Election Division Dispatch

NEWS & UPDATES

Election Night Reporting

We are delighted to report a new Election Night Reporting site was recently released as part of the refresh to the look, feel, and functionality of indianavoters.com. Visitors can access statewide election results at indianavoters.com/electionresults after 6PM (Indy time) election night.

This new functionality includes an SVRS module to allow counties to enter unofficial election night results so that they may be modified during canvassing and made "final" when it comes time to file certification paperwork in SVRS. In fact, the results will carry over to your CEB-23 and CEB-24 (Statement of Votes cast for Democratic and Republican Party candidates, respectively) to streamline your reporting requirements by preventing "double entry" of the same data.

Step-by-steps are available on the county portal, and the Quest/GCR Help Desk is available to assist you.

Certification of Election Results

There isn't much time to rest following election day! Your county election boards must canvass the results of your election no later than noon, ten days after the election, and process any provisional ballots or late arriving overseas ballots by 3PM that same day. You'll then need to file the CEB-23, CEB-24, and CEB-25 (if you had a public question) using SVRS, and separately send your precinct level results to IED by noon, Monday, May 21, 2018. The CEB-9 is due Tuesday, May 22. Web training on these post election processing pieces will be held, so please attend if you're unsure of the process.

State Convention Delegates

The state Democratic and Republican Parties are holding their state conventions in June, and certifying the names, addresses, convention delegate district, and congressional district of each elected delegate is critically important to the process. The parties must use this list to send notice to delegates at least 30-days before the convention. The Indiana Election Division will be compiling the information provided by the counties in order for the Secretary of State to certify the final list of delegates to the state party chairs.

MAY WEB TRAINING

May 10 & 14 | Post Election Processing

May 16 & 17 | US District Court Data

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

CALENDAR

May 5, 2018 (Saturday):
Must make in-person ABS early voting available

May 7, 2018 (Primary Election Eve):
Check yellow calendar book for multiple deadlines

May 8, 2018 (Election Day):
Poll are open from 6A to 6P, local prevailing time

May 9, 2018:
First day D or R party may fill a primary election ballot vacancy (see IC 3-13-1 for details)

May 18, 2018 (NOON):
Deadline to receive overseas absentee by mail ballots postmarked on or before May 8, 2018; Deadline for voter to bring ID to the clerk's office to count provisional ballot for lacking proper ID

May 18, 2018 (3PM):
Deadline for county election board to determine whether or not to count a provisional ballot

May 21, 2018 (NOON, Indy Time):
Deadline to certify election results to IED

May 22, 2018:
Voter Registration Opens; Deadline by noon for a candidate to file a recount or contest action with the clerk or IED, depending on office sought

May 25, 2018:
Deadline by noon for a county or state party chair to file a recount or contest action with county clerk or IED, depending on office sought

May 28, 2018:
Memorial Day; IED Closed

IN FOCUS: Independent & Minor Party Candidate Filings

Last month we touched on milestones for Libertarian Party candidate filings in preparation of the November 2018 general election. Below are reminders for independent and other minor party ballot access. To learn more, you are encouraged to review the *2018 Election Calendar Guide* (yellow book) and the *2018 Candidate Guide* for more specific information.

Independent and minor parties have two ways to access the ballot—through the petition process or to be a write-in candidate.

If an independent or minor party candidate wants to have their name printed on the ballot, then they must go through the petition process. Beginning January 10, 2018, candidates may collect petition signatures using the CAN-19 form. The individual signing the petition must be a registered voter in the election district of the office the candidate is seeking. At the time the petition is processed.

In order to gain ballot access, the candidate must collect signatures totaling at least 2% of the total votes cast in the 2014 Secretary of State race in the precincts of the election district. This means county election officials will need to pull out the November 2014 precinct level results and calculate the signature threshold for local offices. (Countywide totals can be found in the back of the 2018 Candidate Guide.) State legislative or federal candidates should contact IED for this information.

CAN-19 petitions must be filed with the county VR official by noon, July 2, in order to be reviewed and certified. The candidate must also submit their CAN-20 consent and CAN-12 statement of economic interest to the county no later than noon, July 16, 2018.

The county clerk must send by certified mail a letter to the candidate if the individual does NOT achieve the signature threshold for ballot access. If the candidate did collect enough signatures, then there is no need to certify this information to the person.

Some individuals want to be a write-in candidate. **WRITE-IN CANDIDATES ARE NOT PRINTED ON THE BALLOT**! This individual must submit the CAN-3 not earlier than January 10, 2018, and no later than noon, July 3, 2018, along with the proper statement of economic interest.

Independent and minor party candidates may be challenged using the CAN-1 form. The deadline to file a challenge in this scenario is noon, August 24, 2018.

NOTE: School Board candidates have a slightly different petition process, which will be covered at a later date.

VR CORNER

VR Form Types
When doing voter registration data entry in SVRS, a county user must select the proper form number to help track the form type used to register. The drop down menu in SVRS has a variety of options, so which number or name is to be used?

For state forms like the VRG-7, the form number can be found in the upper left corner or lower right number of the form.

INDIANA VOTER REGISTR.
State Form 50504 (R14 /10-17)
Indiana Election Division

The VRG-6 is NOT a publicly available VR form, and is used by full service agencies like the BMV, FSSA, and DWD. If you are unsure which VRG-6 form number is correct, use the forms master list, which highlights which public agency uses that form.

"Federal" means the federal mail-in registration form, "military" is the designation for the FPCA, "NCOA" is used if you receive an update on an NCOA mailer, and "VLM Card" is used with updates made on the statewide postcard mailer.

QUESTIONS OF THE MONTH

Q. Can a media watcher film inside a polling place?
A. Yes, but they may not capture how an individual voted. Likewise, they may not photograph a voter who objects.

Q. Can we process absentee by mail applications postmarked on or before the deadline of April 30 but received after the deadline?
A. Generally, no. The CEB must have physical custody of the application by the deadline date to process an ABS application as timely. The exception would be an ABS-Mail application timely received by another county or IED that is forwarded to your county. Those are to be processed and an ABS ballot mailed, even if its just before the election.

Q. Where can I find election deadlines for military and overseas (UOCAVA) voters?
A. Page 6 of the 2018 Military & Overseas Handbook published by IED has all of the relevant dates for this election cycle. There are special exceptions to voter registration and absentee ballot deadlines for UOCAVA voters, and this calendar is a great tool.

STATE OF INDIANA

Secretary of State

J. Bradley King, Co-Director
Angela M. Nussmeyer, Co-Director

Indiana Election Division
302 West Washington Street, Room E204
Indianapolis, Indiana 46204-2767
Phone: (317) 232-3939
Fax: (317) 233-6793

May 3, 2018

Good evening, county clerks and voter registration officials,

In preparation for the 2018 May Primary Election, we wanted to distribute a few reminders.

1. Ensure all computers are IP Whitelisted. An easy way to verify this is by trying to access www.insvrs.com. If the SVRS login screen is displayed then the computer is IP Whitelisted.
2. GCR / Quest Help Desk will have extended hours on Election Day from 5am to 8pm at 1-888-467-8771 and can be reached by email at helpdesk@Questis.com.
3. Voting Information Project – A final update of precinct polling location data to the VIP program will be sent Sunday night. Please ensure your precincts all have polling locations assigned. You can check this using the 'Precincts Without Poll Location Assignments' report in the Poll Category of the SVRS report library.
4. After-Hours validation is currently in affect from 10pm – 6am. We will be updating the timeframe to 4am (morning of Election Day) - Midnight (the following day) to allow for quicker entry into SVRS on Election Day for processing. For additional information regarding After-Hours validation, please review the communication previously sent from Brad and Angie, located here.
5. For additional information regarding election results, please review the communication previously sent from Brad and Angie, located here.
6. Please try to avoid running unnecessary reports in SVRS to avoid creating an unintended backlog which could affect processing of Absentee reports. Also, pay special attention to which report you are running and the parameters selected. If in doubt, contact the help desk for guidance on which reports are most effective. Counties can view where they are in the Reports Queue SSIS Packages Queue by clicking on the "Queued Reports" link or the "SSIS Packages" link in the hopper section.

Hopper:	
BMV Registrations	78 Records
OVR Registrations	7 Records
Incomplete Registrations	1 Records
Death Records	1 Records
Queued Reports	1 Records
SSIS Packages	3 Records
Notifications	0 Records

7. For the ten counties participating in the token pilot:
   - You may want to test that users are able to login with their token on any new computers or with new tokens.
   - Depending on the age of the system, you may need to download a driver for the initial usage of a token on a computer.
   - Confirm you have enough tokens to support any users that will be accessing SVRS on Election Day. If you do not have enough tokens, please contact the GCR / Quest Help Desk by mid-day Friday.
   - The token is associated to a username and therefore can be used on any computer. If a token has been disabled, the county administrator(s) can enable the token for their users without having to create new usernames.
   - Computers used for election day should have Google Chrome installed.

Very Truly Yours,

J. Bradley King, Co-Director
Angela M. Nussmeyer, Co-Director