To: U.S. Election Assistance Commission

From: Alexander County Board of Elections

Subject: ClearingHouse Award Submission - Distinguished Voter Education and Communications Initiatives

Date: January 18, 2024

This will be our organization's first ever submission for the Clearinghouse Awards.

After the 2022 General Election, I reached out to our local newspaper inquiring about the possibility of a monthly article series. I explained that one of our goals in 2023 was to engage in more voter outreach and education. The Taylorsville Times is the only newspaper in Alexander County and publishes weekly on Wednesdays. The newspaper was very supportive of this idea and offered to publish the articles for free. We collaborated to set guidelines to name the series "Inside Elections Administration" and keep the word count below 500 for each article. The newspaper also included a head shot of the elections staff person that wrote the article. I believe this is an important detail to humanize elections administration and build trust in your community and jurisdiction.

In 2023 ,5 articles were posted each month from January to May as a pilot. The topics and publish dates are as follows.

- 1. How Elections Are Administered in NC January 25, 2023
- 2. National Change of Address Mailings (NCOA) February 1, 2023
- 3. No Contact Mailings & Inactive Voters March 1, 2023
- 4. Partisan vs. Non-Partisan Contests April 12, 2023
- 5. Are there any Elections Scheduled in 2023? May 24, 2023

We were very happy with the 2023 pilot program. We received praise from members of the public for the articles and the content. Our goal in 2024 is to run 12 articles, one for each month. With the myriad of topics and fluid nature of elections, this concept can be quite sustainable. For instance, our January 2024 article will explain what a primary is and how if differs from a general election. The follow up article in February will discuss the threshold of victory in a primary and what triggers a second primary. We hope this program will broaden our outreach and education efforts by maintaining a continuous presence in the community. Elections administrators think about elections every day, the public does not. This article series can at bridge the information gap regarding election rules and elections administration. This can easily be replicated and adapted in other jurisdictions to explain key procedures and administrative processes.. This was incredibly cost effective. The local newspaper featured our articles free of charge. The only cost was staff time to write the articles. This concept can easily be replicated and can be tailored to explain the specific rules and procedures for elections and elections administration in any jurisdiction. There is a large void when it comes to trusted information on elections, specifically on how they are administered in a professional and impartial manner. The goal is to have a more informed public that trusts its elections. To build that trust, elections administrators have to be proactive and tell our story and what we do.

Included below is each featured article and well as a screenshot of how the article appeared in the Taylorsville Times.

Appendix 1: Articles

Inside Elections Administration: How Elections are Administered in NC

Our elections are governed by Federal and State law. Notable Federal elections laws include: the Voting Rights Act of 1965, National Voter Registration Act of 1993 (NVRA), and Help America Vote Act of 2002 (HAVA). North Carolina also has an extensive legal framework that covers elections (NC General Statutes Chapter 163). Chapter 163 contains over 300 pages of statutes that details everything from the time of primaries and elections, candidate qualifications, when candidates file for candidacy, contest and candidate order, voter registration, absentee voting, regulating contributions and expenditures in political campaigns, etc.

The NC State Board of Elections is the state agency charged with the administration of the elections process and campaign finance disclosure and compliance.

The Governor appoints five Board members from a list of nominees submitted by the State party chair of each of the Democratic and Republican parties. Not more than three members of the State Board shall be members of the same political party.

Each of North Carolina's 100 counties have a County Board of Elections that consists of five members who are registered voters in that county. The State Board of Elections appoints four members – two Democrats and two Republicans – to each County Board of Elections. The State Chairs of the Republican and Democratic parties recommend three registered voters to the State Board. The State Board chooses two members from each party to serve on each County Board. County Board members serve two-year terms. The governor appoints the Chair of each County Board.

The five members of the County Board of Elections are legally responsible for the elections in the county. County Board member duties include: appointing Chief Judges, Judges, Assistants, and other election officials, reviewing and counting absentee by mail and provisional ballots, determining early voting locations and hours of operation, establishing election day precincts and voting places, and certifying results in all ballot items in the county.

The County Board of Elections recommends a Director of Elections for appointment by the Executive Director of the State Board of Elections. The Director of Elections serves as the operational leader and is responsible for the daily running of the office. The Director must also accomplish all duties specifically delegated by the Board and mandated to by law. The Board may delegate to the Director as much of its work as it wishes, other than its policy-making and quasi-judicial duties.

The NC State Board of Elections administers a certification program for election administrators throughout our state. This program is designed to provide advanced training and to determine proficiency in election laws and procedures. This certification program ensures that the County Board of Elections Directors, staff, and Board members are equipped to execute their elections duties and responsibilities under the law.

Election administrators are constantly approached with questions such as: "what do you do all year long?" or "what do you do after an election?" Inside Elections Administration is a monthly series that will illustrate the robust framework of election administration that ensures our elections are conducted lawfully and fairly.

Alexander County Board of Elections

Inside Elections Administration: National Change of Address Mailings

County boards of elections work year around to ensure the voter rolls are accurate and up to date and ineligible voters are removed. One of those key tasks are NCOA mailings.

National Change of Address (NCOA) is a list created by the United States Postal Service (USPS) of those who have informed the USPS that they want their mail forwarded to a new address.

The US Postal Service shares this list with the NC State Board of Elections. Twice a year, county boards of elections mail special postcards to active voters with a change of address on file with the USPS. The postcard is mailed to the voter's NCOA address and the voter is asked to confirm their legal voting residence to determine their proper voting jurisdiction. The voter is asked to respond to the mailing within 30 days. The voter registration database automates this countdown after the card is mailed.

These postcards allow voters to update their name or address within a county or to notify the board of elections of a move outside of the county. The county board of elections will remove the voter registration record of any voter who confirms that they have moved out of the county. If a voter is deceased, a near relative may use the postcard to report the death to the board of elections so that their voter registration may be cancelled in the county.

If the voter fails to respond within 30 days, another confirmation postcard is then mailed to the mailing address listed on the voter's registration record. If the voter does not respond to this confirmation postcard within 30 days, the voter's registration record will be changed to inactive status.

Voters who are listed as inactive on the voter registration list are still registered to vote in the county. When an inactive voter presents to vote they will be asked by an election official to confirm their residence address and where they receive their mail. Once the voter confirms or updates their address information, their inactive status will be removed.

You must re-register to vote whenever you move to another county. Your voter registration does not carry over automatically to your new county of residence. This common frustration is experienced each election by voters who fail to register in their new county of residence. Voters can always check their voter registration status and ensure their information is up to date by using the online NC Voter search tool at vt.ncsbe.gov

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Voter registration is the foundation of elections. County boards of election work each day to maintain an accurate and current voter registration list or "voter roll". This process is referred to as list maintenance. List maintenance processes are governed by federal and state law. Two list maintenance processes that occur in odd numbered years are no contact mailings and the removal of inactive voters.

Every odd-numbered year, if a county board of elections has had no contact with a voter for two federal election cycles – a total of four years – and the voter has not voted during that time, it will send the voter a forwardable address confirmation mailing. The voter will be required to return the confirmation mailing to the board of elections within 30 days.

If the voter fails to return the mailing, or the U.S. Postal Service returns it to the county board of elections as undeliverable, then the voter's record will be marked "inactive" in the county voter registration database. Inactive voters are still registered voters. When an inactive voter presents to vote, they will be asked by an election official to verify their address and update it, if necessary.

Inactive voters who continue to have no contact with the county board of elections and fail to vote in two more general elections are removed from the voter rolls. This means that any voter who fails to respond to the confirmation mailings sent in 2023 will be labeled inactive. If these voters fail to vote in either the 2024 or 2026 general election or fail to make any other contact with the county board of elections, they will be removed from the voter registration list in 2027. In January 2023, 554 inactive voters were removed from Alexander County's voter registration list.

Alexander County currently has 24,618 registered voters. 2,229 of these voters are currently flagged as inactive, which is roughly 9 percent of registered voters. Voters can always verify their voter registration status by entering their information into the online voter search at vt.ncsbe.gov. Since county boards of elections send out periodic verification and confirmation mailings, it is very important voters provide their correct mailing address. Many voters are flagged as inactive after failing to update their mailing address upon closing a post office box or having a different mailing address from their residence address.

Election administrators are constantly approached with questions such as: "what do you do all year long?" or "what do you do after an election?" Inside Elections Administration is an article series that will illustrate the robust framework of election administration that ensures our elections are conducted accurately and fairly. Inside Elections Administration: Partisan Versus Non-Partisan Contests

"Why are some contests partisan and some non-partisan on the ballot?"

State law, GS 163-106.2, classifies the following contests as partisan: Governor, Lieutenant Governor, all State executive officers, Justices of Supreme Court, Judges of Court of Appeals, Judges of the Superior Court, Judges of District Court, United States Senators, District Attorneys, State Senators, Members of the State House of Representatives, County Commissioner, Clerk of Superior Court, Sheriff, and Register of Deeds.

The General Assembly restored partisan judicial elections for the North Carolina Supreme Court and Court of Appeals in 2016 with Session Law 2016-125. Partisan elections for Superior and District court Judges were restored in 2017 with Session Law 2017-3.

In partisan contests, candidates are nominated by political parties and run under their labels. The nominees of political parties are chosen by voters through a primary election held prior to a general election. The winner in the primary election is the nominee for their party and will appear on the general election ballot. To file as a candidate for a partisan contest, a person must have been affiliated with a political party recognized by North Carolina for at least 90 days as of the date of filing a notice of candidacy with the board of elections. North Carolina currently recognizes four political parties: the Democratic Party, the Green Party, the Libertarian Party, and the Republican Party.

A person registered as unaffiliated is ineligible to file as a candidate in a partisan primary election. A person registered as unaffiliated can only be placed on the general election ballot through a petition process. A petitioner must collect the required number of signatures and return the signature sheets prior to the statutory deadline, noon on the day of the primary election. The county board of elections must then verify and return a copy of the petition, along with a certificate of the results of the examination of the signatures to the person who presented the petition. The number of signatures required is determined by the type of office being sought. For county offices, the petition must be signed by at least 4% of the total number of registered voters in the county or district. For a county wide contest, an unaffiliated petition would require 1,006 verified signatures. Once the petition is certified by the county board of elections, the petitioner can then pay the filing fee and submit a notice of candidacy form to be formally placed on the ballot as an unaffiliated candidate.

The following contests are currently non-partisan: Alexander County Board of Education, Alexander County Soil and Water Conservation District Supervisor, Town of Taylorsville Mayor and Town of Taylorsville Town Councilman Councilwoman.

Robert Joyce of the UNC – Chapel Hill School of Government, provides an excellent explanation on nonpartisan contests:

"In a nonpartisan contest, there is, of course, no nomination of candidates in a partisan primary. All candidates stand for election without party identification. Candidates are at liberty to identify themselves by party if they wish, and parties are free to endorse candidates if they wish. What is nonpartisan is the way the election officials conduct the election, not necessarily the way candidates and parties conduct the campaign." The election method for the Alexander County Board of Education was set by the NC General Assembly in 1969 under Chapter 774. "Members of the Alexander County Board of Education shall be elected in a non-partisan election to be held at the time of the general election for nomination of candidates for the General Assembly". This election method can be changed by a local act passed by the NC General Assembly.

North Carolina law allows for four different types of municipal (town, city) election methods. A municipality's chosen method of election is codified in its charter but must be one of the four types outlined in State law. Out of North Carolina's 552 Municipalities, 90% conduct their elections in a non-partisan plurality method. Only 5 municipalities conduct their election on a partisan basis: Charlotte, Kinston, Lincolnton, Sanford, and Winston-Salem. The Town of Taylorsville conducts its election in a non-partisan plurality method. The Town governing body may change its election method by amending the town Charter by ordinance, or by referendum.

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Inside Elections Administration: Municipal Elections

"Are any elections scheduled in 2023?"

Statewide elections take place every two years. These elections are held in even-numbered years. Statewide primaries occur in March while the general election is held in November.

North Carolina has more than 500 cities, towns, and villages – also known as municipalities. Municipalities are local governments, which make decisions about development, policing, trash service, local taxation, and other issues that affect voters' daily lives.

Most municipalities in North Carolina conduct elections in odd-numbered years, including 2023. This is when voters choose who will represent them in local government offices, such as mayor and councilperson. The town of Taylorsville Municipal Election elects the Town Council which consists of a Mayor and 4 Town Councilpersons.

The Town of Taylorsville is the only municipality in Alexander County. The Town of Taylorsville encompasses 2.4 square miles, less than 1 percent of Alexander County's 264 square miles.

Alexander County has 24,619 registered voters. Only 1,361 of those voters reside within the corporate limits for the Town of Taylorsville.

A common misperception is assimilating the Taylorsville zip code to the Town of Taylorsville municipal jurisdiction. Having a physical address with a Taylorsville (28681) zip code, does not automatically infer that you reside within the town limits of Taylorsville. Zip codes are used by the United States Postal Service. A zip code is used to indicate the destination post office for a mailer. The post office to which the letter is sent then sorts and makes the final delivery to the addressee.

Another erroneous belief is that persons who own property in a municipality or pays property tax to a municipality have the right to register and vote in that municipality, without establishing that location as their permanent address.

North Carolina law requires all persons to have only one domicile for voting purposes. A person has domicile for voting purposes at a given place if he or she 1) has abandoned his or her prior home and is residing elsewhere; 2) has a present intention to make that place his or her home, and 3) has no intention presently to leave that place. The residency qualifications to register to vote in a municipality is that the person registering must have resided, by the time of the election, in that municipality for at least 30 days with the intent to make that municipality a permanent place of abode.

Statistically speaking, municipal elections typically have low voter participation. In the 2019 Taylorsville Municipal Election, 30 percent of eligible voters participated. In 2015, less than one in five registered voters cast their vote in the Taylorsville Municipal Election.

To be a candidate, you must be registered to vote, 21 years old by election day (November 7) and reside within the Town of Taylorsville. Any person seeking to become a candidate must file a notice of candidacy form with the board of elections during the filing period. The candidate filing period for Town of Taylorsville municipal contests begins at noon on Friday, July 7, 2023, and ends at noon Friday, July 21, 2023.

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Appendix 2: Articles featured in Talyorsville Times



How Elections are Administered in North Carolina

Our elections are governed by Federal and State law. Some of the notable federal elections laws are: Voting Rights Act of 1965, National Voter Registration Act of 1193 (NVRA), and Help America Vote Act of 2002 (HAVA). North Carolina also has an extensive framework that covers elections and elections laws (NC GS Chapter 163). Chapter 163 contains over 300 pages of statutes that outlines everything from the time of primaries and elections, candidate qualifications, when candidates file for candidacy, contest and candidate order, voter registration, absentee voting, regulating contributions and expenditures in political campaigns, etc.

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The five members of county board of elections are responsible for: appointing Chief Judges, Judges, Assistants, and other election officials, reviewing and counting absentee by mail and provisional ballots, determining early voting locations and hours of operation, establishing election day precincts and voting places, certifying results in all ballot items in the county. The county Board is legally responsible for the elections in the county.

The County Board of Elections nominates a Director of Elections for appointment by the Executive Director of the State Board of Elections. The Director serves as the operational leader and is responsible for the daily running of the office. The Director must also accomplish all duties specifically delegated by the board and mandated to by law. The Board may delegate to the director as much of its work as it wishes, other than its policy-making and quasi-judicial duties.

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Inside Elections Administration By PATRICK WIKE Alexander County Elections Director



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Vendors and artists needed for RockyFest

There is still a limited number of space available for artists and vendors for the 9th Annual RockyFest being held on Saturday, April 22, at Rocky Face Mountain Recreational Area (Rocky Face Park) in Hiddenite. Applications are currently available online. Visit http://www. rockyfacepark.com/rockyfest, click on "Vendor Application," and complete the online form.

Arts/crafts vendors are \$30, commercial are \$40, and non-profits are \$10 for a 10'x10' space. Electricity is an additional \$10 fee. Once submitted, vendor applications will be reviewed by staff who will ensure a good fit with the event. Vendors will then by contacted staff regarding their acceptance.

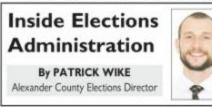
For more information about RockyFest 2023, visit http://www.rockyfacepark. com/rockyfest or call 828-632-1308.

Sponsors of RockyFest 2023 include: Alexander County, Duke Energy, Alexander Railroad Company, EnergyUnited, WK Dickson, Mountain Crest Grading, McGill Associates, West Consultants, CEC Civil & Environmental Consultants, and Taylor King Furniture.

Adult Painting Party at The Vault April 6

The Hiddenite Arts & Heritage Center will be hosting an Adult Painting Party (21+) at The Vault in Bethlehem (9541 NC-127, Hickory, NC 28601) on Thursday, April 6, from 6:30 -9:30 pm.

All painting levels are welcome and encouraged to attend. Painting instructor Abbu Monte will mide



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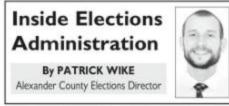
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E TIMES, WEDNESDAY, APRIL 12, 2023 11A



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