

Model Election Day Operation Plan Draft III

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I. State Structure

Chairman – Responsible for coordinating entire state-wide effort on day-to-day basis working in conjunction with State Victory team and progress in five areas:

Recruiter – Responsible for recruiting the necessary number of volunteers for each county and coordinating all recruitment in the state.

Trainer – Responsible for implementing training program state wide and coordinating training sessions with county/regional trainers.

Deployment – Responsible for coordinating the election day lawyers in each county with the state-wide legal team(s) which will be available to go to trouble spots on election day.

Litigator – Responsible for preparing for and coordinating all litigation in relation to election day, including having pleadings prepared for each jurisdiction within the state and making prior contact with judges and clerks for election day contingencies.

Legal Research – Responsible for identifying key precincts as well as compiling all legal precedents concerning voting in the state.

Election Day Coordinator – Many states will require hiring a paid statewide Election Day Coordinator for the final months of the campaign who will be responsible for implementing this plan on a day-to-day basis, in consultation with the above mentioned structure and the state 72-Hour program.

II. Precinct Identification Method

Every precinct/ward in the state that had 60% or more votes for Gore in 2000 AND every precinct/ward that had 60% or more votes for Bush should be identified as target precincts.¹

¹ Note that precinct identification may be affected due to the fact that RNC Chairman Ed Gillespie has written the DNC and contacted civil and voting rights groups to join

III. County-by-County/Regional Budgets and Human Resource Needs

Precincts/wards must be sorted by county and/or region to determine what resources are needed to achieve coverage. Each county will have specific positions that need to be filled, and some will have local considerations that need to be taken into account. Positions consistent for every county are:

Election Day Coordinator – Responsible for recruiting and training poll watchers and should be from the county. Will ultimately be responsible for implementation in their respective county.

Election Lawyer – This person will be responsible for ensuring that we are prepared for all legal contingencies, and ideally will be from the county.

Roving Legal Teams – In counties with a significant number of identified precincts, a team consisting of one lawyer and one volunteer will spend the day traveling to a number of assigned precincts. In states with residency requirements for pollwatchers, these teams may be supplemented with volunteers from other jurisdictions. The number of precincts assigned each team will depend on physical proximity staffing availability.

Poll Watchers – Upon identifying precincts and considering local election law, an appropriate number of pollwatchers will be assigned to each polling place. Ideally pollwatchers will serve from the time the poll opens until it reports its results. The Election Day Coordinator is responsible that for each identified precinct having complete coverage and that the necessary certification process is completed.

III. Statewide Needs

 # of Poll Watchers

 # of Roving Legal Teams

Lunch and Dinner need to be brought to each volunteer @ \$ for two meals = \$.

 # of vans for transportation @ \$ per van = \$

Official ID for each volunteer @ \$ per = \$

together to identify all precincts that are of concern and to ensure representatives of any interested party are present to observe voting in those precincts.

IV. County by County (Or Regions) Specifics

[Name of County – do for all counties]

[Application of formula yields] ____ # of Precincts

Poll Watchers Needed – ____

Goal for volunteer number of pollwatchers: _____

[Deficit # of pollwatchers supplemented by paid individuals] Paid \$____ per person x
____ # of paid watchers = \$_____

Roving Legal Teams – ____

IV. Training for Lawyers and Poll Watchers

Pre-Election Day Activities

Lawyers:

____ legal recruitment events in June-Aug per state @ \$____ each = \$_____

____ regional/county training sessions in July-Sep x \$____ each = \$_____

Materials = \$_____

____ regional/county training sessions in October per region/county @ \$____ each

____ regions x ____ trainings x \$____ each = \$_____

Materials = \$_____

Poll Watchers:

____ poll watcher training/recruitment events in September/October @ \$____ each = \$_____

Materials = \$_____

Volunteers will be given specific assignments as poll watchers. Items covered will be:

- State Election Code
- Federal Law (HAVA and Voting Rights Act)
- How to Challenge a Vote
- How to spot Voter Fraud
- What to do if a Poll does not open on time, remains open late, etc.

V. Pre Election Day Operations

New Registration Mailing

At whatever point registration in the state closes, a first class mailing should be sent to all new registrants as well as purged/inactive voters. This mailing should welcome the recipient to the voter rolls. It is important that a return address is clearly identifiable. Any mail returned as undeliverable for any reason, should be used to generate a list of problematic registrations. Poll watchers should have this list and be prepared to challenge anyone from this list attempting to vote.

Early Voting

Many states have made provisions for early voting. This usually means that voters may appear in their county clerk's office before election day, request an absentee ballot, and cast it then and there. Identify the plan to track these voters.

Machine Inspection

Each regional/county coordinator must provide for witnesses to observe the inspection and certification of voting machines

Absentee Ballots

Some states allow for opening of the “outer absentee envelope” before election day to verify signatures, registration, etc. Each regional/county coordinator must provide for witnesses to observe opening, verifying, and/or inspection of absentee ballots (if applicable in your state)

VI. Post Election Day Operations

It is impossible to over-estimate the potential impact provisional ballots may have. In their respective primaries, Illinois took two full weeks to verify and count all its provisionals and Pennsylvania more than four weeks. If the national race is close after the results come in on election day, it should be expected that ballot by ballot review (ca. Florida 2000) will occur in every county in every state that is close. It is important that the state’s election day team plans for this contingency. Specifically, each county/regional coordinator must know when the provisionals in their respective county will be verified and counted, and that at least one attorney is identified to be at the county courthouse on the day after the election fully versed on the state’s and county’s provisional ballot laws and rules.

VII. Communications

We’ve already witnessed the barrage of attacks on Republicans, labeling us as “voter intimidators” and “election stealers” from the NY Times editorial page and Sen. Kerry respectively. This is a very sensitive subject and our words and actions must reflect this.

The goal of the election day operation plan is to 1) ensure that voters and election officials are educated on the many changes in election laws spurred by the Help America Vote Act and 2) ensure everyone who is eligible to vote – whether they support us or not – gets to vote.

We must work with our Communications Staff to proactively communicate the current state of confusion across the country with the new law and the need to ensure that voters are properly educated and not denied their right to vote.

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Our press team should put together a plan to push this as we would any other local issue – op/eds, letters to the editor, earned media events, etc.

On Election Day itself, we must be aggressive if we see fraud or intimidation. We want to work with the media to make any transgressions public. As a call comes in regarding some sort of voter fraud taking place or voter intimidation, lawyers will be dispatched to the poll. At the same time, members of the media will be notified and encouraged to go out to cover what is happening. Voter fraud and intimidation tends to stop once cameras start snapping pictures.

ATTORNEY-CLIENT WORK PRODUCT

VIII. DRAFT BUDGETS

For initial planning purposes, three different levels of coverage (and corresponding budgets) should be formulated. Although we fully intend to cover all precincts we identify by the criteria on page 1, it is quite possible that limited resources (both human and financial) may prevent this. Certain “fixed” costs will remain the same regardless of how many pollwatchers we are able to recruit. However, the “variable” costs are going to fluctuate based on the number of poll watchers and roving legal teams we are able to deploy on election day. To formulate your budget, please follow these steps:

- 1) Formulate a statewide budget for “fixed” costs.
- 2) Select three levels of coverage beginning with the number of precincts that meet the 60% criteria. Calculate the total variable costs and add to fixed cost for a total cost
- 3) For budget #2, begin with 75% of total cost from budget 1. Subtract fixed cost to get total variable costs. Determine variable line-items based on total costs.
- 4) For budget #3, begin with 60% of total cost from budget 1. Subtract fixed cost to get total variable costs. Determine variable line-items based on total costs.

STATEWIDE BUDGET

FIXED COSTS

Item	Cost
Election Day Coordinator	\$
Support Staff	\$
Regional Legal Offices	\$0 In-kind
County Legal Offices	\$0 In-kind
Pre-election Mailing	\$
Lawyer Trainings	\$
Lawyer Materials	\$
Pollwatcher Training	\$
TOTAL	\$

VARIABLE COSTS #1

Pollwatchers (insert #)	\$
Poll Watcher Materials	\$
Volunteer meals	\$
Vans (Insert # of roving legal teams)	\$
Volunteer ID badges	\$
Cell Phones/Walkie Talkies	\$
Pitch Counters	\$
Total Variable	\$
TOTAL (w/ Fixed)	\$

VARIABLE COSTS #2

Pollwatchers (insert #)	\$
Poll Watcher Materials	\$
Volunteer meals	\$
Vans (Insert # of roving legal teams)	\$
Volunteer ID badges	\$
Cell Phones/Walkie Talkies	\$
Pitch Counters	\$
Total Variable	\$
TOTAL (w/ Fixed)	\$

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VARIABLE COSTS #3

Pollwatchers (insert #)	\$
Poll Watcher Materials	\$
Volunteer meals	\$
Vans (Insert # of roving legal teams)	\$
Volunteer ID badges	\$
Cell Phones/Walkie Talkies	\$
Pitch Counters	\$
Total Variable	\$
TOTAL (w/ Fixed)	\$