

From: [CTCL Grants Team](#)
To: [Morris, Carmen](#)
Subject: CTCL COVID-19 Response Grant, Final Report
Date: Wednesday, June 16, 2021 8:48:09 PM

Hello,

The CTCL COVID-19 Response Grant program is honored to have supported your election office with funding so you could safely serve your community during the pandemic. Thank you again for all your work to administer safe and secure elections in 2020 and 2021.

Our records indicate that City of Biddeford was granted a 6-month extension to expend the remaining funds. We wanted to remind you that you have until **June 30, 2021** to expend any remaining funds.

As part of the extension process, a final report is due by **July 31, 2021** to indicate how you expended the remaining balance. Please submit your final report via the [CTCL Final Grant Reporting Portal](#).

Any remaining funds that are not able to be expended by June 30, 2021 must be returned to CTCL via check by **August 7, 2021**:

- Payable to: Center for Tech and Civic Life
- Mailing address: 233 N Michigan Ave, Suite 1800, Chicago, IL 60601
- Attn: Nareth Phin, Operations Director

If you have questions about the CTCL COVID-19 Response grant program, including questions about eligible expenses, please take a look at the [FAQ page](#) or contact us at help@techandcivicle.org. We look forward to reviewing your final report.

All the best,

-the CTCL Grants Team