



Election Division Dispatch

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NEWS & UPDATES

Administratively Opening Candidate Committees

A candidate running for office that pays more than \$5,000 in a calendar year must open a candidate committee 1) no later than noon, ten days after raising or spending \$100 toward running for office, OR 2) no later than noon, seven days after the candidate filing period ends (noon, February 16, 2018) whichever comes first.

County election boards have a responsibility to determine if a candidate for an office paying more than \$5,000 year has opened their committee as required by law. Noon, February 23, 2018 is the deadline to do so. If the candidate has not opened the required committee, then the election board must administratively file a CFA-1 making the candidate the chair and treasurer of the committee, and the candidate will be required to file all necessary reports in 2018.

A reminder that a candidate running for an office paying less than \$5,000 a year is only required to file a CFA-1 no later than noon, ten days should they raise or spend \$500 toward running for office.

IED Certification of State Candidates

The Indiana Election Division will certify the list of Democratic and Republican candidates running for state office in the primary election to counties no later than Friday, February 23.

It's important to note the initial list provided may not be final. The Commission (and county election boards, too) have until noon, Thursday, March 1 to determine the outcome of any candidate challenges. While the Commission is scheduled to meet on February 23 to resolve challenges, it may be possible for counties to receive an amended list from the Division.

FEBRUARY WEB TRAINING

Feb. 7 & Feb. 8 | Prep for 2018 Primary

Feb. 20 & Feb. 22

Entering County Election Data in SVRS
(Poll Sites, Early Voting)

Dates are subject to change; check the 2018 INSVRS Training Schedule on the county portal to confirm.

CALENDAR

February 6, 2018 (noon):

Deadline to file D&R U.S. Senate petitions with county for their review

February 9, 2018 (noon):

Candidate Filing ends

February 12, 2018 (noon):

Deadline for candidate to withdraw

February 16, 2018 (noon):

Deadline to file candidate challenge

February 20, 2018:

Deadline for counties to file the VRG-21 with the Election Division

February 23, 2018:

Deadline for IED to certify list of candidates to counties

March 1, 2018: (noon)

Deadline to determine the validity of challenged declaration of candidacy

March 1, 2018:

Deadline for regular party committees to file 2017 Annual Report

March 19, 2018:

Deadline for delivery of absentee ballots to CEB

March 24, 2018:

Deadline to mail absentee ballots to those with application on file

IN FOCUS: CANDIDATE CHALLENGES & HEARINGS

Candidate filing for the Democratic and Republican party primary closes at noon (prevailing local time), Friday, February 9, 2018, and candidates have until noon, Monday, February 12, 2018, to withdraw their name from consideration.

The candidate challenge period ends at noon, Friday, February 16, 2018. A voter in the election district or the Democratic or Republican county chair within the election district may file a challenge using the CAN-1 form. In addition, a candidate may use the CAN-1 form to challenge a county official's decision to reject a candidate's petition.

The form requires the person making the challenge to provide facts indicating why the candidate is not qualified to run for office. The CAN-1

challenge form must have an original "wet" signature (in other words, it can't be faxed or emailed).

Once your office receives a CAN-1 form, it's important that written notice be sent to the challenger and the challenged candidate. The notice should include the day, time, and location of the County Election Board meeting and it is recommended a copy of the CAN-1 be enclosed.

Our best advice is to mail the written notice in a way that includes postal service tracking like certified or priority USPS mail. Tracking information is often helpful to CEB members if either person fails to attend the hearing. (Sending notice by email can be a helpful alternative, too, if the person acknowledges receipt.)

At the hearing, the county election

board may establish procedures that can help move along the challenge hearing and, at the same time, give each side the opportunity to present their arguments to the board. While each side is entitled to be heard on the challenge, it may be best practice to have rules that each side get an equal amount of time to present their case and rebut claims made by the other party.

After each side makes their arguments, the county election board should debate the challenge and vote to uphold or dismiss the challenge. Since candidate challenge hearings have to be conducted at a public hearing of the election board, all debate on the challenge and any votes on the challenge have to be conducted in public.

VR CORNER

Federal VR Forms

In addition to the state's VRG-7 and VRG-11 voter registration forms, counties may receive federal voter registration applications from time-to-time.

The federal voter registration form was designed by the Election Assistance Commission (EAC) to meet the needs of all 50 states, so it looks a little different than the Indiana form. Plus, the federal form is translated in to several languages, which are available to download from its website (www.EAC.gov).

County voter registration officials are to give the same consideration to the federal VR form as they would an Indiana VR form. While the federal VR form does not have the "receipt" or "custodian affidavit" like the state form, a person who takes custody of another person's federal voter registration form is required to submit the VR form no later than noon, ten days after taking custody of it.

QUESTIONS OF THE MONTH

Q. Do I have to put uncontested candidates for precinct committeeman or state convention delegate (party offices) on the ballot?

A. No—but the Democratic or Republican member of the county election board can submit a written request to print names of uncontested party office candidates on the ballot. The deadline to do so is noon, Friday, February 16. (IC 3-10-1-5(d))

Q. Can a firefighter run for office?

A. Candidates should consult IC 3-5-9, which stipulates a government employee may not serve as an elected official in the same unit of government. (Volunteer firefighters are exempt from this rule if they are not full-time, paid employees.) This doesn't mean the individual can't run for office; rather, the person resigns from government employment when they assume elected office. For example, Sarah has the job of town dogcatcher, runs for town council, and assumes elected town office. By doing so, she resigns her job as dogcatcher. Had she run for county council, she could continue being employed as town dogcatcher and be a elected county official.