



Election Division Dispatch

Brad King & Angie Nussmeyer, Co-Directors | November 2024

NEWS & UPDATES

BMV Open on Election Eve & Election Day

State law requires BMV branches that issue credentials like driver's licenses or state ID cards to be open from 8:30A to 8P, local prevailing time, Mon., Nov. 4, 2024 and from 6A to 6P, local prevailing time, Tues., Nov. 5, 2024, to assist individuals in getting ID required to vote.

As a reminder, state law requires a photo ID used for voting purposes to include a photo of the voter, be issued by the state or federal government, be current or expired since 11/8/22, and include the voter's name that conforms (not necessarily be an exact match!) to their registration record. (IC 3-5-2-40.5) Further, an address on a state ID does not need to match the person's registration record. Exceptions exist for military and veterans' IDs and certain Native American Tribal IDs.

ENR Summary or Precinct Results Selection Deadline

Counties have the option to enter summary level results or precinct level results (by hand or through upload) in SVRS, which is then used to display election results at indianavoters.com/electionresults and also is used to populate data in the statements of votes cast used to certify the election.

Please make sure your county's preference is toggled to the method of reporting your county wants to use not later than 6PM (ET), Fri. Nov. 1, 2024. In order to avoid impacts with reporting, this toggle cannot be used after this deadline to switch to the other method.

Election Results Reporting

Unofficial Results: State law requires county election officials to report in SVRS their unofficial results at 8PM, 10PM and 12AM. If work continues into the next day, then unofficial results are to be updated in SVRS hourly beginning at 9AM. Of course, counties will need to add to their unofficial results any valid provisional ballots as determined by the CEB at their hearing, write-in votes that can be counted, and any valid mailed absentee ballots sent by overseas military or overseas civilian voters by mail. **Please be certain your election results in SVRS are updated to reflect these changes!**

The CEB will then submit the canvassed results in SVRS using the CEB series of forms (except the CEB-9) not later than noon, Mon., Nov. 18, 2024. The CEB-9, Section I along with the county's precinct level results are to be filed in SVRS not later than noon, Tues., Nov. 19, 2024. Training materials on finalizing your election results reporting can be found on the INSVRS County Portal. The CEB-9, Section II reporting is due by Dec. 13, 2024, which is information needed to complete the state's EAVS survey that is used in a report to the U.S. Congress regarding outcomes from federal elections.

CALENDAR

- November 2, 2024: Second of two Saturdays ALL counties must be open for early voting
- November 4, 2024: Multiple deadlines, including NOON deadline for early voting, to receive an ABS-Traveling Board application, or to receive FPCA requesting an emailed or faxed absentee ballot
- November 5, 2024: Election Day
- November 5, 2024 (6PM): Deadline for county to receive ABS-Mail ballots or ABS-VPD faxed/emailed/mailed ballots or FPCA faxed/emailed ballot (See noon, November 15, 2024 for related deadline)
- November 5, 2024 (6PM): Deadline for first-time voter in Indiana to provide proof of residency, if needed to cure their provisional ballot
- November 11, 2024: Veterans' Day (IED Closed)
- November 13, 2024 (NOON): Deadline for voter to file by mail, fax, email, or hand-delivery their ABS-18A or 18B to cure an absentee ballot with missing or mismatched signature
- November 15, 2024 (NOON): Deadline for voter to bring photo ID to CEB or sign PRO-10 affidavit to cure ID issue on a provisional ballot
- November 15, 2024 (NOON) Deadline for CEB to receive mailed absentee ballots from overseas military and overseas citizens postmarked on or before 11/5/24 to be counted
- November 15, 2024 (NOON): Deadline for CEB to hold provisional ballot hearing
- November 15, 2024 (3PM): Deadline for CEB to make a determination on counting or rejecting provisional ballot
- November 18, 2024 (NOON): Deadline to use SVRS to certify election results to IED
- November 19, 2024 (NOON): Deadline to use SVRS to file CEB-9 Section I (Section II due later in December) in SVRS
- November 19, 2024 (NOON): Deadline for candidate to file recount/contest action
- November 19, 2024: Indiana General Assembly Organization Day
- November 22, 2024 (NOON): Deadline for party chair to file recount/contest action
- November 22, 2024 (NOON): Deadline for county to correct the certified election results to IED
- December 17, 2024 (10AM): Presidential Electors Meet at the Indiana Statehouse

NOVEMBER WEB TRAINING

Nov. 7 | Post Election Processing

Nov. 12 & 14 | CEB Form Generation

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

IN FOCUS: Overseas ABS Voters, FWABs, Provisional Ballots & Recounts

OVERSEAS VOTERS

Military members and their spouse or dependents residing overseas or overseas US citizens that requested a mailed absentee ballot using the Federal Post Card Application (FPCA) have an extended deadline for the CEB to receive their completed ballot. If the ballot security envelope is post-marked on or before Nov. 5, 2024, and received not later than noon, Nov. 15, 2024, then it is considered timely and counted, if the voter is otherwise qualified. A reminder that faxed or emailed ballots requested by a military or overseas voter are due by 6P, Nov. 5, 2024, to be counted.

Federal Write-In ABS Ballot (FWAB)

Any military or overseas voter using the FPCA can have a FWAB on file with the CEB. The FWAB is the voter's "back-up" ballot should the original absentee requested by the voter is not returned by the state's deadline.

If the voter filed a FWAB for this election, then a bi-partisan remake team will determine the voter's intent from the FWAB and transcribe the voter's choices on an optical scan ballot card. Keep in mind that the voter does not have to spell the candidate's name correctly, or can simply write the political party the voter is choosing for their entire ballot or in one specific contest. (IC 3-12-1-19).

PROVISIONAL BALLOTS

(IC 3-11.7, generally)

Reminder! State law requires counties to notify voters when the provisional ballot hearing is scheduled through a portal part on indianavoters.com. Training materials regarding how to enter this information into SVRS is available on the SVRS County Portal.

The provisional ballot hearing must be conducted not later than noon, ten days

after the election (or Nov. 15, 2024) and the CEB must make a determination to count provisional ballots not later than 3PM that same day. Voters received notice of the hearing when they were given the PRO-9 by election workers.

The board will need to review the facts and apply the law to determine if a voter's provisional ballot is to be counted. Some issues are easier to adjudicate. For example, a voter was challenged for not having valid photo ID. The voter has a hard deadline of noon, ten days after the election to present their ID to the CEB or affirm they are indigent or have a religious exemption when completing the PRO-10 form.

Or, an absentee voter was found to have a missing or mismatched signature and the ABS-18A or 18B was sent. The voter has until noon, eight days after the election to return the affidavit by email, mail, fax or hand-delivery. If not, then the CEB cannot count the voter's provisional ballot.

Generally, if the voter is found not to be a qualified voter of the precinct, then the provisional ballot should not be counted. However, if the voter is found to be a qualified voter of the precinct by the CEB, then the provisional ballot is to be counted unless the provisional ballot was cast as a result of:

- 1/ a court order extending polling location hours (court will provide direction on this group of voters);
- 2/ being omitted from a poll list and the voter provided a receipt documenting that the voter timely applied at a voter registration agency like the BMV or FSSA;
- 3/ failing to produce required ID by the noon, ten-day post election deadline;
- 4/ failing to provide proof of residency if required to do so not later than 6PM on election day; or
- 5/ not submitting the ABS-18A or 18B by

noon, eight days after the election.

LOCAL RECOUNTS (IC 3-12-6, generally)

All CEBs must certify their election results to IED not later than noon (Indy time), Nov. 18, 2024, using SVRS. (The CEB-9, Section I is due by noon, Nov. 19, 2024.) A candidate can file for a recount not later than noon, Nov. 19, 2024, and a county party chair can file for a recount by noon, Nov. 22, 2024.

There are no automatic recounts in

Indiana! Instead, the vote margin between the candidates dictates the amount of the bond the individual pays. The person filing the recount, at minimum, must pay the filing fee for a civil court case and a bond amount of at least \$100.

The \$100 bond allows for up to ten precincts to be recounted. If the vote margin is 1% or less, then each additional precinct is \$10. If the vote margin is more than 1%, then the price per precinct is \$100.

For example, the person filing the lawsuit wants to recount 15 precincts. If the vote margin is 1% or less, her bond will be \$150. If the vote margin is more than 1%, then her bond is \$600.

The judge assigned to the civil miscellaneous case will set up a recount commission made up of one D and one R member and a technician, or a person familiar with the voting system. The local recount commission manages the process and brings the findings back to the judge, who makes the final determination.

Statewide and state legislative candidates use different procedures, so please direct those inquiries to IED. More information on these topics can be found in the blue *2024 Election Administrators' Manual*.

CERTIFICATES OF ELECTIONS, COMMISSIONS & OATHS

County clerks may begin issuing certificates of election to newly elected officials after 12P local prevailing time on Nov. 22, 2024. As a reminder, the certificates of election contain an oath of office in the packet. However, candidates are not required to use this oath form. Sample text for the oath of office can be found in the blue *Election Administrator's Manual*, if you have newly elected officials that wish to have an oath of office put on letterhead or fancier paper at a swearing-in event organized by their party, for example.

Remember, **constitutional officeholders** (Prosecuting Attorney, Judge, Sheriff, Clerk, Auditor, Treasurer, Recorder, Coroner, Surveyor) **will NOT receive a certificate of election** from the county clerk. Instead, this group will receive a Commission from the governor, which also includes an oath form. Except for prosecuting attorney and judges, who file their oaths with the SOS, all other newly elected officials are to file their oath of office with the county clerk not later than Jan. 31, 2025.

QUESTIONS OF THE MONTH

Q. Can media watchers really film or take photos in a polling place?

A. Yes, but they cannot do so in a way that would reveal how a voter voted. Remember, only a newspaper of general circulation in the county where an election is held; a news service operating in the county where an election is held; or a radio or tv station operating in the county where an election is held may appoint watchers. The media watcher must have a credential, in writing, that states the person is an appointed watcher, the name of the individual, and the person that appointed the watcher.

Q. Are watchers entitled to receive a totals tape printed out from our voting equipment after the polls close?

A. Yes. See IC 3-6-8-4; IC 3-6-9-13; IC 3-6-10-5.5.

Q. Are we required to give state or county party chairs ePollbook data on Election Day or during early voting?

A. Yes. State and county party chairs, who are entitled to appoint watchers under our state's Election Code, are entitled to receive ePollbook data upon request. Further, vote center counties should have the cadence of the times when these reports are to be made available in their vote center plan.

Q. Can an absentee ballot that is requested to be sent by email or fax be remade on a DRE machine?

A. No. State law requires that an absentee ballot that is returned by fax or email be remade ON Election Day using an optical scan ballot card designated for the voter's precinct. A bi-partisan remake team will determine the voter's intent and mark the ballot card with the voter's choice. It is important the team add a serial number to the faxed/emailed ballot and apply the same serial number to the ballot card in an area where the tabulator will not pick up stray marks. The serial number should in no way identify the voter. It is used in the event of a recount to match the voter's original emailed or faxed ballot against the remade ballot card. Note: Only voters with print disabilities using the ABS-VPD form or military and overseas voters using the FPCA are entitled to receive an absentee by email or fax.

Q. Can we start our central count of absentee ballots before Election Day?

A. Yes, if the county **unanimously** agrees to follow the procedures found in IC 3-11.5-4-11.5, This allows the central count team to perform their required review under IC 3-11.5-4-12 & IC 3-11.5-4-13. However, **NO ABSENTEE BALLOT can be scanned or tabulated before Election Day.** Results also cannot be released to any person, even CEB members, before 6PM, Election Day, including those absentees counted throughout the day.

Q. Do we have to perform the second signature review for absentee ballots during the central count?

A. State law allows a county election board to unanimously agree to forego the second signature review on travel board and in-person absentee (early voting) ballots only. See IC 3-11.5-4-12 for details. If such a policy is adopted, then only MAILED absentee ballots are to go through a second signature review by central count teams. If no such policy is adopted, then all absentee ballots, regardless of method, must go through a second signature review. Details are found in the blue *Election Administrators' Handbook*.

VR CORNER

VRG 4/12's

State law permits the county VR official to access election materials "upon delivery of the poll lists" to retrieve the VRG 4/12 to update the voter's registration record. (IC 3-10-1-31.1(d)) Once work is complete with the 4/12, including scanning into SVRS, the VRG 4/12's are to be stored with the election materials from this election for a period of at least 22-months.

Voting History

County voter registration officials can begin updating vote history from the Nov. 5, 2024 election once the poll lists are returned to the CEB. If a state or local recount is going to be conducted, your election materials will be impounded. For those counties using paper poll lists, this means you will not have access to the poll lists to make updates. However, you can make copies of the poll lists if copies are made in the presence of the agency impounding the materials. (IC 3-12-6-19) Vote history must be uploaded to SVRS not later than sixty days following the election. Should a recount be conducted, this deadline is extended to sixty days following the conclusion of the recount. (IC 3-10-1-31.2)

DON'T FORGET!

Voter Registration Re-Opens Dec. 2, 2024

CISA Resources

New On-Demand Video: Personal Security Considerations for Election Workers

CISA prepared an on-demand training video to help election workers assess their security posture and offers practical recommendations and resources to help mitigate potential threats to their personal safety, whether on or off the job. The video is available here: [Personal Security Considerations for Election Workers](#) & a guidebook is available here: [Personal Security Considerations Action Guide](#).

#Protect2024 Sub-Page on Election Threats

CISA published the [Election Threat Updates](#) sub-page on the [#Protect2024 webpage](#) in order to make a one-stop shop for finding recent reporting from the Intelligence Community on the threat environment (including ODNI, FBI, and CISA Joint Statements; ODNI election security updates; FBI and CISA PSAs).

Electionmail.org

Don't forget! Election administrators can log MAIL issues at electionmail.org, which can help troubleshoot issues you are experiencing. The Indiana USPS lead, Trina Webb, also sent invites to counties to hop on a bi-weekly call with her to discuss specific USPS issues. The last hosted call is on Mon., Nov. 4, 2024.