



Election Division Dispatch

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NEWS & UPDATES

January Build

In mid-January, important updates and enhancements were made to SVRS. Updates include changes in handling corrections to voter registration records, adding “proof of residency” to the types of documents being uploaded to a voter profile, and refinements to the absentee module. Build Notes and training videos are now available on the INSVRS county portal.

CISA Resource on Generative AI

Last month the Cybersecurity & Infrastructure Security Agency (CISA) released a new fact sheet on generative AI (artificial intelligence) and its potential impact on the 2024 election cycle. This resource provides an overview of relevant AI-enabled capabilities, how they can be used by bad actors to target election infrastructure, and basic actions election officials can take to mitigate these risks. To download this fact sheet, visit: <https://www.cisa.gov/resources-tools/resources/risk-focus-generative-ai-and-2024-election-cycle>

IED Certification of Federal & State Candidates for May Ballot

IED will certify the list of Democratic and Republican candidates running for federal, statewide, state legislative, and judge offices in the primary election to counties not later than Friday, February 23, 2024. It's important to note the initial list provided may not be final. The Indiana Election Commission (and county election boards, too) have until NOON, Thursday, February 29, 2024, to determine the outcome of any candidate challenges, so it is possible an amended list may be sent to counties depending on the challenges filed.

Please do NOT rely on lists you find on websites, even those found on the IED website. The certified lists from IED will contain the official information for you to use for ballot-building purposes.

FEBRUARY WEB TRAINING

Feb. 6 & 8 | Reports Overview

Feb. 13 & 15 | User Account Management in SVRS

Feb. 20 & 22 | APS-VPD Overview

Feb. 27 & 29 | Absentee FPCA Overview

2024 Calendar is posted to the INSVRS County Portal but is subject to revision.

CALENDAR

Feb. 6, 2024 (NOON): Deadline for CAN-4 (D/R US Senate) and CAN-25 (D/R Governor) petitions to be filed with COUNTY for certification of signatures

Feb. 7, 2024: Last day for county VR officials to complete VLM activities before “freeze” period begins on Feb. 8, 2024

Feb. 9, 2024 (NOON): Candidate Filing closes

Feb. 16, 2024 (NOON): Candidate withdrawal deadline for May primary (CAN-10) for all candidates but US President

Feb. 16, 2024 (NOON): Deadline to challenge a candidate who filed to run in May 2024 primary (CAN-1)

Feb. 16, 2024 (NOON): Deadline for a candidate running in D/R primary for an office paying more than \$5,000 in a calendar year to open a campaign finance committee (CFA-1)

Feb. 16, 2024 (NOON): Deadline for D/R member of CEB to request unopposed candidates for delegate or PC to be placed on the ballot; otherwise, unopposed candidates for party office are not included on the ballot

Feb. 20, 2024 (NOON): Deadline for county VR official to file VRG-21 with IED

Feb. 22, 2024 (NOON): Deadline for D/R candidate for US President to withdraw from the primary election (CAN-10)

Feb. 23, 2024 (NOON): Deadline for a public question to be certified to the CEB for the May primary election

Feb. 23, 2024: Deadline for VSTOP to provide counties with list of voting systems to test at public test

Feb. 29, 2024: Deadline for CEB to determine CAN-1 challenges

Mar. 1, 2024 (NOON): Deadline for party committees to file 2023 Annual Report

Mar. 1, 2024: Deadline for CEB to provide written notice to D/R county chair and, if a public question is on the ballot, to the school superintendent that sample ballots are ready to review

Mar. 18, 2024: Deadline for ABS ballots to be delivered to CEB

Mar. 18, 2024 (NOON): Deadline for CEB to notify D/R chairs of number of ABS voter boards, counters, couriers needed for May primary

Mar. 22, 2024 (NOON): Deadline for D/R chairs to nominate individuals to ABS voter board, courier, counter positions

Mar. 23, 2024 (NOON): Deadline to send ABS ballots to those with approved apps

Mar. 29, 2024: IED Closed (Good Friday)

April 8, 2024: Statewide VR Deadline

April 8, 2024: Deadline for CEB to conduct public test of voting systems

April 9, 2024: First day of early voting

April 12, 2024: End of pre-primary report period

April 18, 2024: Travel Board appointments begin

April 19, 2024 (NOON): Deadline to file pre-primary report

April 25, 2024 (11:59PM): ABS-MAIL/ABS-VPD Deadline

IN FOCUS: CANDIDATE CHALLENGES & HEARINGS

Candidate filing for the Democratic and Republican party primaries closes at noon (prevailing local time), Friday, February 9, 2024, and candidates have until noon, Friday, February 16, 2024, to withdraw their name from placement on the ballot. (Note: presidential candidates have a little extra time to withdraw.)

The candidate challenge period ends at noon, Friday, February 16, 2024. A voter in the election district or a Democratic or Republican county chair within the election district may file a challenge using the CAN-1 form.

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. However, keep in mind that certified mail travels very slowly. Tracking information is often helpful to CEB members if either person fails to attend the hearing. (Sending additional notice by email can be a helpful back-up, 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.

For the May 2024 primary election, the CEB has until Leap Day, Thursday, February 29, 2024, to determine to uphold a filed challenge or not.

VR CORNER

Receiving VRG-6 Apps from Full Service Agencies

Federal law designated certain state entities as a “full service” agency, which requires voter registration to be offered for specific transactions.

In Indiana, the VRG-6 is a uniform VR form across all full service agencies using it EXCEPT that the form number is customized to the agency. This is the number counties enter for the NVRA tracking number. The VRG-6 is not available online, since it is a specialized form that may only be used by full service agencies. If your local agency needs the VRG-6 file, please have them contact IED at elections@iec.in.gov

While those getting a driver’s license or ID card from the BMV have their VRG-6 transmitted electronically through SVRS, other full service agencies submit their VRG-6 paper applications by mail or hand-delivery.

When a paper VRG-6 is transmitted to your office, the VRG-9 cover sheet is to be included, which tells the county how many applications and declinations are included. The county VR official is to then provide the VRG-8 receipt to the full service agency.

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, 2024. (IC 3-10-1-5(d))

Q. Can I use the list on the IED website to build my ballot for federal and state candidates?

A. No. This is not recommended. The certified list of candidates for federal, statewide, state legislative, and judicial offices will be sent to counties not later than February 23, 2024. This is the official list of candidates that are to be printed on your ballots, and this list may be different from what is posted online.

Q. What can or can’t we do during the VLM “freeze”?

A. All counties need to complete their voter list maintenance activity to move voters records to “inactive” status not later than Feb. 7, 2024, or 90-days before the May primary. Otherwise, counties may continue to update or add new registrations, cancel registration records at the written request of the voter or due to death or disenfranchisement following criminal conviction.

BALLOT PRINTING ORDER FOR MAY PRIMARY ELECTION

Timeline

Counties must estimate the number of provisional and absentee ballots your county will need not later than March 8, 2024.

Then, your county must receive the order of absentee ballots not later than Monday, March 18, 2024. (If your county uses a ballot-on-demand printer, then the CD or equivalent with the ballot files should be delivered by this date.)

Lastly, counties using optical scan paper ballot cards or traditional hand-counted paper ballots need to order Election Day ballots. The print order should arrive on time for your county to organize the ballots for pick-up by Inspectors the Saturday or Sunday before the election.

To order Election Day ballots for the May primary election, a county needs to review its 2022 November election precinct level results and identify which Democratic candidate was the top vote getter in each precinct, and which Republican candidate was the top vote getter in each precinct to set forth the minimum number of ballots to order.

Figure 1 below is an example of how many ballots and of which party type should be ordered for each precinct on Election Day. (No, state law does

not permit counties to back out any absentee voters; you must follow this law for ordering in the primary.)

Some counties use a voting system where a blank ballot card is inserted into a ballot marking device, the voter makes their selections, and a completed ballot card is printed for the voter to insert into the opScan tabulator. You would still follow the ballot ordering rules, though instead of having printed ballots, you would be ordering blank ballot stock at this minimum threshold.

If you are a vote center county using printed ballot cards or blank ballot card stock, then you'll want to go through this same exercise and sum the minimum precinct order to reach a total minimum to deliver to each vote center. Using the example below, each vote center would be supplied with at least 237 D ballots (125+112) and 215 R ballots (101+114).

Please note: the ballot printing rules and needs are different for the November general election.

Special Ballot Styles

In a primary election, a county must print one ballot style for the Democratic Party and one ballot style for the Republican Party.

However, some jurisdictions will have a public question certified to them for

the May primary, which requires its own special "non-partisan" ballot style for those voters who do not want to vote in a party's primary election but do want to vote on the referendum.

If there is a public question that appears in some or all of the precincts in the county, then you must 1) print the public question on the D & R primary ballots, 2) create a non-partisan ballot with only the public question for the reason stated above, and 3) print special 17-year old D & R ballots that do NOT include the public question but do include the candidates.

In May, the "17-year-old" ballot would also be used for those voters who moved out of the school corporation district in the final 30-days before the election, if a public question for the school was on the ballot. These voters are entitled to vote for candidates to elected or party office, but not permitted to vote on the school corporation's public question.

Don't forget that primary election ballots should have the name of each party printed near the top of the ballot, and it's also permissible to include color coding to allow for better visual identification for poll workers to pull the proper party's ballot requested by the voter.

Precinct	Office	D Candidate Votes Cast	R Candidate Votes Cast
Perry 1	Dogcatcher	85	92
Perry 1	Sheriff	125	50
Perry 1	Auditor	73	101
Perry 2	Dogcatcher	112	68
Perry 2	Sheriff	65	114
Perry 2	Auditor	89	92

Minimum D Ballot
Print Order for Perry 1

Minimum R Ballot Print
Order for Perry 1

Minimum D Ballot
Print Order for Perry 2

Minimum R Ballot Print
Order for Perry 2