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112239

TO: The Honorable Board of Acquisition and Contract

FROM: Tajian M. Nelson and Douglas A. Colety
Commissioners of the Board of Elections

DATE: November 12, 2025

RE: Resolution authorizing the County of Westchester to enter into (i) a grant agreement (C004994) with the New York State Board of Elections to receive \$371,146.60 in grant funds to reimburse the County for costs incurred related to the Ballot by Mail grant for a term from April 1, 2024 to March 31, 2025, and (ii) an amendment to the grant agreement (C004994) to amend the term from April 1, 2024 to March 31, 2025 to April 1, 2024 to March 31, 2026 to give the County more time to utilize the grant funds.

Transmitted herewith is a proposed Resolution which, if adopted by your Honorable Board, would authorize the County of Westchester, acting by and through the its Board of Elections (the "County"), to enter into a grant agreement (the "Grant Agreement") with the New York State Board of Elections to accept grant funds in the amount of \$371,146.60 to reimburse the County for eligible operating costs related to the Ballot by Mail grant for a term commencing on April 1, 2024 and terminating on March 31, 2025, and an amendment to the Grant Agreement to amend the term to from April 1, 2024 to March 31, 2025 to April 1, 2024 to March 31, 2026 to give the County more time to utilize the grant funds.

Authorization is also requested to indemnify the New York State Board of Elections as follows:

Indemnification: The [County] shall be solely responsible and answerable in damages for all accidents, incidents, and/or injuries to persons (including death) or property arising out of or related to the services to be rendered by the [County] or its subcontractors pursuant to this Contract. The [County] shall indemnify and hold harmless the State and its officers and employees from claims, suits, actions, damages, and cost of every nature arising out of the provision of services pursuant to the Contract.

The public purpose of the proposed Grant Agreement and amendment is to facilitate eligible operating costs, include, but not limited to expenses related to actual expenses related to early mail and absentee ballots, postage, envelopes, and associated supplies and materials for Westchester County. Utilizing grant funding will alleviate the need for the use of County tax dollars for this purpose.

The State and County also wish to amend the Grant Agreement to amend the term from April 01, 2024 to March 31, 2025 to April 1, 2024 to March 31, 2026 so that unexpended grant funds may be utilized.

We certify that the BOE: a) has copies of, or access to, all applicable laws, rules, regulations, grant applications and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

The proposed acceptance of the grant funds under the Grant Agreement and amendment do not constitute procurement and, as such, are not subject to the requirements of the Westchester County Procurement Policy.

Authority is respectfully requested from your Honorable Board for the County to enter into the Grant Agreement and the amendment.

TMN/DAC/rn

RESOLUTION

Upon a communication from the Commissioners of the Board of Elections, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Board of Elections (the "County"), is authorized to enter into a grant agreement (C004994) (the "Grant Agreement") with the New York State Board of Elections (NYBOE) to accept grant funds to reimburse the County for eligible operating costs associated with the Ballot by Mail for a term retroactive to April 1, 2024 through March 31, 2025, payable on a reimbursement basis; and be it further

RESOLVED, that the County is authorized to indemnify the New York State Board of Elections as follows:

Indemnification: The [County] shall be solely responsible and answerable in damages for all accidents, incidents, and/or injuries to persons (including death) or property arising out of or related to the services to be rendered by the [County] or its subcontractors pursuant to this Contract. The [County] shall indemnify and hold harmless the State and its officers and employees from claims, suits, actions, damages, and cost of every nature arising out of the provision of services pursuant to the Contract; and be it further

RESOLVED, that the County is authorized to enter into an amendment to the Grant Agreement to amend the term of the Grant Agreement:

from April 1, 2024 to March 31, 2025,
to April 1, 2024 to March 31, 2026; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute all appropriate contracts or documents necessary to effectuate the purposes of this resolution in the manner prescribed by law.

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	14	1000	9734		\$371,146.60

Budget Funding Year _____ Start Date April 01, 2024 End Date March 31, 2026
(must match resolution)

Funding Source Tax Dollars _____

State Aid \$371,146.60

\$371,146.60 Federal Aid _____
(must match resolution)

Other _____