



## DIRECTIVE 2020-11 CARES ACT DUE DATES

### DUE ON OR BEFORE JULY 13, 2020

- Return the signed CARES Act Grant Agreement to the Secretary of State's Office to [CARES@OhioSoS.Gov](mailto:CARES@OhioSoS.Gov)

### DUE ON OR BEFORE JULY 27, 2020

- Submit CARES Act plan to Secretary of State's Office outlining how the CARES Grant will be spent to [CARES@OhioSoS.gov](mailto:CARES@OhioSoS.gov)

### DUE ON 1ST BUSINESS DAY OF THE MONTH AUGUST THROUGH DECEMBER 2020

- Submit CARES Progress report to [CARES@OhioSoS.gov](mailto:CARES@OhioSoS.gov)
- Submit CARES Expense report to [CARES@OhioSoS.gov](mailto:CARES@OhioSoS.gov)

### DUE ON OR BEFORE AUGUST 1, 2020

- Contact vendor for ballot stock and printing of ballots\*
- Send Secretary of State provided survey to every precinct election official who served previously in the last three years or indicated interest in serving on March 17, 2020

### DUE ON OR BEFORE AUGUST 31, 2020

- Contact local health department and senior living and health care facilities to ensure residents and patients are given the opportunity to vote
- Contact vendor for printing of paper pollbooks\*

\* This is preparatory contact with vendors. Order placement is not required by this date.

**DUE ON OR BEFORE OCTOBER 2, 2020**

- Notify the Secretary of State's Office of precinct election official shortages to [intake@OhioSoS.gov](mailto:intake@OhioSoS.gov)

**DUE ON OR BEFORE OCTOBER 15, 2020**

- Training of precinct election officials
- Report to Secretary of State's Office that precinct election official training is complete

**DUE ON OR BEFORE DECEMBER 1, 2020**

- Report balance of all unspent and unencumbered CARES funds to [CARES@OhioSoS.gov](mailto:CARES@OhioSoS.gov)

**DUE ON OR BEFORE DECEMBER 18, 2020**

- Submit final Directive 2020-11 CARES expense report
- Return all unspent CARES funds to the Secretary of State's Office