

5A Training Preparation Guide

First and foremost, **THANK YOU** for your commitment to helping to ensure free and fair elections through your participation as an Election Challenger in the 2022 election cycle. Our nation's Founders realized that the republic could only be sustained through the active engagement of its citizens. That active engagement is built upon a foundation of knowledge regarding the electoral process.

The materials contained in this pre-work packet represent the "essentials" necessary for effective monitoring of the election processes. Sadly, there are no short cuts to success. There is a LOT of material relating to the election management process prescribed by election law. Key information is often found in redundant documents with bits and pieces scattered throughout. We have tried to minimize the effort required by the learner via excerpting various pieces and/or highlighting the important parts to study. It can be overwhelming at times. Nonetheless, the more prepared in the "knowledge" aspect of this training, the easier the "skills development" pieces will be to master.

The following **key elements** should be reinforced throughout your study:

- Election officials and voters have a **DUTY** to follow election law and procedure.
- **YOU** as a Challenger have a **RIGHT** to help ensure that they do just that.

Your pathway through the materials is determined in part by your deployment to either a traditional precinct polling station or an Absent Voter Counting Board. The processes that you will monitor in each require similar skills but necessitate different points of emphasis during the training.

Start Here: **Mandatory Sections of Pre-Work Study denoted in RED.**

The Appointment, Rights and Duties of Election Challengers and Poll Watchers

This is the foundational piece that provides the "essentials" of what you need to know to function effectively as an Election Challenger. Key parts are highlighted for emphasis. You will find similar information in the other documents but no matter where you end up being deployed to monitor election activities, the information here is critical. ***ALL PAGES***

The Challenge Process: Questions and Answers ***REFERENCE ONLY***

This document is redundant to the one above, but it also reinforces the primary points that you should have mastered from the Rights and Duties piece.

Managing Your Precinct on Election Day - The Election Inspectors' Procedure Manual **pp. 8, 21-21, 24, 37-39**

Because you will be working closely with Election Inspectors (aka Poll Workers), it is important for you as Challenger to have a basic understanding of their role and how it fits with yours. This document is focused on the Inspector's role but there are highlighted sections that you need to be aware of in order to properly interact with them.

Bureau of Elections Memo and Addendum documents (10/19/2020 & 10/22/2020)

Free and fair elections are serious business with serious consequences when violations occur. These two documents highlight that seriousness and underscore why we take this training so seriously. Remember, "**Appropriate**" is one of the 5 A principles. Just as we need to keep others within the law, so must we remain as well. ***ALL***

5▲ Training Preparation Guide

Michigan Election Official's Manual

This is a very long document intended primarily for those persons actually charged with running the electoral processes. For your needs as an Election Challenger, we have excerpted selected sections and highlighted the important information. However, depending on where you will be deployed on election day (Precinct versus AV Counting Board), focus your attention as follows:

- **Chapter One: Structure of Elections** - pp. 5-6
- **Chapter Six: Absent Voter Process** - pp. 1-17
- **Chapter Eight: AV Ballot Processing** - Good background for everyone but primarily for those deployed to AVCB pp. 1-15 (Note: pre-processing subject to change)
- **Chapter Eleven: Election Day Issues** - Good background for everyone but primarily for those deployed to Precinct Polling Stations (especially with regard to the proper handling of Provisional Ballots) pp. 5, 28-34, 43
- **Chapter Twelve: Closing the Polls** - pp. 8-12, 16
- **Chapter Thirteen: Training Election Inspectors** - pp. 1-2 Included to illustrate importance of "political balance" for checks and balances to the process

Deployment-specific Materials

Absent Voter Counting Board

- Instructions for the Conduct of Absent Voter Counting Boards pp. 1-7

Receiving Board

- Receiving Board Checklist

Audio-Visual Resources *Optional at this time - will be covered later*

A variety of audio-visual materials (of varying quality) are available for those who prefer a visual approach to learning, as well as those who like to add a visual component to their "book learning." As noted on the Materials List, selected videos can be accessed through YouTube or via the MI SOS website.

- Provisional Ballots video
- Duplicating Ballots video
- Challengers video
- AVCB video

Election Process Maps

- The Voting Process Map (Election Day version) *N/A to AVCB training*
- Absent Voter Counting Board Map **Important**

Tool Kit *NOTE* **ABSOLUTELY ESSENTIAL THAT YOU BECOME VERY FAMILIAR WITH THE LANGUAGE OF A PROPER CHALLENGE - PRACTICE THESE STATEMENTS ALOUD.**

A PDF version of the Tool Kit you will receive at training. Please become familiar with the format and content. The Tool Kit will be used extensively during the training. In

5▲ Training Preparation Guide

addition, excerpts from Michigan Election Law, Act 116 of 1954 are provided to give you a **reference** to the citations included in the Tool Kit.

Self-administered Quiz (Open Book) **Complete and bring to the training event**