in compliance with United States tax laws. Specifically, by signing this letter on behalf of the City you confirm and agree to the following:

1. The City is a local government unit or political subdivision in the meaning of 26 USC 170(c)(1).
2. This Grant shall be used *only* for the public purpose described above, and for no other purposes.
3. The City shall not use any part of this grant to give a grant to another organization unless CTCL agrees to the specific sub-grant in writing.
4. The City has produced a plan for safe and secure election administration in 2020, including an assessment of election administration needs, budget estimates for such assessment, and an assessment of the impact of the plan on voters (“the Plan”). The Plan is attached to this agreement. The City shall use the Grant Funds only for purposes contained in The Plan.
5. The City will endeavor to expend Grant funds pursuant to the section of the Plan entitled “Mail in and absentee equipment” on the items listed in that section of the Plan and shall repay any portion of the Grant funds designated for any item not purchased by November 15, 2020, absent an agreed-upon substitution or expenditure or extension of time by grantor.
6. The City shall expend Grant funds as follows:
 - i. The City and the City Commissioners (“the Commissioners”) have submitted to CTCL a plan which includes a section entitled “Satellite Election Offices and Ballot Drop-off Options. The City shall communicate any changes from this section of the plan including any reduction in planned number, operating hours, or operating dates of satellite election centers to grantor and shall communicate the reasons for any such reduction. Nothing in this section shall be construed to require action inconsistent with state or federal law or regulation nor shall anything in this section be construed to limit in any way the independent decision-making rights, abilities, and obligations of the Philadelphia County Board of Elections.
 - ii. The City and the Commissioners have submitted to CTCL a plan which includes a section entitled “Secure Dropboxes.” The City shall communicate any changes from this section of the plan including any reduction in the planned number, operating hours, or operating dates



of satellite election centers and shall communicate the reasons for any such reduction. Nothing in this section shall be construed to require action inconsistent with state or federal law or regulation nor shall anything in this section be construed to limit in any way the independent decision-making rights, abilities, and obligations of the Philadelphia County Board of Elections.

- iii. The City and the Commissioners have submitted to CTCL a plan which includes a section entitled "In-person Voting at Polling Places on Election Day." The City and the Commissioners shall work to secure 800 or more in-person polling places on Election Day, pursuant to this Section. To extent the goals of that section of the Plan are not met, the City shall communicate to grantor the number of polling places, rationale for opening fewer than 800 polling places, the approximate average and maximum distance between a registered voter's residence and their assigned polling place, a description of all courses of action or plans undertaken to open 800 or more polling places, and why each such course of action or plan was not successful. Nothing in this section shall be construed to require action inconsistent with state or federal law or regulation nor shall anything in this section be construed to limit in any way the independent decision-making rights, abilities, and obligations of the Philadelphia County Board of Elections.
 - iv. Grantor shall not unreasonably withhold agreement to modify any requirement under this paragraph for good cause.
7. The City shall produce a report documenting how the Grant funds have been expended in support of the activities described in paragraphs 4-6. This report shall be written and sent to CTCL by January 31, 2021 or in any other format approved by CTCL.
8. Subject to the City's Code and Charter, the City shall use funds granted pursuant to this agreement only to supplement its election administration as detailed in this agreement. The City shall not supplant state or local funds that have been previously allocated.



9. CTCL may discontinue, withhold part of, or request the return of all or part of any unspent Grant funds if it determines, that any of the above conditions have not been met.
10. The Grant funds shall be used during the project period of June 15, 2020 through December 31, 2020 or as otherwise agreed upon.

Your acceptance of these agreements should be indicated below. Please have an authorized representative of The City of Philadelphia sign below, and return a scanned copy of this letter to us by email at grants@techandcivicliflife.org.

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

Sincerely,



Tiana Epps Johnson
Executive Director
Center for Tech and Civic Life

CITY OF PHILADELPHIA

By: Ashley Del Bianco

Title: Ashley Del Bianco, Chief Grants Officer

Date: 8/21/20



To: Center for Technology and Civic Life
From: Nick Custodio, Deputy Commissioner
Date: August 7, 2020
Re: Funding Request for Election Systems for November General Election

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	<u>Total cost</u>	<u>Units</u>	<u>Unit costs</u>
Secure Dropbox	\$150,000	15	\$10,000
Temporary Ballot Collection Staff	\$40,000	5	\$8,000
Ballot Collection Team Leader	\$112,000	2	\$56,000
Security needs	\$250,000		

TOTAL	\$552,000
--------------	------------------

In-person Voting at Polling Places on Election Day

The Office of the City Commissioners is committed to working to secure more than 800 fully-staffed polling places on election day. The Commissioners will make the final decisions based on ADA standards, relative distance to the division, accessibility, and voter convenience.

For each division to have a full, 5-member Election Board (Judge of Elections, two Inspectors of Election, one Clerk, and one Machine Inspector) will require recruiting, training, and assigning up to 8,515 poll workers (1,703 divisions x 5 Election Board members). Philadelphia's Election Board unit is reaching out and confirming Election Board workers currently, earlier than usual. Currently the Election Board unit has confirmed 1,898 Election Board Workers.

The City Commissioners and elections staff are working to update training materials (currently a 52-page guide and 40-slide presentation). Additional changes may be necessary based on further changes to the Election Code made by the General Assembly, the outcome of active litigation, and new COVID guidance. Training resources will ideally include:

- Updated Election Board Guide and seminar presentation
- Online training with audio and visual components (e.g., videos, self-assessment)
- In-person training sessions with up to 20 attendees, depending on space and health risks
- Additional space for poll workers to access computers and Internet for online training (e.g., school computer labs)

	<u>Total cost</u>	<u>Units</u>	<u>Unit costs</u>
Online training platform	\$19,500	15	\$1300 per user/per year
Training Manual	\$10,500		
Poll Worker Hazard Pay	\$851,500	8,515	\$100 per poll worker
Poll Worker PPE	\$250,000		
Poll Place Cleaning Bonus	\$94,800	474	\$200 per private location
OT Costs to Open Schools	\$60,000		
Student Poll Worker Campaign Costs	\$10,000		

Advertising for Poll

Worker Recruitment \$25,000

TOTAL **\$1,321,300**

Conclusion

The investments outlined above will allow the City of Philadelphia to reduce the risk of exposure to coronavirus for Philadelphia voters, election staff and poll workers; identify best practices; innovate to efficiently and effectively educate our residents about how to exercise their right to vote; be intentional and strategic in reaching our historically disenfranchised residents and communities; and, above all, ensure the right to vote in a diversity of communities throughout the City of Philadelphia. Thank you for the opportunity to submit this request.

From: Lisa Deeley <Lisa.Deeley@Phila.gov>
Sent: Tuesday, August 11, 2020 4:08 PM
To: Tiana Epps-Johnson <tiana@techandcivicliflife.org>; Nick Custodio <Nick.Custodio@Phila.gov>; Dennis Granados <dennis@techandcivicliflife.org>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Trevor Day <Trevor.Day@phila.gov>
Subject: Re: 8/7/2020 Request

Thank you so much !
I'll look forward to our meeting .

Lisa

From: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Sent: Tuesday, August 11, 2020 3:52 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>; Dennis Granados <dennis@techandcivicliflife.org>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>
Subject: Re: 8/7/2020 Request

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[+Dennis Granados](#)

Looping in Dennis Granados on the CTCL Operations team who will take it from here to find a time for our meeting.

Here's an agenda of what we hope to cover together in this initial conversation:

- **Introductions:** Learn who's "in the room"^[SEP]
- **Technical Assistance Overview:** Provide an overview of the resources available to grantee jurisdictions, beyond funding, to support the successful implementation safe voting plans^[SEP]
- **Support Needs:** Hear from Philadelphia officials about their plan^[SEP]
 - What elements do you feel confident moving forward with implementing?^[SEP]
 - What elements of your plan might benefit from support from a technical assistance partner?^[SEP]
 - Note: We have a network of current and former election administrators and election experts available to provide assistance (at no cost) on communications; scaling up your vote by mail processes; poll worker recruitment and training in a pandemic; applying public health guidelines to polling places; designing election materials to ensure forms, envelopes, and other

Phila0021

materials are understood and completed correctly by voters; and more. You can learn more about partners and offerings here: <https://docs.google.com/document/d/1B8lyUsOTKdAsLdLUtg3HSIkoOwsVFqiNdA2M8JvfF-g/edit?usp=sharing>.

- **Questions from Technical Assistance Partners:** Reviewing Philadelphia's plan, are there any pressing questions TA partners have to better understand how they might provide support in the coming months?
- **Next Steps:** What should Philadelphia expect as next steps?

I know that you all have already been working with a couple of these partner organizations, so we can spend most of the time focused on how we can best support you in the coming months rather than on intros.

And Lisa, I understand that you and others reviewed the terms of the agreement today and would like to find time to discuss those. We will follow up with Ashley to schedule a separate meeting this week to hear your feedback.

Looking forward!
Tiana

On Fri, Aug 7, 2020 at 7:52 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:

Tiana:

I have added Seth, Commissioner Deeley, and Trevor. These would be the best people to include in our introductory call.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Nick Custodio <Nick.Custodio@Phila.gov>
Sent: Friday, August 7, 2020 4:21 PM
To: Tiana Epps-Johnson <tiana@techandcivicle.org>
Subject: Re: 8/7/2020 Request

Thank you so much! We look forward to working with you to make this election a success.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Tiana Epps-Johnson <tiana@techandcivicle.org>
Sent: Friday, August 7, 2020 4:06 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Subject: Re: 8/7/2020 Request

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Nick,

Thank you for the thoughtfulness, time, and effort you, Lisa, and the team have put into developing this plan. I'm

thrilled to share that CTCL will move forward with funding this plan at the full amount requested: \$10,016,074.

As a next step, our team will draw up grant paperwork which we plan to provide to you for review and signature early next week.

We'd also like to schedule a call for next week to discuss implementation and to introduce you to members of our team who are available to support you make this plan a reality.

Who from Philadelphia should be included in that first call?

All the best,
Tiana

On Fri, Aug 7, 2020 at 2:10 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:

Tiana:

We look forward to discussing the attached request.

Thank you for the consideration,
Nick

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](http://CenterforTechandCivicLife.org) | (650) 796-4695 | tiana@techandcivicliflife.org | she/her

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](http://CenterforTechandCivicLife.org) | tiana@techandcivicliflife.org | she/her

From: Tiana Epps-Johnson <tiana@techandcivillife.org>
Sent: Tuesday, August 11, 2020 3:52 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>; Dennis Granados <dennis@techandcivillife.org>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>
Subject: Re: 8/7/2020 Request

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[+Dennis Granados](#)

Looping in Dennis Granados on the CTCL Operations team who will take it from here to find a time for our meeting.

Here's an agenda of what we hope to cover together in this initial conversation:

- **Introductions:** Learn who's "in the room"
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 - Note: We have a network of current and former election administrators and election experts available to provide assistance (at no cost) on communications; scaling up your vote by mail processes; poll worker recruitment and training in a pandemic; applying public health guidelines to polling places; designing election materials to ensure forms, envelopes, and other materials are understood and completed correctly by voters; and more. You can learn more about partners and offerings here: <https://docs.google.com/document/d/1B8IyUsOTKdAsLdLUtg3HSIkoOwsVFqiNdA2M8JvfE-g/edit?usp=sharing>.
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Tiana:

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Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd

Phila0024

City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Nick Custodio <Nick.Custodio@Phila.gov>
Sent: Friday, August 7, 2020 4:21 PM
To: Tiana Epps-Johnson <tiana@techandciviclife.org>
Subject: Re: 8/7/2020 Request

Thank you so much! We look forward to working with you to make this election a success.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Tiana Epps-Johnson <tiana@techandciviclife.org>
Sent: Friday, August 7, 2020 4:06 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Subject: Re: 8/7/2020 Request

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Nick,

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As a next step, our team will draw up grant paperwork which we plan to provide to you for review and signature early next week.

We'd also like to schedule a call for next week to discuss implementation and to introduce you to members of our team who are available to support you make this plan a reality.

Who from Philadelphia should be included in that first call?

All the best,
Tiana

On Fri, Aug 7, 2020 at 2:10 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:

Tiana:

We look forward to discussing the attached request.

Thank you for the consideration,
Nick

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

--

Tiana Epps-Johnson | Founder & Executive Director, Center for Tech and Civic Life | (650) 796-4695 | tiana@techandciviclife.org | she/her

Phila0025

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Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandcivicliflife.org | she/her

From: Nick Custodio
Sent: Friday, August 7, 2020 12:37 AM
To: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Cc: Lisa Deeley <Lisa.Deeley@Phila.gov>
Subject: 8-6-2020

Tiana:

We look forward to discussing the attached request.

Thank you for the consideration,
Nick

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Lisa Deeley <Lisa.Deeley@Phila.gov>
Sent: Thursday, September 3, 2020 1:57 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>; Dennis Granados <dennis@techandcivicliflife.org>; Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Imani Wilson <Imani.Wilson@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: Re: CTCL Grant payment confirmation - Philadelphia

Thanks everyone for your efforts !

Lisa

From: Nick Custodio <Nick.Custodio@Phila.gov>
Sent: Thursday, September 3, 2020 1:23 PM
To: Dennis Granados <dennis@techandcivicliflife.org>; Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Imani Wilson <Imani.Wilson@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: Re: CTCL Grant payment confirmation - Philadelphia

Thank you!

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Dennis Granados <dennis@techandcivicliflife.org>
Sent: Thursday, September 3, 2020 1:09 PM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Imani Wilson <Imani.Wilson@Phila.gov>; Nick Custodio <Nick.Custodio@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: Re: CTCL Grant payment confirmation - Philadelphia

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Thanks for confirming. Appreciate all your support throughout this process.

Best,
Dennis

On Thu, Sep 3, 2020 at 12:08 PM Ashley Del Bianco <Ashley.DelBianco@phila.gov> wrote:

All,
Imani in the Treasurer's Office just confirmed that the ACH payment has been received in the City's account. The amount received is confirmed at \$10,016,074.00.
Thank you all so much for your support!
Ash

Ashley Del Bianco
Chief Grants Officer
c:

From: Imani Wilson <Imani.Wilson@Phila.gov>
Sent: Thursday, September 3, 2020 12:59 PM
To: Dennis Granados <dennis@techandcivicliflife.org>; Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Nick Custodio <Nick.Custodio@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: RE: CTCL Grant payment confirmation - Philadelphia

Thanks Dennis.

From: Dennis Granados <dennis@techandcivicliflife.org>
Sent: Thursday, September 3, 2020 12:36 PM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Imani Wilson <Imani.Wilson@Phila.gov>; Nick Custodio <Nick.Custodio@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>

Subject: Re: CTCL Grant payment confirmation - Philadelphia

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Thanks, Ashley.

And correct - amount is \$10,016,074.00

On Thu, Sep 3, 2020 at 11:26 AM Ashley Del Bianco <Ashley.DelBianco@phila.gov> wrote:

Imani,
The exact amount that we are expecting is \$10,016,074.
Thanks,
Ash

Ashley Del Bianco
Chief Grants Officer
c:

From: Imani Wilson <Imani.Wilson@Phila.gov>
Sent: Thursday, September 3, 2020 12:13 PM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Dennis Granados <dennis@techandcivicliflife.org>; Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: RE: CTCL Grant payment confirmation - Philadelphia

Good afternoon Dennis,

Can you please provide the exact dollar amount of the wire transfer? Thanks in advance.

Imani

From: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Sent: Thursday, September 3, 2020 11:47 AM
To: Dennis Granados <dennis@techandcivicliflife.org>; Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Imani Wilson <Imani.Wilson@Phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: Re: CTCL Grant payment confirmation - Philadelphia

Dennis,
We appreciate you letting us know. As soon as the City Treasurer's Office receives the

Phila0030

funds, they will notify Elizabeth and me, and we'll immediately inform this group.

Regards,

Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

From: Dennis Granados <dennis@techandciviclife.org>

Sent: Thursday, September 3, 2020 11:33 AM

To: Nick Custodio <Nick.Custodio@Phila.gov>

Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Imani Wilson <Imani.Wilson@Phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>

Subject: CTCL Grant payment confirmation - Philadelphia

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Hi Nick and team,

Thank you again for your support throughout this process and getting us the payment information for the grant disbursement. I wanted to provide you with an update and let you know that the wire transfer was initiated this week.

If you could get back to me via email and confirm once the wire transfer is received on your end, it would be greatly appreciated. Thank you again for your help.

Regards,

-Dennis

--

Dennis Granados
Executive & Development Assistant
techandciviclife.org

--

Dennis Granados
Executive & Development Assistant
techandciviclife.org

--

Dennis Granados

Phila0031

Executive & Development Assistant
techandcivicle.org

From: Dennis Granados <dennis@techandcivicliflife.org>
Sent: Thursday, August 13, 2020 7:05 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>
Cc: Trevor Day <Trevor.Day@phila.gov>
Subject: CTCL/Philadelphia call agenda - 8/14, 10am EST

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Hi all,

CTCL is really looking forward to talking with you tomorrow morning and introducing you to some of the Center for Tech and Civic Life's partners who are available to help the City of Philadelphia implement your Safe Voting Plan. I'm including meeting information including attendees, agenda, and roles below.

We will ask you each to give a quick introduction (prompts included in the "Agenda and Roles" section below). We also have 20 mins on the agenda dedicated to hearing from you ("Support Needs" below). During this time we'd like to hear from you about the top areas where you think the City of Philadelphia would benefit from support as you work to implement the Safe Voting Plan, as well as the things you feel confident you have handled.

If you have any questions please reach out.

Best,
-Dennis

Call Details

-
- Aug. 14, 2020
-
-
- 9:00 AM Central Time (10:00 AM Eastern)
-
-
- Join Zoom Meeting
-

-
- <https://us02web.zoom.us/j/86431442719>
-
-
- Meeting ID: 864 3144 2719
-
-
- One tap mobile
-
-
- +13126266799,,86431442719# US (Chicago)
-
-
- +19292056099,,86431442719# US (New York)
-

Goals

-
- **Introductions:**
- Learn who's "in the room" ^(SEP)
-
-
- **Technical**
- **Assistance Overview:** Provide an overview of the resources available
- to grantee jurisdictions, beyond funding, to support the successful implementation safe voting plans ^(SEP)
-
-
- **Support**
- **Needs:** Hear from Philadelphia officials about their plan: ^(SEP)
-
-
- What elements do you feel confident moving forward with implementing? ^(SEP)
-
-
-
- What elements of your plan might benefit from support from a technical assistance partner? ^(SEP)
-
-
- Note: We have a network of current and former election administrators and election experts available to provide assistance (at no cost) on communications; scaling up your vote by mail processes; poll worker recruitment and training in a pandemic; applying public health guidelines to polling places;
- designing election materials to ensure forms, envelopes, and other materials are understood and completed correctly by voters; and more. You can learn more about partners and offerings here:
- <https://docs.google.com/document/d/1B8JyUsOTKdAsLdLUtg3HSikoOwsVFqiNdA2M8JvfE-g/edit?usp=sharing>.
-

- **Questions**
- **from Technical Assistance Partners:** Reviewing Philadelphia's plan,
- are there any pressing questions TA partners have to better understand how they might provide support in the coming months?
-
-
- **Next**
- **Steps:** What should Philadelphia expect as next steps?
-

Who's on the call

-
- City of Philadelphia invitees
- -
 - Nick Custodio - Deputy Commissioner
 -
 -
 - Lisa Deeley - Commissioner
 -
 -
 - Seth Bluestein - Chief Deputy Commissioner,
 - Chief Integrity Officer
 -
-
- Center for Tech and Civic Life - (note taker)
- -
 - Tiana Epps-Johnson
 -
 -
 - Whitney May
 -
 -
 - Kurt Sampsel
 -
-
- Elections Group
- -
 - Jennifer Morrell
 -
-
- Center for Civic Design
- -
 - Asher Kolieboi
 -

-
- Vote at Home
-
-
- Hillary Hall
-

Agenda and Roles

-
- **Introductions**
- (15 mins)
-
-
- Each person on call
-
-
- Please share your name, location, title,
- and your role in supporting implementation of safe voting plans
-
-
- **Technical Assistance Overview**
- (10 mins)
-
-
- Led by Tiana at CTCL
-
-
- **Support Needs**
- (20 mins)
-
-
- Hearing from Philadelphia officials
-
-
- What elements do you feel confident moving
- forward with implementing?
-
-
- What elements of your City's plan might
- benefit from support from a technical assistance partner?
-
-
- **Questions from Technical Assistance Partners**
- (10 mins)
-
-
- Open to any technical assistance partner
-

-
- **Next Steps**
- (5 mins)
- -
 - Led by Tiana at CTCL
 -

--

Dennis Granados
Executive & Development Assistant
techandcivicliflife.org

From: Dennis Granados <dennis@techandcivicliflife.org>
Sent: Thursday, August 27, 2020 10:57 AM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>
Subject: Philadelphia - CTCL Grant Payment Information

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Hi Nick and team,

Thank you to the Philadelphia team for sending over the signed agreement. I am following up in order to provide you with payment information form, which can be found in the following link, to start the distribution process:

[COVID Response Grant Payment Form](#)

Please let me know if you have any questions. Thank you!

Regards,
Dennis

--

Dennis Granados
Executive & Development Assistant
techandcivicliflife.org

Phila0038

From: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Sent: Wednesday, August 26, 2020 7:09 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>
Subject: Re: Quote For Press Release

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Thanks, Nick. And for sharing the Inquirer piece.

Best,
Tiana

On Wed, Aug 26, 2020 at 5:21 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:
<https://www.inquirer.com/politics/election/philadelphia-2020-election-funding-20200826.html>

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Sent: Wednesday, August 26, 2020 6:19 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>
Subject: Re: Quote For Press Release

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links or open attachments unless you recognize the sender.

Thank you!

On Wed, Aug 26, 2020 at 4:09 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:
Ok that works. I'll make that edit in a bit.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA 19107
O 215-686-3460

F 215-686-3947

Sent from my phone, please excuse any typos.

From: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Sent: Wednesday, August 26, 2020 5:03:01 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>
Subject: Re: Quote For Press Release

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Thank you, Nick. I feel comfortable moving forward with the release with one edit. Can you please remove the following portion of the final paragraph?

The Center for Tech and Civic Life recently provided a similar grant to five Wisconsin cities totaling \$6.3 million. Additionally, Delaware County, PA announced on August 19 th that they received their own grant of \$2.2 million.

We'd like to keep this announcement focused on Philadelphia.

Thank you,
Tiana

On Wed, Aug 26, 2020 at 2:04 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:
Yup, here you go. Law just signed off.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd

Phila0041

City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460
C
F 215-686-3947

From: Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Sent: Wednesday, August 26, 2020 2:47 PM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>
Subject: Re: Quote For Press Release

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Hi Nick,

Can you share the full release?

Thanks,
Tiana

On Tue, Aug 25, 2020 at 6:42 PM Nick Custodio <Nick.Custodio@phila.gov> wrote:
Tiana:

I am not sure if you already talked to Marty or not but I was wondering if I could get your approval for this quote for the press release.

“Philadelphia's City Commissioners and other election departments throughout the country are facing unprecedented challenges this year because of the COVID-19 pandemic in administering safe and secure elections that provide healthy voting options to the public,” said Center for Tech and Civic Life Executive Director Tiana Epps-Johnson.

“To meet this challenge, CTCL is providing support to the Philadelphia City Commissioners Office through our COVID-19 Response Grants Program so no voter is required to make a choice between their health and their ability to vote. From ensuring that polling places are open and following the latest public health guidelines, to providing options for voters to easily and securely return absentee ballots, to making certain that the incredible people who step up to serve as poll workers are protected and well compensated for their service, we're proud to partner with the City of Philadelphia to deliver a smooth voting process that ensures confidence," Ms. Epps-Johnson said.

Nick Custodio
Deputy Commissioner
Office of Commissioner Deeley; Chairwoman
1400 John F Kennedy Blvd
City Hall Room 130
Philadelphia, PA. 19107
O 215-686-3460

C
F 215-686-3947

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#)
| tiana@techandcivicliflife.org | she/her

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#)
| tiana@techandcivicliflife.org | she/her

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#)
| tiana@techandcivicliflife.org | she/her

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#)
| tiana@techandcivicliflife.org | she/her

From: Nick Custodio

Sent: Thursday, August 13, 2020 1:20 PM

To: dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>

Subject: Accepted: Updated invitation with note: Call re: CTCL & Philadelphia Kick-off call @ Fri Aug 14, 2020 9am - 10am (CDT) (nick.custodio@phila.gov)

When: Friday, August 14, 2020 10:00 AM-11:00 AM.

Where:

Archived: Monday, October 12, 2020 12:48:04 PM
From: Ashley Del Bianco
Sent: Thu, 3 Sep 2020 16:26:09 +0000Authentication
To: Imani Wilson; Dennis Granados; Nick Custodio
Cc: Seth Bluestein; Lisa Deeley; Trevor Day; Elizabeth Hanley
Subject: RE: CTCL Grant payment confirmation - Philadelphia
Sensitivity: Normal

Imani,

The exact amount that we are expecting is \$10,016,074.

Thanks,

Ash

Ashley Del Bianco

Chief Grants Officer

c:

From: Imani Wilson <Imani.Wilson@Phila.gov>
Sent: Thursday, September 3, 2020 12:13 PM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Dennis Granados <dennis@techandcivicle.org>; Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: RE: CTCL Grant payment confirmation - Philadelphia

Good afternoon Dennis,

Can you please provide the exact dollar amount of the wire transfer? Thanks in advance.

Imani

From: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Sent: Thursday, September 3, 2020 11:47 AM
To: Dennis Granados <dennis@techandcivicle.org>; Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Imani Wilson <Imani.Wilson@Phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: Re: CTCL Grant payment confirmation - Philadelphia

Dennis,

We appreciate you letting us know. As soon as the City Treasurer's Office receives the funds, they will notify Elizabeth and me, and we'll immediately inform this group.

Regards,

Ashley

\cbpat5Ashley Del Bianco

\cbpat5Chief Grants Officer

\cbpat5City of Philadelphia

\cbpat5Cell:

\cbpat5

From: Dennis Granados <dennis@techandcivicle.org>
Sent: Thursday, September 3, 2020 11:33 AM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Imani Wilson <Imani.Wilson@Phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: CTCL Grant payment confirmation - Philadelphia

\cbpat71240External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Hi Nick and team,

Thank you again for your support throughout this process and getting us the payment information for the grant disbursement. I wanted to provide you with an update and let you know that the wire transfer was initiated this week.

If you could get back to me via email and confirm once the wire transfer is received on your end, it would be greatly appreciated. Thank you again for your help.

Phila0045

Regards,

-Dennis

--

Dennis Granados

Executive & Development Assistant

techandcivicle.org

Archived: Monday, October 12, 2020 12:54:53 PM
From: Ashley Del Bianco
Sent: Thu, 3 Sep 2020 15:47:06 +0000Authentication
To: Dennis Granados; Nick Custodio
Cc: Seth Bluestein; Lisa Deeley; Trevor Day; Imani Wilson; Elizabeth Hanley
Subject: Re: CTCL Grant payment confirmation - Philadelphia
Sensitivity: Normal

Dennis,
We appreciate you letting us know. As soon as the City Treasurer's Office receives the funds, they will notify Elizabeth and me, and we'll immediately inform this group.
Regards,
Ashley

\f0
\f0
\cbpat3Ashley Del Bianco
\cbpat3Chief Grants Officer
\cbpat3City of Philadelphia
\cbpat3Cell:

\f0

\f0From: Dennis Granados <dennis@techandciviclfe.org>
Sent: Thursday, September 3, 2020 11:33 AM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>; Imani Wilson <Imani.Wilson@Phila.gov>; Elizabeth Hanley <Elizabeth.Hanley@phila.gov>
Subject: CTCL Grant payment confirmation - Philadelphia

\f0

\cbpat4External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

\f0Hi Nick and team,

\f0

\f0Thank you again for your support throughout this process and getting us the payment information for the grant disbursement. I wanted to provide you with an update and let you know that the wire transfer was initiated this week.

\f0

\f0If you could get back to me via email and confirm once the wire transfer is received on your end, it would be greatly appreciated. Thank you again for your help.

\f0

\f0Regards,

\f0-Dennis

\f0

--
\f0Dennis Granados
\f0Executive & Development Assistant
[\f0techandciviclfe.org](mailto:dennis@techandciviclfe.org)

Phila0047

Archived: Monday, October 12, 2020 12:55:43 PM
From: Nick Custodio
Sent: Thu, 27 Aug 2020 18:00:45 +0000Authentication
To: Dennis Granados
Cc: Seth Bluestein; Lisa Deeley; Trevor Day
Subject: Re: Philadelphia - CTCL Grant Payment Information
Sensitivity: Normal

Ok we will get this to the appropriate person with the city to fill out.

\f0
Nick Custodio
\f0Deputy Commissioner
\f0Office of Commissioner Deeley; Chairwoman
\f01400 John F Kennedy Blvd
\f0City Hall Room 130
\f0Philadelphia, PA. 19107
\f0O 215-686-3460

\f0F 215-686-3947

\f0
\f0From: Dennis Granados <dennis@techandcivicliflife.org>
Sent: Thursday, August 27, 2020 10:57 AM
To: Nick Custodio <Nick.Custodio@Phila.gov>
Cc: Seth Bluestein <Seth.Bluestein@phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Trevor Day <Trevor.Day@phila.gov>
Subject: Philadelphia - CTCL Grant Payment Information

\f0

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\f0Hi Nick and team,

\f0

\f0Thank you to the Philadelphia team for sending over the signed agreement. I am following up in order to provide you with payment information form, which can be found in the following link, to start the distribution process:

\f0

[COVID Response Grant Payment Form](#)

\f0

\f0Please let me know if you have any questions. Thank you!

\f0

\f0Regards,

\f0Dennis

\f0

--
\f0Dennis Granados
\f0Executive & Development Assistant
[\f0techandcivicliflife.org](#)

Phila0048

From: [Ashley Del Bianco](#)
To: [Tiana Epps-Johnson](#)
Cc: [Andrew Richman](#); [Marc Solomon](#); [Sam Oliker-Friedland](#); [Benjamin Field](#); [Nick Custodio](#); [Lisa Deeley](#); [Hill, Joseph](#); [Adam Coleman](#); [James Engler](#)
Subject: Re: Connecting re: Philadelphia Grant Opportunity
Date: Friday, August 21, 2020 5:15:51 PM
Attachments: [Execution Copy Philadelphia CTCL Grant AD signed - 082120.pdf](#)

Tiana,
Please find attached the countersigned copy.
We thank you again for your collective support for Philadelphia.
Regards,
Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

From: Tiana Epps-Johnson <tiana@techandciviclife.org>
Sent: Friday, August 21, 2020 4:30 PM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Andrew Richman <Andrew.Richman@phila.gov>; Marc Solomon <msolomon@civitaspublicaffairs.com>; Sam Oliker-Friedland <sam@modernelections.org>; Benjamin Field <Benjamin.Field@Phila.gov>; Nick Custodio <Nick.Custodio@Phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Hill, Joseph <JHill@cozen.com>; Adam Coleman <Adam.Coleman@Phila.gov>; James Engler <James.Engler@Phila.gov>
Subject: Re: Connecting re: Philadelphia Grant Opportunity

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Hi all,

Please find an updated agreement for signature attached.

All the best,
Tiana

On Fri, Aug 21, 2020 at 9:50 AM Ashley Del Bianco <Ashley.DelBianco@phila.gov> wrote:

Tiana,
Thank you very much! I'm acknowledging receipt and we'll work to return the countersigned agreement as soon as possible.
Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

From: Tiana Epps-Johnson <tiana@techandciviclife.org>
Sent: Friday, August 21, 2020 9:58 AM
To: Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Cc: Andrew Richman <Andrew.Richman@phila.gov>; Marc Solomon <msolomon@civitaspublicaffairs.com>; Sam Oliker-Friedland <sam@modernelections.org>; Benjamin Field <Benjamin.Field@Phila.gov>; Nick Custodio

Phila0049

<Nick.Custodio@Phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Hill, Joseph <JHill@cozen.com>; Adam Coleman <Adam.Coleman@Phila.gov>; James Engler <James.Engler@Phila.gov>

Subject: Re: Connecting re: Philadelphia Grant Opportunity

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Good morning! Please find an execution copy of the grant agreement attached. We'd like to move to disbursement quickly, ideally with countersignature today. Does that work on your end?

A huge thanks to each of you for getting us to this point!

Best,
Tiana

On Wed, Aug 19, 2020 at 9:48 AM Marc Solomon <msolomon@civitaspublicaffairs.com> wrote:
+ Jim Engler

Andrew et al,

The "shall endeavor" language is unacceptable to the grantor. Can you please adjust to reflect that the city will follow the agreed-to plan and return ASAP today?

Thank you.

Marc

--

Marc Solomon, Principal and National Director
[Civitas Public Affairs Group](mailto:msolomon@civitaspublicaffairs.com)
e> msolomon@civitaspublicaffairs.com
c> 323.590.1510
276 Fifth Avenue, Suite 902, New York, NY 10001

From: Andrew Richman <Andrew.Richman@phila.gov>
Date: Wednesday, August 19, 2020 at 9:47 AM
To: Marc Solomon <msolomon@civitaspublicaffairs.com>, Tiana Epps-Johnson <tiana@techandcivicliflife.org>
Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>, Sam Oliner-Friedland <sam@modernelections.org>, Benjamin Field <Benjamin.Field@Phila.gov>, Nick Custodio <Nick.Custodio@Phila.gov>, Lisa Deeley <Lisa.Deeley@Phila.gov>, "Hill, Joseph" <JHill@cozen.com>, Adam Coleman <Adam.Coleman@Phila.gov>
Subject: Re: Connecting re: Philadelphia Grant Opportunity

Good morning Marc,

Thanks for checking in. I have attached a clean and edited version of the draft agreement for your consideration. I believe we can get this finalized today as well. Please let us know if you have any questions or concerns about the proposed edits.

Best,

Andrew

Andrew Richman
Chief of Staff to City Solicitor Marcel S. Pratt
City of Philadelphia Law Department
1515 Arch Street, 17th floor
Philadelphia, PA 19102
p: 215-683-5067
e: andrew.richman@phila.gov
w: www.phila.gov/law
Pronouns: he/him

Phila0050

From: Marc Solomon <msolemon@civitaspublicaffairs.com>
Sent: Wednesday, August 19, 2020 7:55 AM
To: Tiana Epps-Johnson <tiana@techandciviclife.org>
Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Sam Olikier-Friedland <sam@modernelections.org>; Andrew Richman <Andrew.Richman@phila.gov>; Benjamin Field <Benjamin.Field@Phila.gov>; Nick Custodio <Nick.Custodio@Phila.gov>; Lisa Deeley <Lisa.Deeley@Phila.gov>; Hill, Joseph <JHill@cozen.com>
Subject: Re: Connecting re: Philadelphia Grant Opportunity

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Ashley,

Can you please provide a status update on the written agreement?

We'd like to get this finalized and signed today.

Thank you.

Marc

Sent from my iPhone

On Aug 13, 2020, at 4:58 PM, Tiana Epps-Johnson <tiana@techandciviclife.org> wrote:

Thank you, Ashley.

You can find a revised agreement for your review attached. These edits are intended to encapsulate our conversation this morning. Specifically, they clarify that the agreement is solely intended to guide actions with the control of the city and the Commissioners, that nothing in the agreement requires any action inconsistent with state or federal law, and clarifies communication requirements without being overly prescriptive.

Note: the language in paragraph 8 is a suggestion based on what was circulated, but we are very open to alternate suggestions.

Best,
Tiana

On Thu, Aug 13, 2020 at 12:48 PM Ashley Del Bianco <Ashley.DelBianco@phila.gov> wrote:

Thank you all again for the call today to discuss potential revisions to the draft agreement.

As agreed, I'm sharing some language/definitions for the concept of non-supplantation. This would be relevant for section #8. Please see the language below my signature.

Best,
Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

The recipient may not use the grant funds to pay for services that, in the absence of grant funds, would be necessary to be provided by the City of Philadelphia's general operating budget

- Grant funds may be used only to supplement the election administration generally offered with state and local funds.
- They may be used only to provide supplemental services that would not have been provided had the grant funds not been available.

Federal definition of supplanting:

Supplanting: a state or unit of local government reduces state or local funds for an activity specifically because federal funds are available (or expected to be available) to fund that same activity. When supplanting is not permitted, federal funds must be used to supplement existing state or local funds for program activities and may not replace state or local funds that have been appropriated or allocated for the same purpose. Additionally, federal funding may not replace state or local funding that is required by law. If a question of supplanting arises, the applicant or grantee will be required to substantiate that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

From: Tiana Epps-Johnson <tiana@techandciviclelife.org>
Sent: Friday, August 7, 2020 8:02 PM
To: Sam Oliker-Friedland <sam@modernelections.org>
Cc: Ashley Del Bianco <Ashley.DelBianco@phila.gov>; Hill, Joseph <JHill@cozen.com>; Marc Solomon <msolomon@civitaspublicaffairs.com>
Subject: Re: Connecting re: Philadelphia Grant Opportunity

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Hi Ashley,

Great to meet you. Please find the draft agreement for the City of Philadelphia attached for your review.

Best,
Tiana

On Fri, Aug 7, 2020 at 6:16 PM Sam Oliker-Friedland <sam@modernelections.org> wrote:

Ashley,

I've added Tiana Epps-Johnson, Executive Director of the Center for Tech and Civic life to this chain. She can share a draft agreement with you.

Best,
Sam

On Fri, Aug 7, 2020 at 3:52 PM Ashley Del Bianco <Ashley.DelBianco@phila.gov> wrote:

Sam, Marc and Joe,
Thank you for the helpful conversation the other day, and we in Philadelphia sincerely appreciate your efforts to support the Commissioners' election security and efficiency efforts.

If I may ask you to share a grant agreement (draft form is fine), we can begin to review and clarify anything. We are eager to facilitate the process.

I will be away this Monday, but checking email, so please feel free to contact me along the way.

Thanks again,
Ashley

Ashley Del Bianco
Chief Grants Officer
City of Philadelphia
Cell:

From: Hill, Joseph <JHill@cozen.com>
Sent: Wednesday, August 5, 2020 12:23 PM
To: Sam Oliker-Friedland <sam@modernelections.org>; Marc Solomon <msolomon@civitaspublicaffairs.com>; Ashley Del Bianco <Ashley.DelBianco@phila.gov>
Subject: Connecting re: Philadelphia Grant Opportunity

External Email Notice. This email comes from outside of City government. Do not click on links or open attachments unless you recognize the sender.

Ashley, Sam, and Marc—

Connecting you all by way of this email. Thanks everyone for your help.

Best,
Joe



Joseph Hill
Principal | Cozen O'Connor Public Strategies
One Liberty Place, 1650 Market Street Suite 2800 | Philadelphia, PA 19103
P: 215-665-2065
[Email](#) | [Bio](#) | [Map](#) | cozen.com

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--
Sam Oliker-Friedland
Chief Counsel
Center for Secure and Modern Elections
(414) 736-0959

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Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | (650) 796-4695 | tiana@techandciviclife.org | she/her

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Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandciviclife.org | she/her
<Draft Philadelphia CTCL Grant Aug 13 Edits.docx>

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Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandciviclife.org | she/her

Phila0053

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Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandcivicliflife.org | she/her