



Election Division Dispatch

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NEWS & UPDATES

County Trainings with IED

Since we were not able to meet much in person in 2020, IED is looking at hosting monthly online seminars on election administration, generally. We are shooting for monthly, hour-long presentations, and will do our best to honor this commitment. Stay tuned for details.

For those of you who are new, the state partners with Civix to help manage our statewide voter registration system (SVRS). Civix hosts online training opportunities to train on SVRS, and the training calendar is found in SVRS. If you need help accessing the calendar, please contact the Help Desk. These trainings will continue in 2021. You can also request a customized online training with Civix, though the team is not traveling for hands-on instruction, due to the pandemic.

Campaign Finance: Administratively Disband

As you and your county election board (CEB) become more familiar with the state's campaign finance act (CFA), you've likely found committees who fail to file required reports despite best efforts to contact them about delinquent reports. Each year, not later than the last Friday of January (January 29, 2021) state law requires the CEB to review its list of open committees and determine if any committee has not 1/ filed a report of receipts and expenditures (CFA-4) in the last 3 years, has \$1000 or less cash on hand, AND has no outstanding debts noted on their most recent CFA-4 filing. If those three things are true, then the CEB can send notice of a hearing to the chair and treasurer of the committee that the CEB intends to administratively disband the committee. At the hearing the CEB will make its determinations and follow the procedures found in IC 3-9-1-12.

December Hotfix

Last month the following improvements were made to indianavoters.com (IV.com) or SVRS:

- Added a printer icon to the ABS hopper grid to allow county users to reprint current online ABS apps
- Clarified mailing address section of the online ABS app on IV.com. "Mailing address is same as residence address" checkbox text was changed to "DIFFERENT mailing address." A voter must click "Different Mailing Address" to enter the address where their ballot is to be mailed.
- Provided more context on IV.com for voters in "pending" status to explain counties must take action on the change request and the 7-day pending period must expire before site reflects updates.
- Allow public users to edit their phone number and email address on the online ABS app. If info is contained in their registration record, the app will pre-populate these fields

CALENDAR

January 1, 2021: IED Closed - New Year's Day

January 1, 2021: Start of term for newly elected officeholders

January 4, 2021: Deadline to apply vote history from 11/3/20 election to voter records in SVRS, unless a recount or contest action was filed

January 4, 2021: First day of session for the Indiana General Assembly

January 11, 2021: First day of term for Governor & Lt. Governor and Attorney General

January 18, 2021: IED Closed - MLK Day

January 20, 2021 (NOON): First day of term of US President & Vice President

January 20, 2021 (NOON): Campaign Finance CFA-4 Annual Reports Due for OPEN Candidate Committees & PACs (See March 1 for related date)

January 29, 2021: Deadline to determine if any campaign finance committee can be administratively dissolved (IC 3-9-1-12)

January 31, 2021: Deadline for newly elected office holders to take their oath of office

February 1, 2021: Deadline for newly elected office holders to file their oath of office

February 19, 2021 (NOON): Deadline for a political subdivision to certify to the circuit court clerk a special election for a controlled project to be held on May 4, 2021

March 1, 2021 (NOON): Deadline for Regular Party Committees to file 2020 Annual Report

March 5, 2021 (NOON): Deadline for a school corporation to certify to the circuit court clerk a special election for a school tax or school safety levy referendum to be held on May 4, 2021

JAN. WEB TRAINING

Jan. 14 & 21 | New User Training

2021 Calendar now posted to INSVRS County Portal. Dates/times subject to change. Please verify against the calendar.

IN FOCUS: Special Elections & 2021

For most counties, no elections will be conducted in 2021. But like much of our state's election laws, there are exceptions to this rule.

A handful of municipalities will have an election in 2021 pursuant to their town charter. The town of Vernon, for example, is required to hold its election in March 2021 as their charter dating back to 1851 requires them to do so. Their town holds a simple paper ballot election at their county courthouse on election day to determine who leads their town for the next term.

It's also possible for a special referendum election to be held for controlled projects or certain property tax increases. While the general framework of administering elections is to be followed, the rules to call for these types of election generally involve the Indiana Department of

Local Government Finance (DLGF).

The DLGF website (in.gov/dlgef) is a great resource. When on the main page, look for the "Referendum" tab in the left toolbar navigation. It explains the types of public questions and offers current and past public question elections.

Some public questions qualify for the ballot via petition process, where a specific signature threshold must be met. Those petitions are not created by IED; instead, you will contact DLGF for the document to make available in your office.

Additionally, referendum elections held in 2021 must be held on the "normal" election days: the first Tuesday after the first Monday in May or November. Therefore, a special election may be conducted on May 4, 2021 OR November 2, 2021.

Specific deadlines must also be met by the unit of government to certify the question to the county clerk in order for the election to be held. **Controlled project** questions must be certified not later than noon, February 19, 2021; & noon, March 5, 2021 is the deadline to certify a **school tax levy** or **school safety public questions**.

Finally, unlike a year where an election is normally conducted, a unit of government requesting a special referendum election in the "off-year" must pay for the full cost of the election. (IC 6-1.1-20-3.6 & 20-46-1-14)

To learn more about authorized public questions please see our brochure: <https://www.in.gov/sos/elections/files/2020%20Referendum%20Brochure.FINAL.pdf>

VR CORNER

2021 Redistricting

This year the Indiana General Assembly will be tackling redistricting by establishing the boundaries for state legislative and Congressional districts using data from the 2020 Census called census blocks.

While election administrators are accustomed to precincts, the census block is an even smaller unit as a precinct is made up of one or more census blocks. Further, state law does not permit a federal or state legislative boundary to "split" a census block. It's also possible a new district will be described in legislation as X township plus blocks A, B, C.

When this occurs, the county commissioners (for most counties) will need to re-draw precinct boundaries in 2021 to incorporate the census blocks into a new or existing precinct, as the precinct also cannot be "split" for state and federal election districts. (Also true for most local units of government.)

More information about reprecincting will be coming in the months ahead, though IED and its partners are currently working to incorporate GIS tools into SVRS to assist with this work. Stay tuned!

2021 Statewide VLM Postcard Mailing

In addition to redistricting, state law also requires IED to conduct the statewide voter list maintenance (VLM) project. This project is expected to launch in late Spring 2021. More information to come.

QUESTIONS OF THE MONTH

Q. Are all election deadlines "NOON" deadlines?

A. Unless otherwise stated in the specific statute, election deadlines are "noon" deadlines. See IC 3-5-4-1 for more details. If a deadline for filing falls on a weekend or a day when the office is closed, then the deadline does roll-over to the next business day at noon. (IC 3-5-4-1.5)

Q. Do all committees file an annual campaign finance report in January 2021?

A. All OPEN candidate and political action committees are required to file a 2020 Annual Report not later than noon, January 20, 2021. The green *Campaign Finance Manual* goes in to more detail on this subject. Regular party committees (i.e. your county, district, and state parties) have an extended deadline: noon, March 1, 2021.

Q. A candidate lost their election in November 2020. They no longer have to file campaign finance reports, right?

A. All committees must file a final/disbands CFA-4 report with the county (or with IED if their committee was set-up with the state) in order to have a CLOSED committee. The final report must show a \$0 balance and have no loans/debts owed to or by the committee. If the candidate did not file their final/disbands report with your office, then the committee must file required reports until it officially disbands and are subject to fines if delinquent.