



2024 GR Jump Start

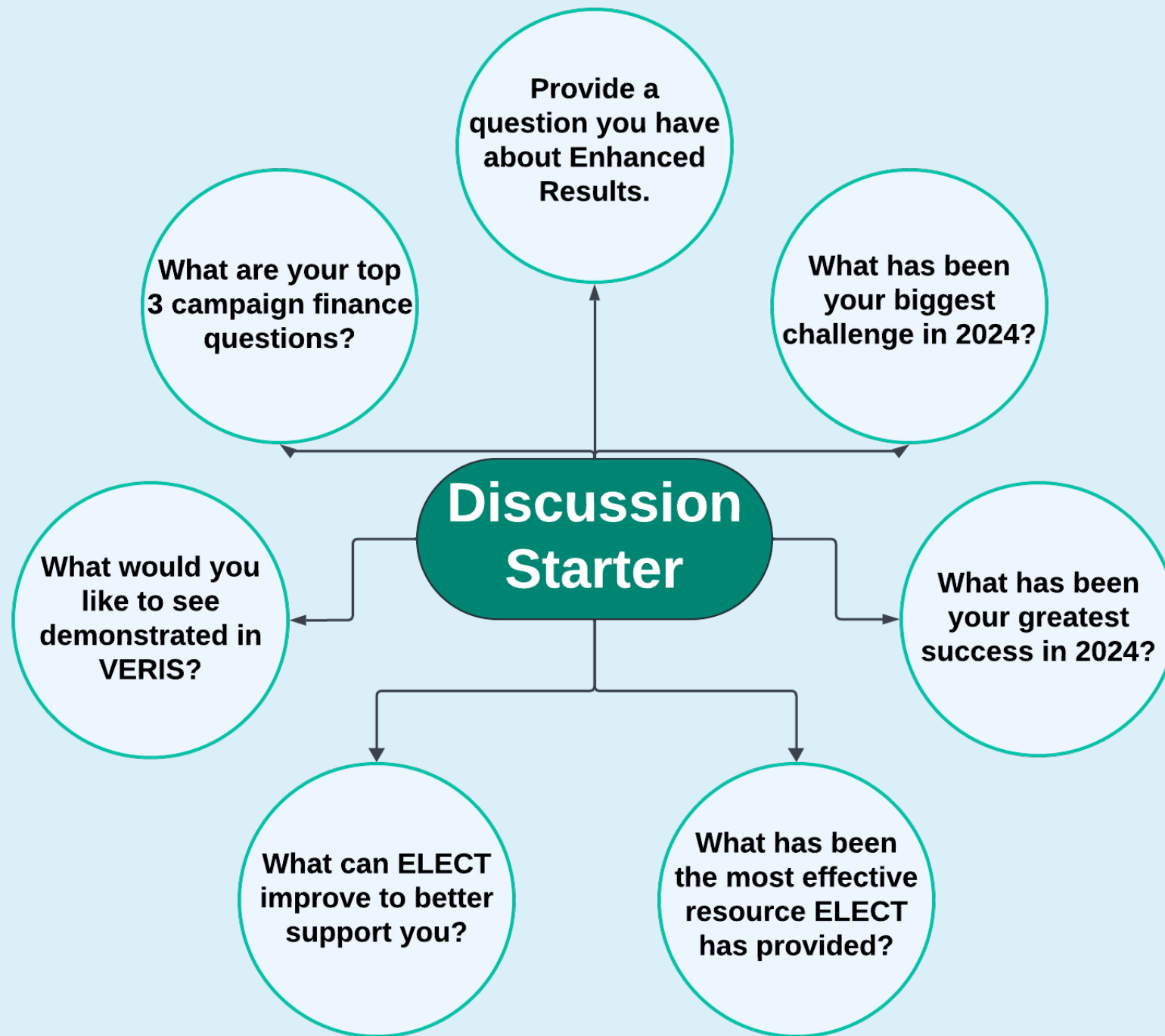
July 17, 2024



Staff Introductions and Welcome

DISCUSSION STARTER







Elections 101

Holding an election
is



Driving the Bus!

Virginia Election Laws: Title 24.2 Elections

Code of Virginia

[Table of Contents](#) » [Title 24.2. Elections](#)

← Title →

Print

Search Title

keyword

Go

Title 24.2. Elections

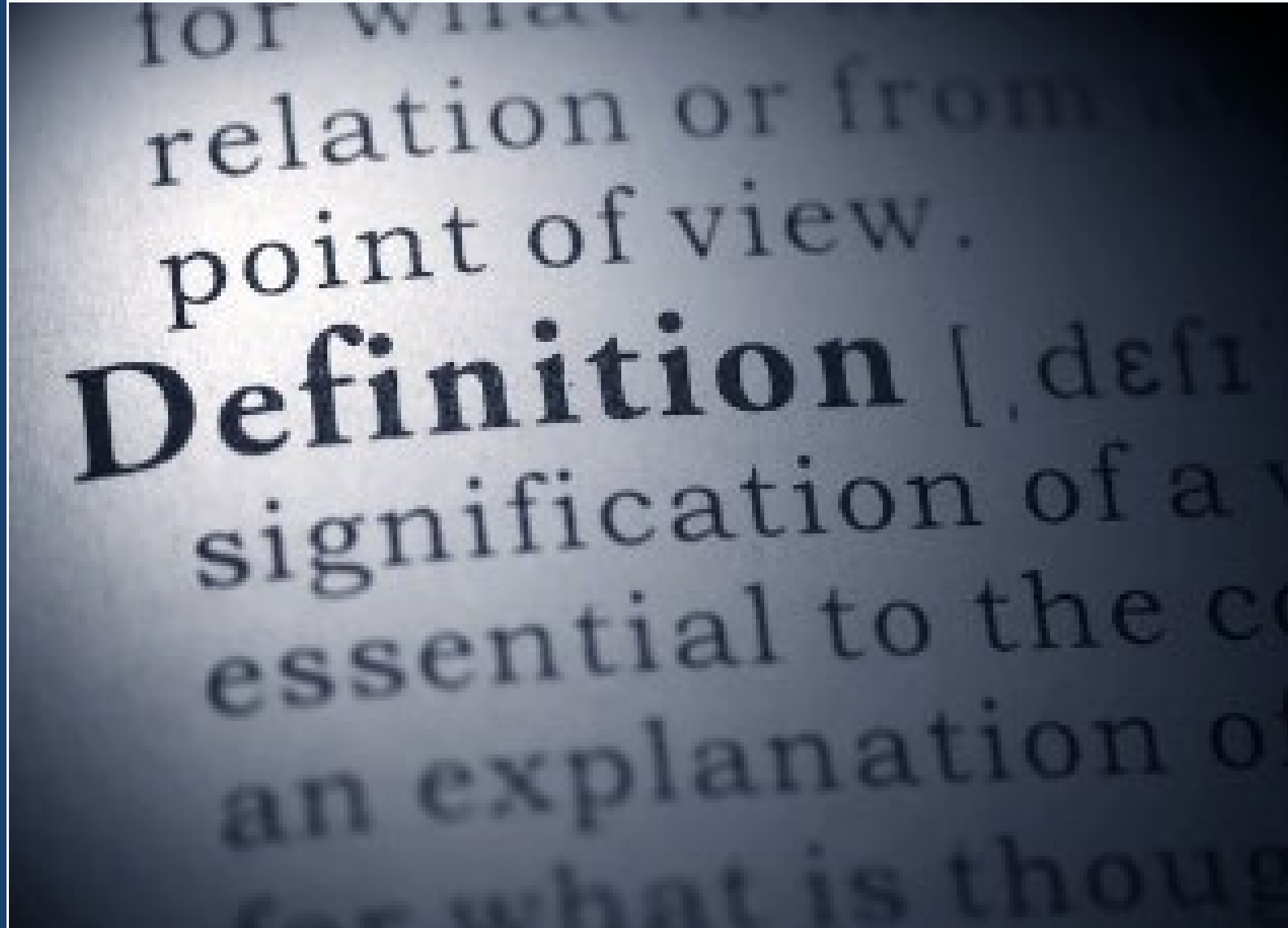
[Read Title](#)

- [Chapter 1](#) General Provisions and Administration [§§ [24.2-100](#) through [24.2-124.1](#)]
- [Chapter 1.1](#) Rights of Voters [§§ [24.2-125](#) through [24.2-131](#)]
- [Chapter 2](#) Federal, Commonwealth, and Local Officers [§§ [24.2-200](#) through [24.2-238](#)]
- [Chapter 3](#) Election Districts, Precincts, and Polling Places [§§ [24.2-300](#) through [24.2-314](#)]
- [Chapter 4](#) Voter Registration [§§ [24.2-400](#) through [24.2-447](#)]
- [Chapter 4.1](#) Uniform Military and Overseas Voters Act [§§ [24.2-451](#) through [24.2-470](#)]
- [Chapter 5](#) Candidates for Office [§§ [24.2-500](#) through [24.2-545](#)]
- [Chapter 6](#) The Election [§§ [24.2-600](#) through [24.2-687](#)]
- [Chapter 7](#) Absentee Voting [§§ [24.2-700](#) through [24.2-713](#)]
- [Chapter 8](#) Recounts and Contested Elections [§§ [24.2-800](#) through [24.2-814](#)]
- [Chapter 9](#) Campaign Finance Disclosure Act [Repealed] [§ [24.2-900](#)]
- [Chapter 9.1](#) Campaign Fundraising; Legislative Sessions [Repealed] [§ [24.2-940](#)]
- [Chapter 9.2](#) Disclosure Requirements for Political Campaign Advertisements [Repealed] [§ [24.2-941](#)]
- [Chapter 9.3](#) Campaign Finance Disclosure Act of 2006 [§§ [24.2-945](#) through [24.2-953.5](#)]
- [Chapter 9.4](#) Campaign Fundraising; Legislative Sessions [§ [24.2-954](#)]
- [Chapter 9.5](#) Political Campaign Advertisements [§§ [24.2-955](#) through [24.2-960](#)]
- [Chapter 10](#) Election Offenses Generally; Penalties [§§ [24.2-1000](#) through [24.2-1019](#)]

General Provisions and Administration

Translation:

Definitions
&
'The Players'



Chapter 1.1

Rights of Voters



Chapter 2

Federal, Commonwealth, & Local Officers

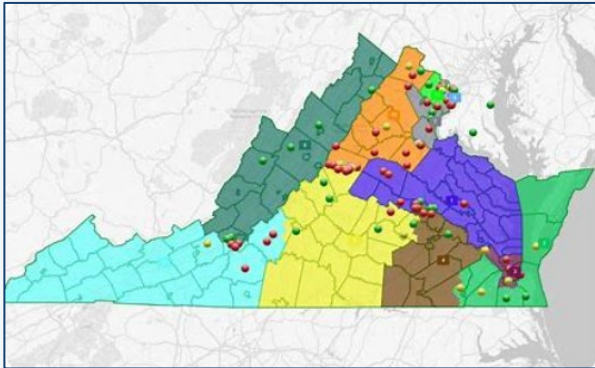
What does chapter 2 actually say?

COMMONWEALTH OF VIRGINIA OFFICIAL BALLOT		
GENERAL ELECTION Tuesday, November 7, 2017		
TO VOTE: 1. USE A BLACK BALL POINT PEN TO MARK THE BALLOT. 2. COMPLETELY FILL IN THE OVAL TO THE LEFT OF YOUR CHOICE LIKE THIS ●. 3. TO VOTE FOR A PERSON NOT ON THE BALLOT FOR AN OFFICE, WRITE THE NAME ON THE LINE PROVIDED AND COMPLETELY FILL IN THE OVAL TO THE LEFT OF THAT NAME.		
Governor (Vote for only one) <input type="radio"/> Ralph S. Northam - D <input checked="" type="radio"/> Edward W. "Ed" Gillespie - R <input type="radio"/> Clifford D. Hyra - L Write-in _____	Member House of Delegates 94th District (Vote for only one) <input checked="" type="radio"/> Shelly A. Simonds - D <input checked="" type="radio"/> David E. Yancey - R <input type="radio"/> Michael D. Barley - L Write-in _____	Commissioner of Revenue (Vote for only one) <input type="radio"/> Tiffany M. Boyle <input checked="" type="radio"/> Donald W. Woodruff, Jr. Write-in _____
Lieutenant Governor (Vote for only one) <input type="radio"/> Justin E. Fairfax - D <input checked="" type="radio"/> Jill H. Vogel - R Write-in _____	Commonwealth's Attorney (Vote for only one) <input checked="" type="radio"/> Howard E. Gwynn Write-in _____	Treasurer (Vote for only one) <input checked="" type="radio"/> Marty G. Eubank Write-in _____
Attorney General (Vote for only one) <input type="radio"/> Mark R. Herring - D <input checked="" type="radio"/> John D. Adams - R Write-in _____	Sheriff (Vote for only one) <input checked="" type="radio"/> Gabe A. Morgan Write-in _____	

EXHIBIT # 2
11/07/17 12:00:00
Ballot Style # 001
Type 001, Rev 0001, 04/01/14

Chapter 3

Election Districts, Precincts, & Polling Places



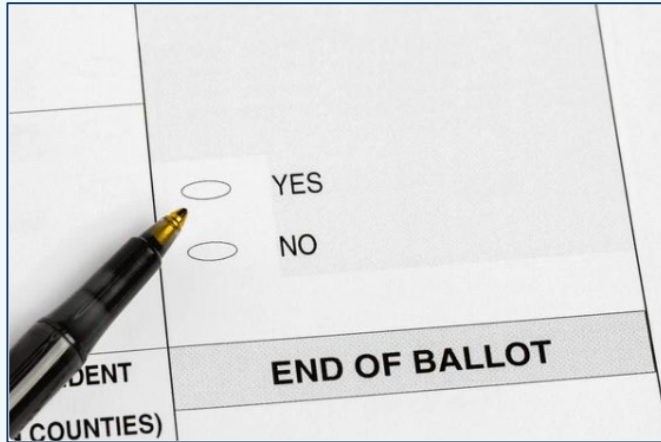
Chapters 4 and 4.1

Voter Registration



Chapter 5

Candidates for Office



Chapter 6

The Election

- Article 1 – General Provisions: Polling Places
- Article 2 – Ballots
- Article 3 – Voting Equipment and Systems
- Article 4 – Conduct of Election; Election Results
- Article 5 – Special Elections

Chapter 7

Absentee Voting



Chapter 8

Recounts and Contested Elections

- What do you find interesting about this content?
- Do you have specific questions?
- Have you ever facilitated a recount?

Chapter 9

Campaign Finance

- Chapter 9.3 – Campaign Finance Disclosure Act of 2006
- Chapter 9.4 – Campaign Fundraising; Legislative Session
- Chapter 9.5 – Political Campaign Advertisement

Chapter 10

Election Offenses Generally; Penalties

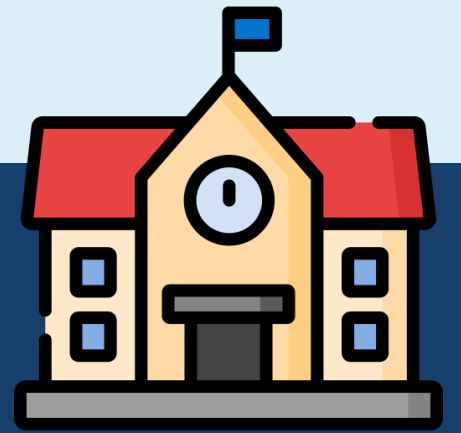
- Offenses and penalties are handled by the Commonwealth's Attorney in the jurisdiction where the violation occurred.





Scenarios Activity

Scenario 1: Voters



A voter who is on the sex offender registry wants to vote on election day, but his polling place is at a school. He is afraid to vote at the school because he fears he will violate his parole. He calls the voter registration office with the question.

Can the individual vote at the school? Please explain.

Scenario 2: Legal Matters



A GR emails the GRLIST:

“My locality is looking into lease agreements with precinct facilities. Is this permissible by code? If there are localities who have lease agreements please share any information and lease agreements.”

What should you consider in responding to this individual? Should you share your lease agreement? Please explain.

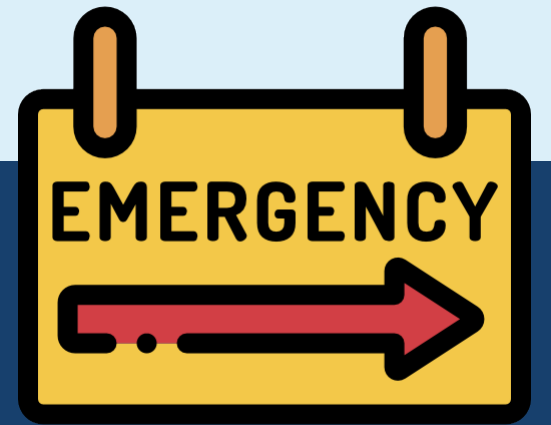
Scenario 3: FOIA



In 2021, many registrars received FOIA requests to inspect ballots and ballot images from previous elections.

Can you provide ballots and ballot images? What resource should you utilize to respond to this FOIA? Please explain.

Scenario 4: Polling Places



Your Electoral Board has two polling places on their alternate/emergency backup list. However, both have now been bulldozed due to new construction in the area. As a result, the Electoral Board members email you and ask the following questions:

What are the parameters for an emergency polling place other than ADA compliance metrics? Do the same rules apply for standard and emergency polling place sites per Chapter 3.3 of the GREB Handbook? Can you give me any other information or instructions that apply specifically for emergency/back up polling places?

How do you respond?

Scenario 5: Day in the Life



It is the first day of logic and accuracy testing for the voting machines that will be used on Election Day.

A candidate for mayor calls your office asking for an email copy of his Statement of Organization.

You receive a call from one of your early voting officers scheduled to work the next day. The officer informs you that her car was totaled, and she will be unable to serve for the remainder of the early voting period. Ten minutes later, two more early voting officers request the following week off due to news of a recently deceased relative.

How would you prioritize this day? How would you respond to the local candidate and the early voting officers?

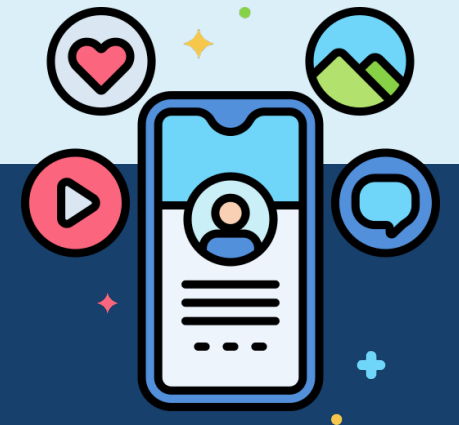
Scenario 6: Voter Outreach



A local real estate company is having an event next weekend. They ask you, as the locality's general registrar, to give a presentation at the event and hand out information on voter registration.

Is this allowed? Where can you look to find the answer?

Scenario 7: Social Media



You have a personal Facebook and Instagram account that you have had for several years. You are constantly receiving friend requests from residents in your locality and local candidates. You also notice that your accounts are not private, and anyone can see your posts.

Should you accept these friend requests? Is it copacetic to keep your accounts public? What are the FOIA concerns regarding your personal accounts? What other issues could surface as a result of these choices? Should you make any changes to your account settings?

Scenario 8: Specials



The Commonwealth's Attorney calls your office. The individual wants to discuss judicial appointments and would like to know about special election dates prior to November.

If you do not know the answer, which of the Title's Chapters would you consult? Is it the GR's responsibility to map out the course of events for the Commonwealth's Attorney's question?

Scenario 9: OOE & Specials



Your Clerk of Court emails you and ELECT with a writ of special election signed by the Circuit Court Judge on Friday, May 17, 2024. The special election date is 8/20/2024. You forward the email to your EB members.

Your Secretary calls asking, “Do we need to train all OOE’s before the SE on all the new law changes going into effect on 7/1/2024?”



Break

10:00am-10:15am



Campaign Finance

Campaign Finance Trigger

In your groups, discuss the following:

1. How did you handle your most recent filing deadline?
2. Do you keep a spreadsheet to track reports?
3. What do you consider while reviewing submitted campaign finance information?



CONGRATULATIONS on your Campaign Finance!

A long term relationship.



A vibrant blue and white fireworks display against a dark night sky. The fireworks are in various stages of explosion, with long, thin streaks of light radiating outwards. The word "CONGRATULATIONS!" is written in large, white, sans-serif capital letters at the bottom of the image.

CONGRATULATIONS!



Campaign Finance Relationship

Let's look at the story of your life together

\$24.2-947.1 You met within ten days of one of the following.

They named a treasurer



They gave you a Q form
\$24.2-501

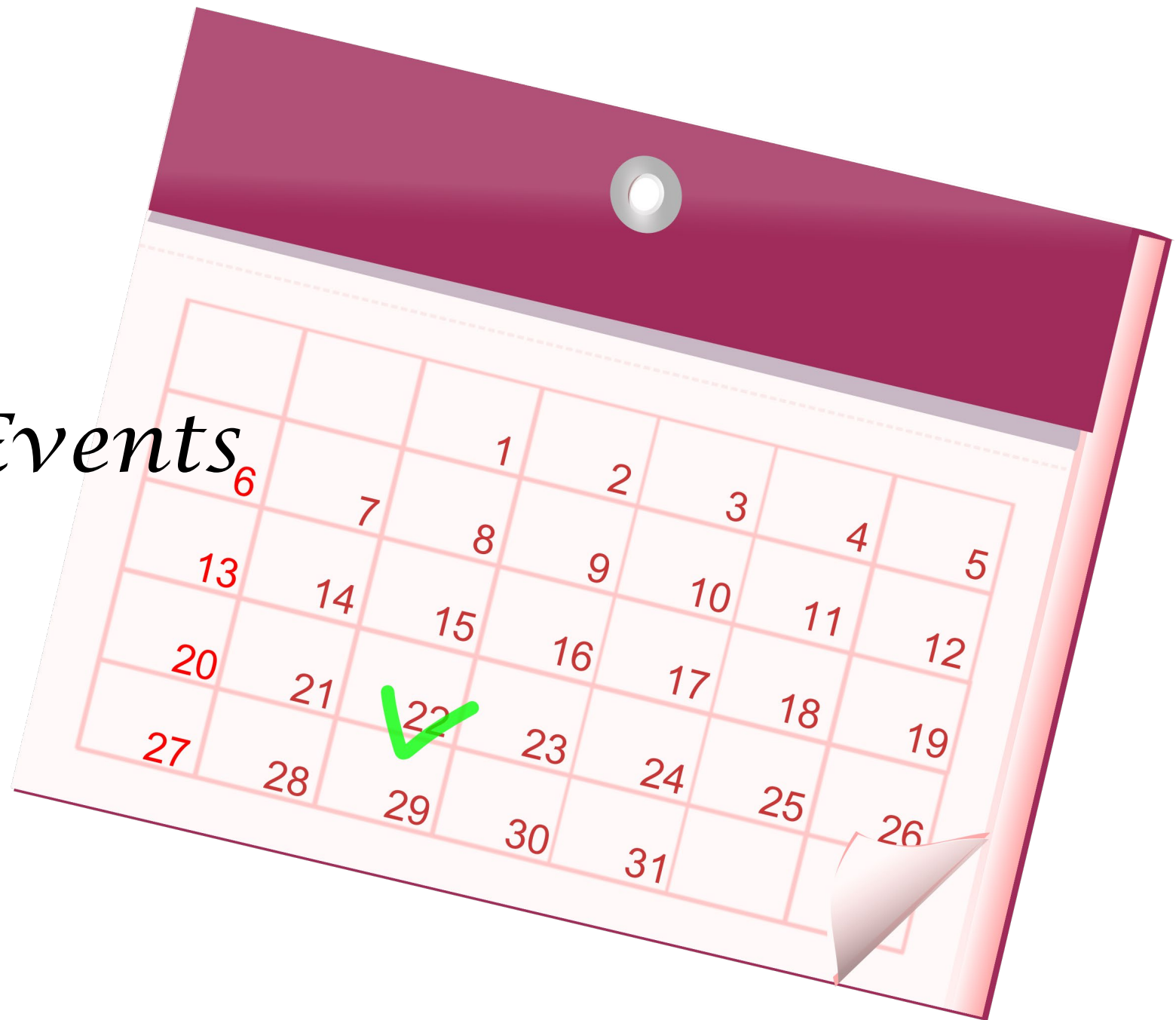


They accepted or spent money



They designated a depository

Important Events

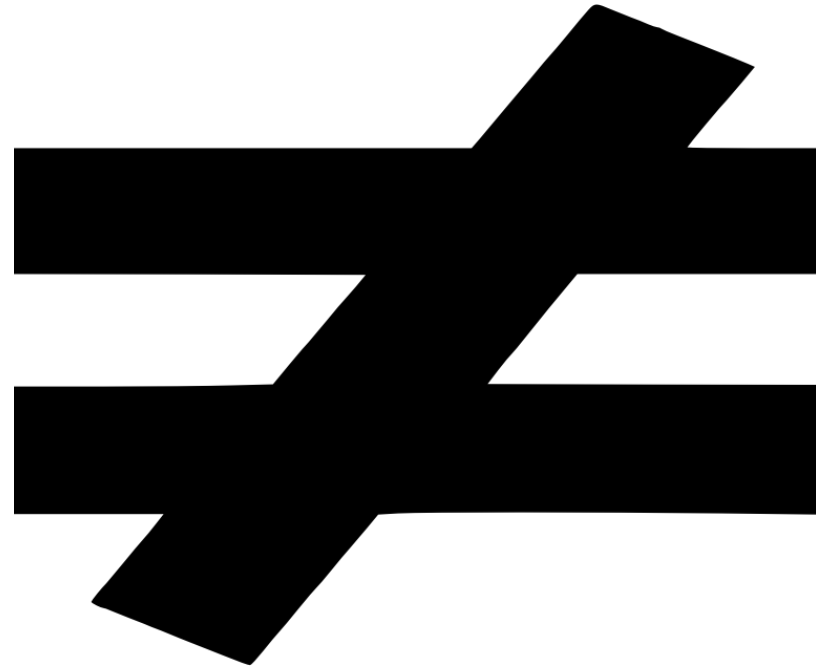




Obie's SOO is
received in 2024
for an office that's
not on the ballot
until 2025

This is Obie. **O**ur **B**eloved

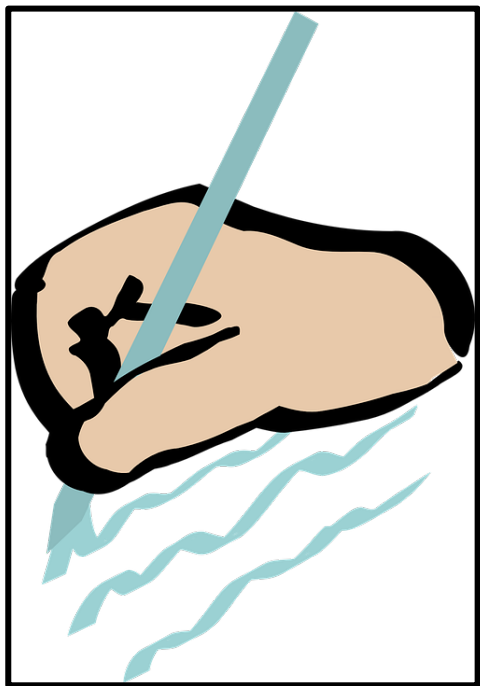
Campaign Finance



Ballot Access

Campaign finance often starts well in advance of ballot access.

Often campaign finance has nothing to do with ballot access.



Write - Ins



“exploratory committees”



Missing Candidates

If you’ve got an SOO for them, then you’ve got to keep track of them.

But how?

§24.2-946.3 places the burden of tracking the campaign finance for local offices in your hands

It does not give ELECT the authority to tell you how to track your campaign finance.



Simple chart

Spreadsheet

Timeline									
Time	Lyrics	Humming	m vox	f vox	tapping	kick	guitar	scratchy	dissonant eek
	-ry. The second								
	swore they would be de-								
	-ceived, as the								
	dove flies over the mulberry								
	tree. The youngest								
	sister let him		start			start			
	in, Jennifer								
	Gentle and Rosema-								
	-ry, and barred the								
	door with a silver								
	pin, as the								
	dove flies over the mulberry								
	tree.		stop	Heavy long verb			strummi ng		
		stop.							
	now you must			start					
1:55	answer my questions		harm.		stop	stop			
	five, Jennifer								

Use what works for you



Dedicated campaign finance calendar

§24.2-947.6

Pre-Legislative Session Reports are due by January 16, 2024**		
Candidate Committees Whose Office is Not on the Ballot in 2024:		
Activity Beginning	Activity Ending	Report Due
January 1, 2024	June 30, 2024	July 15, 2024
July 1, 2024	December 31, 2024	January 15, 2025
Candidate Committee Whose Office is on the Ballot on November 5, 2024:		
Activity Beginning	Activity Ending	Report Due
January 1, 2024	March 31, 2024	April 15, 2024
April 1, 2024	June 6, 2024	June 10, 2024
June 7, 2024	June 30, 2024	July 15, 2024
July 1, 2024	August 31, 2024	September 16, 2024
September 1, 2024	September 30, 2024	October 15, 2024
October 1, 2024	October 24, 2024	October 28, 2024
October 25, 2024	November 28, 2024	December 5, 2024
November 29, 2024	December 31, 2024	January 15, 2025
Large Pre-Election Contribution reporting period - June 7, 2024 through June 17, 2024, and Large Pre-Election Contribution reporting period - October 25, 2024 through November 4, 2024		
Candidates on the Ballot for a Special Election in 2024*:		
Activity Beginning	Activity Ending	Report Due
Inception	12 days Before Special Election	Eight Days <u>Before</u> Special Election
11 Days Before Special Election	30 Days After Special Election	30 Days <u>After</u> Special Election
Large Pre Election Contribution reporting for Special Elections begin 11 days prior to the election.		

§ 24.2-947.6. Filing schedule for candidates for office; November elections.

B. Any candidate, who was subject to the election year filing schedule set out in subdivisions A 3 through A 9 and who has not filed a final report, shall file reports in any subsequent election year for the same office in accordance with the election year filing schedule set out in subdivisions A 3 through A 9.

Obie is on an “off year”
schedule



July 15th

January 15th

Obie's "on year" schedule

April 15th

8 days before the primary date

July 15th

September 15th

October 15th

8 days before the election

30 days after the election (post election report)

January 15th

8 reports



COMMONWEALTH OF VIRGINIA
OFFICIAL BALLOT

My Locality

GENERAL ELECTION

1st Tuesday After 1st Monday November 2007

TO VOTE:

1. USE A BLACK BALL POINT PEN TO MARK THE BALLOT.
2. COMPLETELY FILL IN THE OVAL TO THE LEFT OF THE NAME OF THE CANDIDATE YOU WISH TO VOTE FOR.
3. TO VOTE FOR A PERSON OTHER THAN THE NAME OF THE CANDIDATE PROVIDED AND COMPLETELY FILL IN THE OVAL TO THE LEFT OF THE NAME OF THE CANDIDATE PROVIDED.

☐ Ballot - A
☐ Candidate - B
☐ Election - Z
☐ Write-In

☐ Hopeful Holly - X
☐ Deluded Doug - Y
☐ Newcomer Nellie - Z
☐ Write-In

Commissioner of Revenue
(Vote for only one)

☐ William E. Kaioyteh
☐ Francis N. Stein
☐ Write-In

Treasurer
(Vote for only one)



Campaign Finance doesn't care about ballot access

Campaign Finance only cares about Campaign Finance

Campaign Finance wants the reports due for the election cycle for the office/seat

Campaign Finance will track down Obie until the Final Report





Death does not get Obie out of Campaign Finance obligations.

Obie decides he no longer wants to pursue the office on his SOO.



He has to file a Final Report
letting you know where all of his
money has gone.

Every last penny.

It is only then, that Obie is free,
and you never have to think
about him again.

The Final Report

A Timeline of a Statement of Organization



Questions?

CFDA@elections.virginia.gov



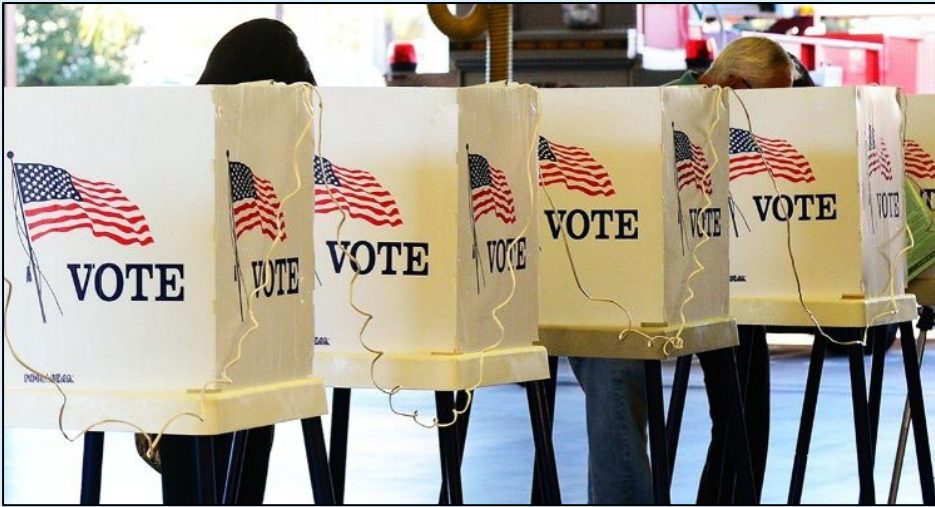
Election Day and Post- Election Processes

SDR, ENR, CAP, Canvass

Processes Trigger

In your groups, discuss the following:

1. What information or materials should you have (or be prepared to gather) before entering data in the ENR on election night?
2. What do you wish you had known before this most recent canvass?
3. When you have questions, who or what do you consult?
4. Do you coordinate with your electoral board before canvass?



Same Day Registration Provisional Ballot
Voter resides in this precinct but is not on this precinct's pollbook

SDR

Precinct # _____

Primary elections—Party ballot ☐ D ☐ R

Starred (*) items are required. If you do not complete all of the items that are marked with *, your application may be denied.

1 * ☐ Yes ☐ No I am a citizen of the United States of America

* Full social security number _____ - _____ - _____ ☐ SSN never issued

* Date of Birth (MM/DD/YYYY) ____/____/____

* Gender _____

2 * Last Name _____ Jr. Sr. II III IV (Circle one) Other (write in) _____

* First Name _____ * Middle Name _____ ☐ None

* Residence Address (May not be a P.O. Box) _____ Apt. _____

* City/Town _____ * ZIP Code _____

Email _____ Phone _____ - _____ - _____

3 * ☐ Yes ☐ No I have been convicted of a felony or judged mentally incapacitated and disqualified to vote.
☐ Yes ☐ No If yes, has your right to vote been restored?

4 ☐ I am an active-duty uniformed services member, spouse or dependent; or an overseas citizen.

☐ I am providing a mailing address (below) because my residence address cannot receive mail or I am homeless.

☐ I am providing a Virginia P.O. Box (below) to protect my residence address from public disclosure because I or a household member is/has:

☐ An active or retired law enforcement officer, judge, magistrate, U.S. or Virginia Attorney General attorney.

☐ Been granted a court issued protective order.

☐ In fear for personal safety from being threatened or stalked by another person.

☐ A participant in the Virginia Attorney General's Address Confidentiality Program.

☐ Been approved to be a foster parent.

☐ A current or former state or local election official, their employee, or Commonwealth elector for president or vice president.

My mailing address

(Complete only if you have checked
a box in this section)

5 ☐ I am currently registered to vote in another state. Name of state _____

6 ☐ I am interested in being an officer of election (poll worker) on Election Day. Send me information.

7 * **AFFIRMATION:** I swear/affirm, under felony penalty for making willfully false material statements or entries, that the information provided on this form is true and that, to the best of my knowledge, I am eligible to vote in this election. I authorize the cancellation of my current registration and I hereby affirm that I have read the Privacy Act Notice and Warning. (See other side of envelope for Privacy Act Notice and Warning.)

* Signature X Today's date ____/____/____ (MM/DD/YYYY)

☐ By checking this box, I affirm both that I am an individual with physical disabilities and the Affirmation Statement above. Pursuant to Article II, § 2 of the Constitution of Virginia, individuals with physical disabilities are not required to sign the application for voter registrations.

Election Officer Use

☐ #1 Same Day Registration (not on pollbook)

Time: _____ a.m. p.m. (circle one)

☐ Yes ☐ No Did voter show ID or
complete ID Confirmation Statement?

Comments

Election Officer
Signature X

Office/Electoral Board Use

Voter ID # _____

Adjudication ☐ Count ☐ Do not count

Voter Identification

1. If the voter returns with the proper identification,

check this box and sign ☐ X

2. Attach a copy of the identification document.

ELECT-653-English-07/2024

Same Day Registration

Training Materials!

- [SDR Course](#)
- FormsWarehouse: Guidance, Process & Procedure documents, and SDR Course!

UPDATES to the Provisional Envelope!

- Target shipping date: July 31, 2024
- After receiving your order, if you determine you will need more for November, you will be able to order additional envelopes through the normal Election Materials Formsite Order Form

SDR BASICS

1. **SDR is an in-person process only and cannot be done with a mailed, electronic or third- party voter registration application.**
2. **All same-day registrants must cast a provisional ballot.** Ballots cast by same-day registrants cannot be voted on the machine or counted until they have been adjudicated by the Electoral Board. There are no exceptions.
3. **The five-day wait period does not apply to SDR.**
 - The five-day wait period does not apply to mail ballots regardless of SDR.
 - The 5-day wait period still applies to voters registering before the voter registration deadline. Nothing has changed about the 5-day wait period before the close of books.
4. **All forms of acceptable ID apply for same-day registrants.** If a same-day registrant does not have any of those forms of ID, they may sign the ID Confirmation Statement.

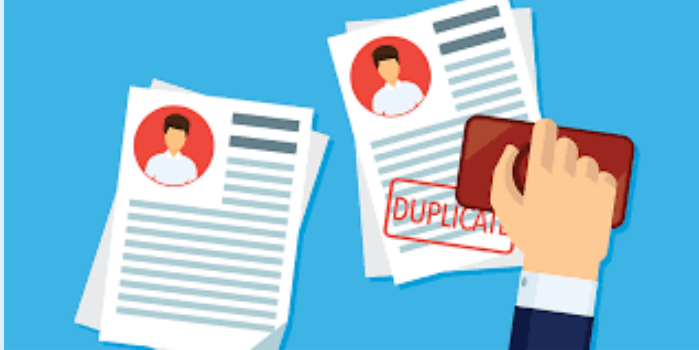


SDR BASICS

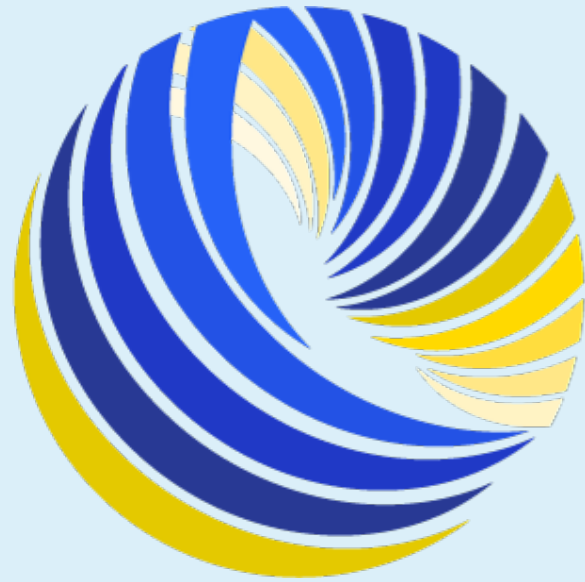


- **5. Same-day applications from early voting need to be entered into VERIS before you pull your pollbook so voters show up appropriately.** It is advisable to enter these throughout early voting so records are updated promptly.
- **6. SDR happens in the precinct or early voting site in which the voter's current address makes them eligible to vote.** There is no SDR in the Registrar's office on Election Day.
- **7. The deadline to enter same-day applications received on Election Day is 5:00 p.m. on the Friday after Election Day.** The extension of canvass to 10 days does not change the SDR deadline.

Duplicate Report



- Sent via email from EA@elections.virginia.gov to General Registrars around noon on the Saturday after the election.
- **If the individual has a duplicate SDR application in another locality:**
 - If a voter has multiple SDR voter registration applications, the last one provided will ultimately be where the voter is registered after the election. However, the application will be left "incomplete" until after canvass.
 - For the current election, the first SDR provisional ballot cast will be the ballot counted by an electoral board (and the application associated with that ballot will be entered into VERIS prior to canvass). You may need to contact the other general registrar to determine which ballot was cast first.
 - If you have multiple SDR voter registration applications from the same person (especially if they are submitted on Election Day), contact your Commonwealth's Attorney or law enforcement.



Enhanced Results

YOUR questions! Let's take a look!

Training Materials!

- Where to look?
- How to use?
- When to prepare?

LMS ONE PAGER

Accessing ELECT's Learning Management System (LMS)

When ELECT training creates new user accounts, users will receive an email from the system containing a username and a link to create a unique password. This link is active for 7 days. Individuals can find a short video describing this process here - <https://youtu.be/BSXdI9TzKW0>.

Note: If you are unable to create your unique password within that time, you will need to contact ELECT training staff at training@elections.virginia.gov and request a 'reset password' email. The 'reset password' email will contain a link that will only be active for 24 hours and must be used within that time frame.

You can access ELECT's LMS system at this link – elect.myabsorb.com.



You can watch a short video which describes navigation features in the LMS at this link - [ELECT LMS Introductory Video](#).

Courses currently available to new general registrars in the LMS include:

- **June 2024 Election Night and Post-Election Process**
- **June 2024 Enhanced Results Training Materials**
- Risk-Limiting Audits Curriculum (Ballot-Polling Method and Batch-Comparison Method)
- Virginia Election Administration Bulletins (VEAB) (*Note: All VEAB materials are found in this VEAB course, even if the tile says "Complete"*)
- 2023-24 GR Cert. Electives Curriculum
 - 2023 Locality Elections Security Standards (LESS) (Recording)
 - 2023 Legislative Changes Update Webinar
 - 2023 Virginia Elections Workshop (VEW)
- DMV Out of State Hopper
- GR Certification Curriculum
- 2023 Locality Elections Security Standards (LESS) Curriculum





Canvass

24.2 671 CANVASS

Chapter 4 – Good Pollbooks

Chapter 6 – Voting Systems and Provisionals

Is the metric of turnout mentioned in 671?

Most GRs:

- Checklist
- Matching SORs

Do you meet with your Board before canvass?

Have you set expectations or discussed their role?

Have they read 671?

Cautions for OOE's

12:15pm-1:00pm



Lunch Break



Officers of Election

Officers of Election Trigger

In your groups, discuss the following:

1. In the event the parties provide inefficient suggestions, what are the top three strategies that you utilize to recruit officers of election?
2. What is your most significant OOE training challenge?
3. Do you have effective strategies or materials that you utilize at the precincts to assist officers? If so, share!



GR Jump Start Officers of Election

Everything you ever wanted to know about
Officers of Election, but were afraid to ask.



§24.2-115

Their terms of office shall begin on March 1 following their appointment and continue, **at the discretion of the electoral board**, for a term not to exceed three years or until their successors are appointed.



**"Is not the GR the
chosen one? The
one to bring
balance to the
officers of
election."**





§24.2-115

Precinct staffing should be 50/50. The minimum number of officers is three and the acceptable party imbalance is one with an odd number.

Strategies for Balance

Work on a continuous basis with both political party chairs.



Party Priorities



1. Outside Poll Workers
2. Authorized Representatives inside the Polling Place
3. Door Knockers
4. Call Center Personnel
5. Officers of Election



OPEN LINES OF
COMMUNICATION

Strategies for Balance

With existing Officers of Election;

With Officer of Election Applicants;

With your Electoral Board Members, and

With anyone who will listen!

The background of the slide is light blue and white, decorated with falling confetti and streamers in red, gold, and blue. The word "WINNERS" is written in large, bold, red capital letters across the center of the blue section.

WINNERS

Officer of Election Training

Mitigation Strategy



Keep all of your Party Chair correspondence

Try to keep as much balance as you can

Never forget what § 24.2-115 expects

Propose legislative change within VRAV

ANY QUESTIONS

DO YOU HAVE?

Officer of Election Exercise

Within your groups, discuss, plan and write-out a legislative proposal, in brief, for VRAV that would make § 24.2-115 and officer of election balance less of a burden for localities.



VERIS



Break

2:30pm-2:45pm



GR Panel

“What I wish I knew...”

The GR Panel



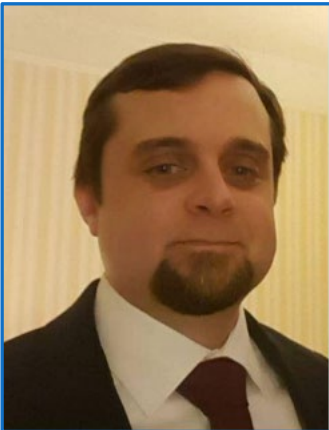
**Angel
Shrieves**

Accomack County



**Jessica
Atkinson**

Fredericksburg City



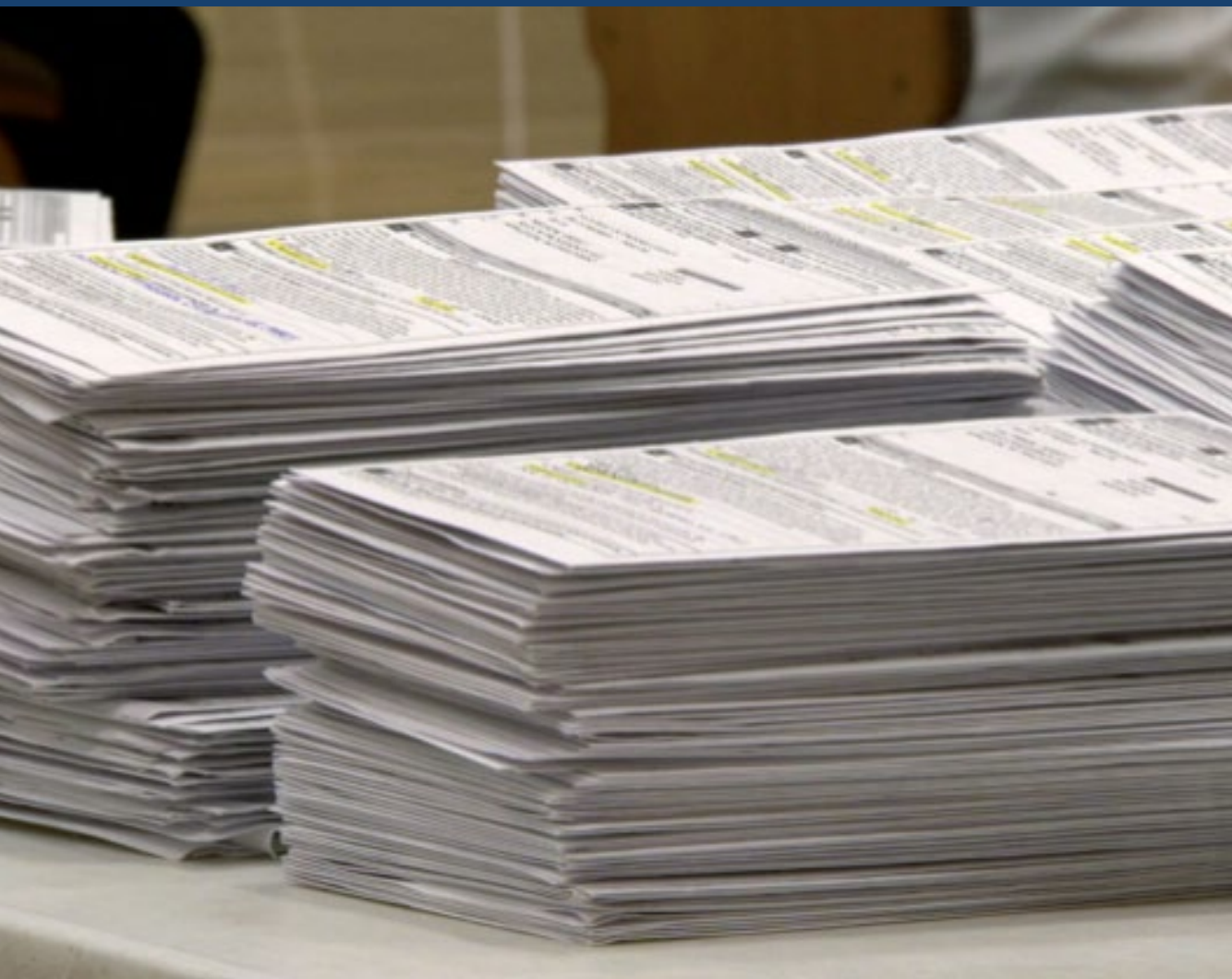
**Ryan
Mulligan**

Goochland County



**Alexandra
Abell**

Portsmouth City



Risk- Limiting Audits

Risk-Limiting Audits Trigger



In your groups, discuss the following:

1. What is your greatest concern regarding RLAs this year?
2. What resources do you wish you had access to in order to complete this successfully?

Risk Limiting Audit

Matthew Abell,
Election Services Senior Advisor

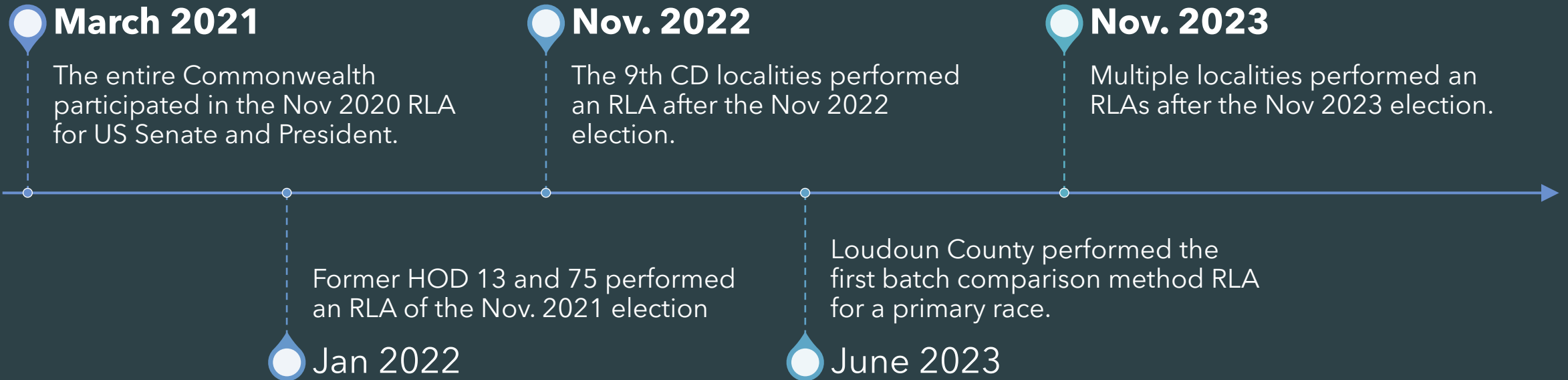


What is a Risk Limiting Audit?

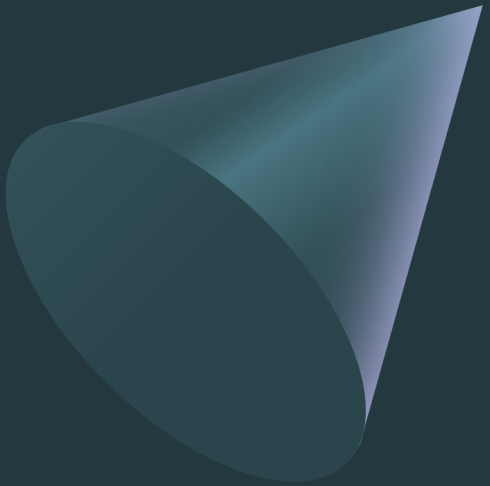
A risk-limiting audit is a post-election audit that gives a statistical level of confidence that the outcome of an election is correct.

Another way to express the definition is, after performing a risk-limiting audit, we can say that there is a high probability that the reported winners accurately reflect how voters marked their ballots.

Virginia has had RLA provisions since 2018



We have come a long way with RLA.



Topics for Today:

- The Commonwealth is in great shape for this November's RLA.
- Ballot tracking through early voting and on Election Day will pay dividends for all of us.
- Trust the quantity of ballots designated on the #3 Envelope.

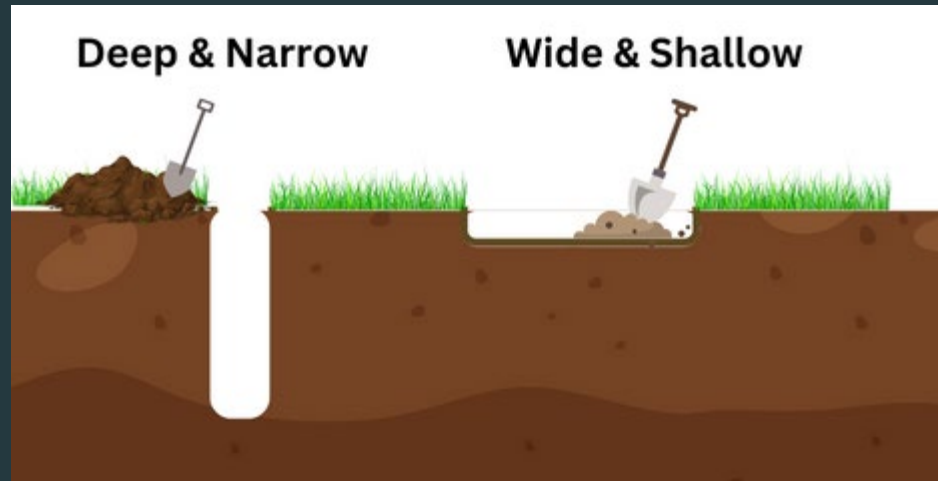
RLA Methods Available in Virginia

Batch Comparison

- Auditing every ballot within a batch of ballots, typically the size of a precinct
- Deep and Narrow

Ballot Polling

- Auditing a random, individual ballot within a batch of ballots
- Wide and Shallow



Thinking Ahead with Your Ballots

- Plan ahead on how you will organize ballots
- Smaller batches of ballots are easier to work through than larger batches
- Keep in mind 1VAC20-60-50 Overfull optical scan ballot container.
 - If you find that a machine seems too "full" that can be made into a batch of ballots
- Be sure to keep track of your batches in your ballot manifest



Ballot Manifests


- Ballot Manifests look the same for both Ballot Polling and Batch Comparison
- It is a 2 Column Excel spreadsheet.
 - Column A lists the names of all available batches
 - Column B lists how many ballots are in each of those ballots
- When uploading your ballot manifest into Arlo, please upload it as a Comma-Separated Value file (.csv).

Batch Name	Number of Ballots
107 - LITTLE RIVER	1086
114 - DULLES SOUTH	674
123 - CARDINAL RIDGE	634
209 - POTOMAC FALLS	1222
210 - CASCADES	1120
214 - SUGARLAND NORTH	984
215 - SUGARLAND SOUTH	1070
216 - LOWES ISLAND	1068
217 - SOUTH BANK	1180
220 - MIRROR RIDGE	922
221 - SENECA	841
701 - SULLY	748
702 - PARK VIEW	746
703 - ROLLING RIDGE	881
705 - FOREST GROVE	880
710 - STERLING	515
711 - GUILFORD	362
713 - CARTER	233
715 - OAK GROVE	352
EV1-1	698
EV1-2	2351
EV1-3	2391
EV1-4	2273
EV1-5	2273
EV1-6	2133
EV1-7	2133
EV1-8	2095
EV1-9	1891
EV2-1	2577
EV2-2	2363
EV3-1	2386





All Ballot Manifests Must
Be Uploaded to Arlo for
the RLA to Start.



Don't be that person and wait to the last
minute to prepare and upload your ballot
manifest!



How the Races will be Chosen

- 24.2-671.2(C) (1-3) state which RLAs are statutorily required
 - US House of Representatives
 - A random General Assembly race
 - A random shared Constitutional office, if there is not a statewide office on the ballot
- 24.2-671.2(C)(4) states that the SBE can select a race it finds appropriate to ensure that all localities participate at least once every 5 years
 - Typically, this is done with a statewide race
 - For example: US Senate, Governor, Lt. Governor, Attorney General



Providing Notice of the RLA

- The RLA is a public meeting of the local electoral board
- Provide notice to the public through your typical channels
- ELECT recommends providing notice to the local parties as well as to the candidates who are involved, especially if it is a local race



Setting Up the Room For Success



Have enough space for your teams to work



Have a separate area for the public and press to observe



Have an area where teams can check-in/out batches

Authorized Representatives



24.2-671.2 is silent regarding the role of authorized representatives.



The RLA is a public meeting, and the public is allowed to observe the process.



ELECT recommends as a best practice to treat authorized representatives as you would during Canvass.

RLAs can take a closer look at the process but must not interfere with the RLA process or distract the teams while they are working.

Resources Available about the RLA



RLA Manual- Gives a thorough step-by-step process of the RLA



RLA Training Courses- Gives an overview of each of the methods used in VA



Arlo Audit Planner- Estimates the number of ballots/batches for an RLA



Webinar on July 30th During the Legislative Update Meeting



VotingWorks will be hosting an Arlo presentation in September



Questions?

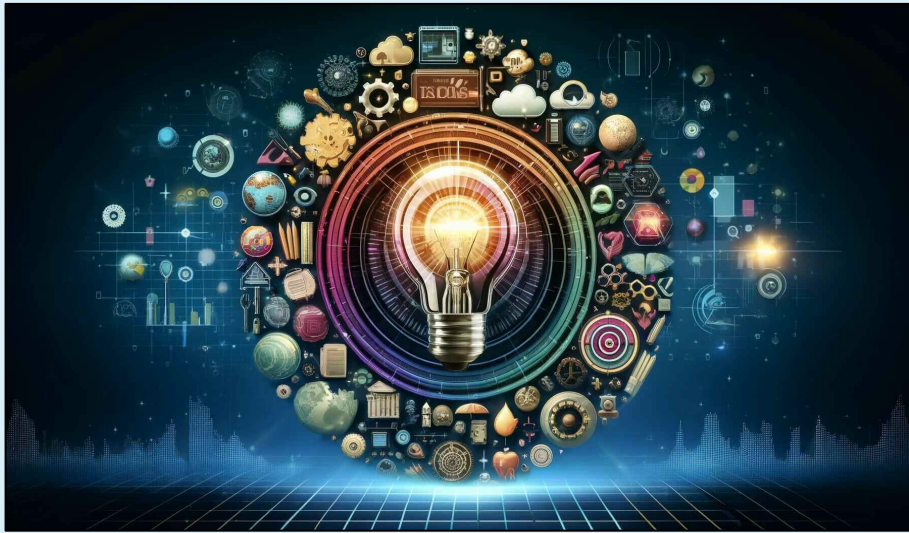


Resources

Resources Trigger

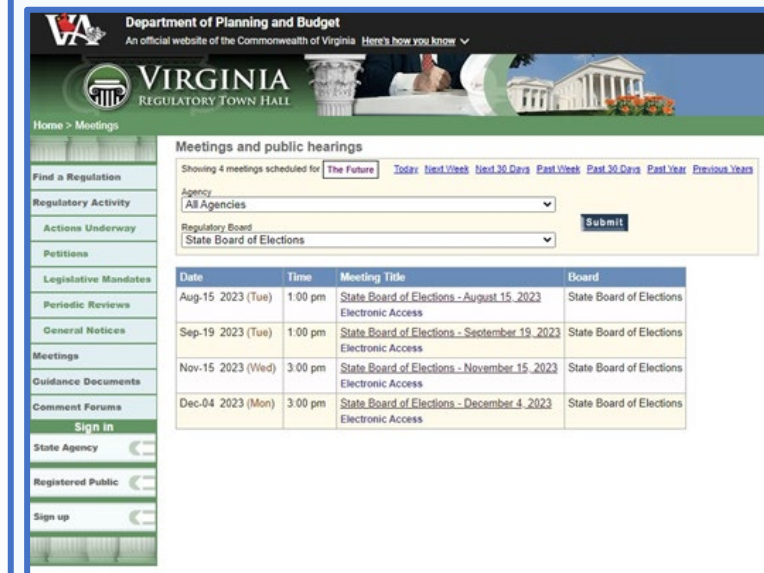
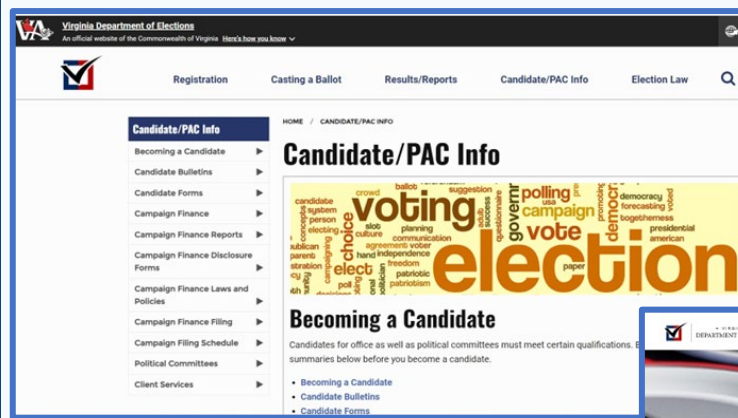
In your groups, discuss the following:

1. What resources, sites, or forms do you utilize most frequently?
2. What resources do you wish the state would be able to provide?
3. Do you feel that resources are accessible? What suggestions do you have to improve this for your colleagues?



Resources

- GREB Handbook
- Legislative Session Summaries
- Candidate Bulletins
- Campaign Finance Law and Policy
- Election Materials
- Forms Warehouse
- Learning Management System (LMS)
- Official ELECT Advisories
- ELECT's Website



Resources



ELECT

- **Campaign Finance matters:** Tammy, Emily, or Donald
campaignfinance@elections.virginia.gov
- **Election Administration matters:** Ellen or Josh
ea@elections.virginia.gov
- **Training matters:** Sarah, Buddy, or Liz
training@elections.virginia.gov
- **Technical matters:** Submit the appropriate JIRA ticket to the System Support team for all VERIS-related issues
- **Everything else:** your liaison (unless an official ELECT advisory tells you to contact someone else regarding a specific topic)
 - Monique and Matthew will take over their regions (3 and 5 respectively) beginning August 1.