WisVote Partisan Primary

2022 FALL WISVOTE WEBINAR SERIES

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Today's Panel

Patrick Brennan – WisVote Training Officer

Ann Oberle - Lead Business Analyst

Jodi Vitcenda – Senior WisVote Specialist

Moderator: Aaron Knautz - WisVote Specialist

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Today's Agenda

WisVote Election Plans	Fall Election Plan Rules
2022 Partisan Primary Deadlines:	Open Registration
MyVote & WisVote	Late Registration
	Absentee Deadlines
WisVote Resources	WisVote Checklists
	WisVote Manual Update
Reminders:	Data Quality
	MyVote Notification Emails

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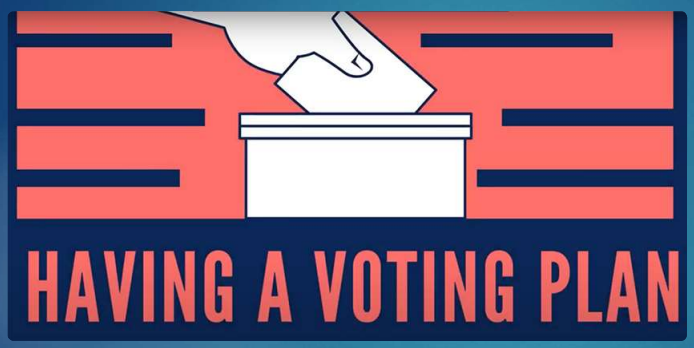

WisVote Election Plans

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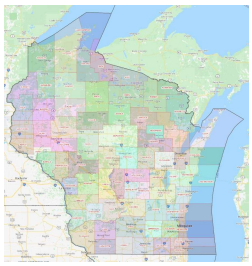
WisVote Election Plans

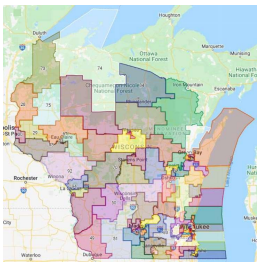
Fall Elections = More reporting unit rules

Reporting Unit CANNOT cross

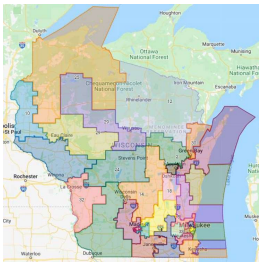
County Line



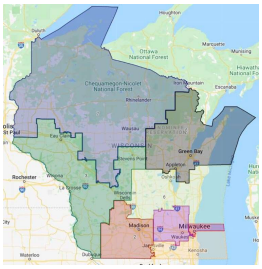
State Assembly District



State Senate District



Congressional District



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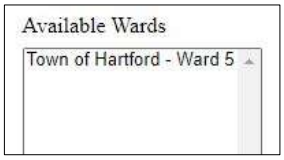
WisVote Election Plans

Additional Election Plan Reminders

Remember to incorporate any new wards!



WEC emailed clerks w/ new wards from last redistricting

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WisVote Election Plans

Additional Election Plan Reminders

Confirm WisVote Reporting Units match machine programming

Reporting Units

Reporting Unit...	Name	Election Type
1	Wards 1,4-5	Partisan Primary
2	Wards 2-3	Partisan Primary

Reporting Unit
Town of ADDISON Wards 1-6
Town of BARTON Wards 1-4
Town of ERIN Wards 1-5
Town of FARMINGTON Wards 1-5
Town of GERMANTOWN Ward 1
Town of HARTFORD Wards 1,4-5
Town of HARTFORD Wards 2-3
Town of JACKSON Wards 1-6
Town of JACKSON Ward 7

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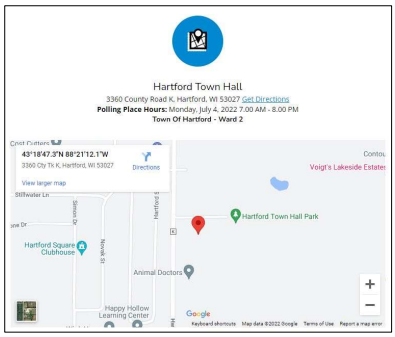
WisVote Election Plans

Additional Election Plan Reminders

Confirm Polling Locations are correct!



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WisVote Election Plans

Reminder emails sent Monday, June 9th

5 separate emails:

Wards not associated with any reporting unit

Reporting units crossing Senate lines

Reporting unit(s) crossing county lines

Reporting unit(s) crossing Congressional lines

Reporting units crossing Assembly lines

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WisVote Election Plans

Reminder emails sent Monday, June 9th

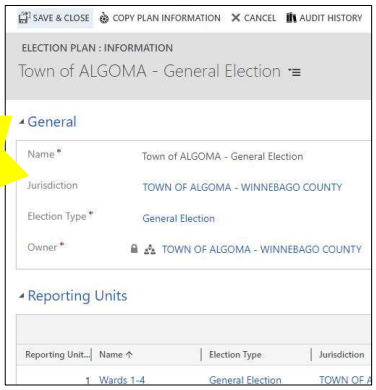
Focused on August 9th Partisan Primary

Currently no Election Plans crossing boundaries

Good time to check your General Election plan

WEC can't check for other issues

Thank you!



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WisVote Election Plans

Manual Section 4.2

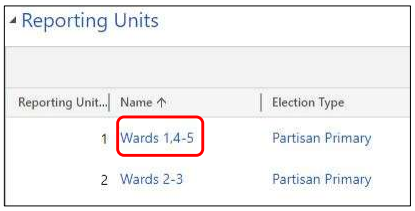
Fixing Reporting Units

Adding/Removing Wards

Ward changes require deactivation/recreating

Click on Reporting Unit Name

Once deactivated, wards free to reassign



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WisVote Election Plans

Manual Section 4.2

Fixing Reporting Units

Updating Polling Place

Two Options for updating

Poll book records created but not printed

Follow Deactivate/Recreate process & assign correct polling place

Correct polling place will be listed on poll book

Poll Books printed

Update polling place in record

Correct polling place not on poll book

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WisVote Election Plans

Manual Section 4.2

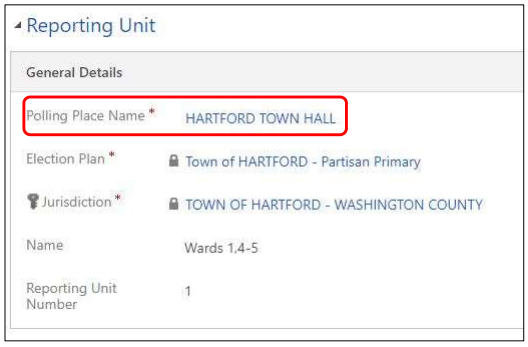
Fixing Reporting Units

Updating Polling Place

Polling Place field is not locked

Clear field, search new polling place, select, save

Only use if poll book files not generated
Or
Poll books already printed



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WisVote Election Plans

Manual Section 4.2

Fixing Reporting Units

Copying Election Plan

No need to manually enter every election

Start from completed election plan

Click **Copy Plan Information** button

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WisVote Election Plans

Manual Section 4.2

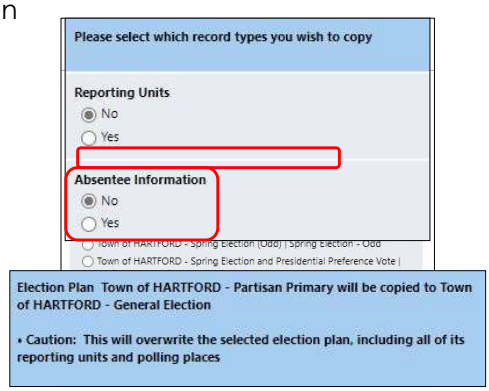
Fixing Reporting Units

Copying Election Plan

Copies from current election plan to chosen election

Can also copy MyVote Absentee Options (or not)

Confirm selection(s) and you're done!



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2022 Partisan Primary Deadlines

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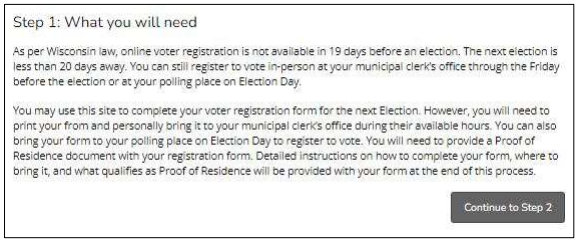
2022 Partisan Primary Deadlines

Voter Registration Deadlines

Online/By-mail voter registration

Closes 11:59 p.m. July 20th (20 days before Election Day)



Step 1: What you will need

As per Wisconsin law, online voter registration is not available in 19 days before an election. The next election is less than 20 days away. You can still register to vote in-person at your municipal clerk's office through the Friday before the election or at your polling place on Election Day.

You may use this site to complete your voter registration form for the next Election. However, you will need to print your from and personally bring it to your municipal clerk's office during their available hours. You can also bring your form to your polling place on Election Day to register to vote. You will need to provide a Proof of Residence document with your registration form. Detailed instructions on how to complete your form, where to bring it, and what qualifies as Proof of Residence will be provided with your form at the end of this process.

Continue to Step 2

By-mail registration must be postmarked by this date!

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2022 Partisan Primary Deadlines

Voter Registration Deadlines

Online/By-mail voter registration

Registrations process still available in WisVote!

Postmarked on/before 7/20	Postmark date = Registration Date, Open reg period
Postmarked after 7/20	Can be entered after Election Day Not a valid registration for August 9th

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2022 Partisan Primary Deadlines

Voter Registration Deadlines

In-person voter registration (Late Registration)

Closes 5:00 p.m. August 5th, Friday before Election Day

NO VOTER REGISTRATION SATURDAY THROUGH MONDAY BEFORE ELECTION DAY!

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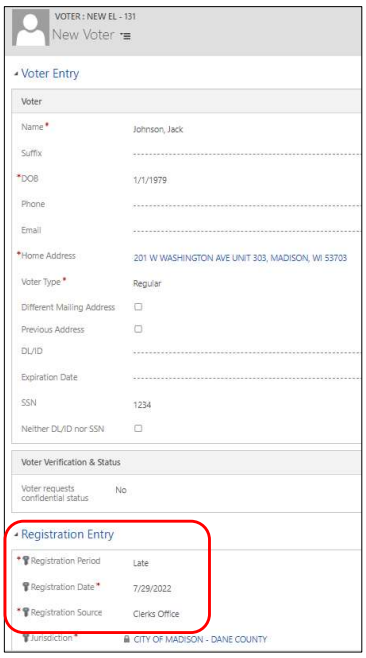

2022 Partisan Primary Deadlines

VOTER REGISTRATION

Manual Section 2.2

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2022 Partisan Primary Deadlines

Manual Section 4.2

Late Registration Period in WisVote

Registration period = Late (Defaults to Open!)

Registration Sources = Clerks Office
or
Alternative Absentee Location

Registration Date & Source do not autofill

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2022 Partisan Primary Deadlines

Late Registration Period in WisVote

EL-133 Certificate of Late Registration

Available in WisVote Voter Record

OR

Fillable PDF version available from WEC Helpdesk

WISVOTE **Certificate of Registration**

General Instructions: *Please Review Fully* — Please use uppercase (CAPITAL) letters only. Form to be completed by municipal clerk. Completed form is given to Elector to give to Election Inspector at polling location.

Polling Location		Voting #	
Ward #		Voter Registration #	
		Certificate #	

STATE OF WISCONSIN

Municipality	
County	

To: Election Inspectors

This is to certify that:

Name	
Street Address	
City, State, ZIP + 4	

Has completed the required voter registration application in the Office of the Clerk and said elector should be permitted to cast his or her vote for the election to be held on: ___ / ___ / ___ (Election Date (MM/DD/YYYY))

Subscribed to in the Office of the Clerk of: _____ (Municipality Name)

This ___ (Date) Day of ___ (Month), ___ (Year)

Signature of Clerk X

EL-133 (REV 8/2016)

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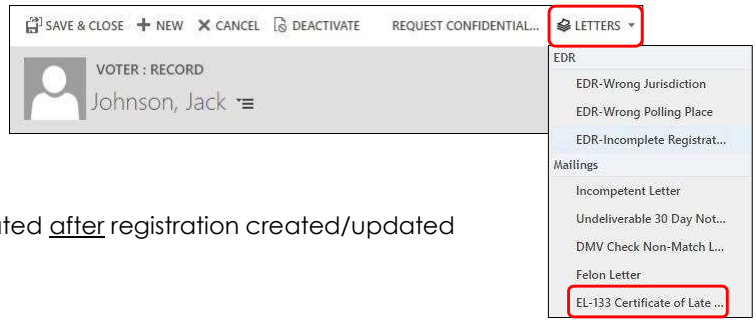
2022 Partisan Primary Deadlines

Late Registration Period in WisVote

EL-133 Certificate of Late Registration



Must be generated <u>after</u> registration created/updated

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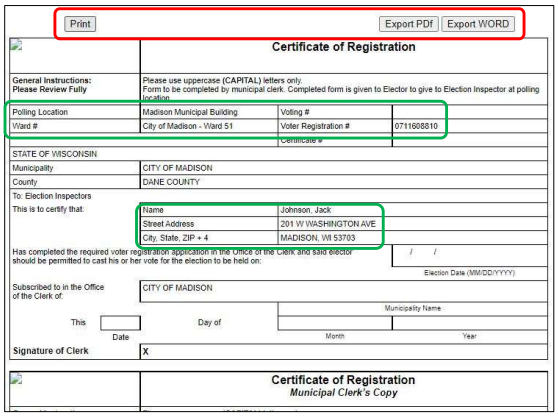
2022 Partisan Primary Deadlines

Late Registration Period in WisVote

WisVote EL-133
Certificate of Late Registration



Print | Export PDF | Export WORD

Certificate of Registration

General Instructions: Please Review Fully	Please use uppercase (CAPITAL) letters only. Form to be completed by municipal clerk. Completed form is given to Elector to give to Election Inspector at polling location.		
Polling Location	Madison Municipal Building	Voting #	
Ward #	City of Madison - Ward 51	Voter Registration #	0711608810
		Certificate #	
STATE OF WISCONSIN			
Municipality	CITY OF MADISON		
County	DANE COUNTY		
To: Election Inspectors			
This is to certify that:	Name	Johnson, Jack	
	Street Address	201 W WASHINGTON AVE	
	City, State, ZIP + 4	MADISON, WI 53703	
Has completed the required voter registration application in the Office of the Clerk and said elector should be permitted to cast his or her vote for the election to be held on:		/ / Election Date (MM/DD/YYYY)	
Subscribed to in the Office of the Clerk of:	CITY OF MADISON		
This ___ Date Day of		Municipality Name	
		Month	Year
Signature of Clerk	X		

Certificate of Registration
Municipal Clerk's Copy

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2022 Partisan Primary Deadlines

Absentee Application Deadlines

Elections Specific Requests

Military Voters

Military Voters: Away from Home

Calendar Year & Indefinitely Confined Requests

The deadline to request an absentee ballot is as follows:

The deadline for **Regular Voters**, **Temporarily Overseas Voters**, and **Permanent Overseas Voters** to request a ballot for the upcoming election is 5:00 p.m. on the Thursday prior to Election Day.

The deadline for **Calendar Year** and **Indefinitely Confined Voters**, (those who have a hard time getting to the polls because of age, illness, infirmity of disability) to request a ballot for the upcoming election is 5:00 p.m. on the Friday prior to Election Day.

The deadline for **Military Voters** to request an absentee ballot is 8:00 pm on Election Day for elections that include a Federal contest and 5:00 p.m. on the Friday before Election Day for elections without federal contests.

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2022 Partisan Primary Deadlines

Absentee Application Deadlines

Election Specific Requests: 5:00 p.m. August 4th, five days before Election Day

Election no longer a choice in MyVote after deadline*

I am requesting an absentee ballot for:

- **All elections for the calendar year ending 12/31/2022**
- **The following upcoming elections:**
  - Aug 9, 2022 - 2022 Partisan Primary
  - Nov 8, 2022 - 2022 General Election

I am requesting an absentee ballot for:

- **All elections for the calendar year ending 12/31/2022**
- **The following upcoming elections:**
  - Nov 8, 2022 - 2022 General Election

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2022 Partisan Primary Deadlines

Absentee Application Deadlines

Calendar Year & IC Requests: 5:00 p.m. August 5th, four days before Election Day

- ○ All elections from today's date through the end of the current calendar year (ending 12/31).
- ○ **For indefinitely-confined voters only**: **I certify that I am indefinitely confined** because of age, illness, infirmity or disability and request absentee ballots be sent to me automatically until I am no longer confined, or I fail to return a ballot. *Anyone who makes false statements in order to obtain an absentee ballot may be fined not more than $1,000 or imprisoned not more than 6 months or both.* Wis. Stats. §§ 12.13(3)(i), 12.60(1)(b).

I am requesting an absentee ballot for:

- ● **All elections for the calendar year ending 12/31/2022**
- ○ **The following upcoming elections:**

☐ **I am indefinitely confined due to age, illness, infirmity, or disability and request ballots be sent to me for every election until I am no longer confined or fail to return a ballot**

! Applications submitted after deadline still valid for future elections

! **Clerk-entered** applications still create child applications after deadline

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2022 Partisan Primary Deadlines

Absentee Application Deadlines

Calendar Year & IC Requests: 5:00 p.m. August 5th, four days before Election Day

The deadline for **Calendar Year** and **Indefinitely Confined Voters**, (those who have a hard time getting to the polls because of age, illness, infirmity of disability) to request a ballot for the upcoming election is 5:00 p.m. on the Friday prior to Election Day.

! Choices still available on MyVote after deadline

! Child application will not generate in Partisan Primary after deadline!

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2022 Partisan Primary Deadlines

Absentee Application Deadlines

Military Voters

Not required to be registered = can create record through MyVote at any time

Absentee Request Deadline = 8:00 p.m. Election Day
if away from home

noreply.WEC@wi.gov
Online Voter Registration - Osieczanek ,Natalie K (Military)
A voter in your municipality has registered to vote online usin

noreply.WEC@wi.gov
Absentee Ballot Request - Military - Easterday, Anthony
An absentee ballot request has been received from MyVote

Notification email(s) include Military status in subject line

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WisVote Election Resources

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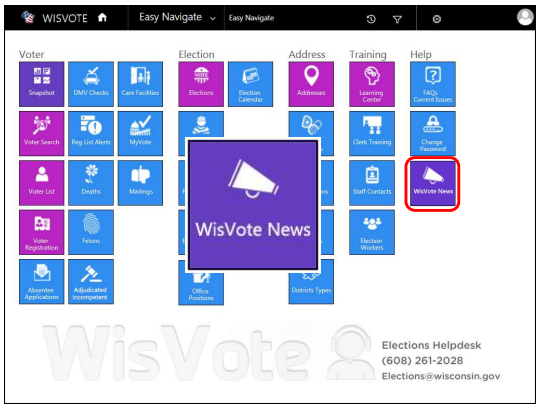
WisVote Election Resources

WisVote Election Checklists



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WisVote Election Resources

WisVote Election Checklists

WisVote Election Checklist I
(Pre-election Checklist)

Posted June 7th

Information Only	2022 Quarter 2 WisVote Movers WisVote Process Info. & Instructions
Medium	Absentee Application Emails
Timely Attention Required	WisVote Election Checklist I, 2022 Partisan Primary
Medium	May 2022 WisVote Updates

WisVote Election Checklist II
(Post-election Checklist)

Coming Soon!

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WisVote Election Checklist I, 2022 Partisan Primary

PRIORITY:

Timely Attention Required

DATE:

6/07/2022

Attachments	Size
WisVote Election Checklist I, 2022 Partisan Primary.pdf	281 KB
Download All	

WisVote Checklist I for the August 9, 2022 Partisan Primary Election is now available.

The Checklist contains pre-election tasks. This is the best source of information regarding WisVote related election cycle tasks and information. **Please print and use as a guide.**

This checklist includes information and guidance on the following items:

- Reviewing of Polling Place Locations
- Setting up and/or reviewing the Election Plan for this election
- Reviewing contests that were automatically created by WisVote and adding Referenda contests
- Entering and updating candidates
- Tracking absentee ballots
- Entering open and late period voter registrations
- Performing data quality work, such as Address data quality and Registration List Alerts review

WisVote Election Resources

WISVOTE ELECTION CHECKLISTS

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WisVote Election Resources

WisVote Election Checklists

All pre-election tasks for WisVote!

Usable by Counties & Municipalities

Includes links to WisVote Manual!

☐ Absentee Options (Optional) 4.2 Election Plans and Absentee Options 4.11 Election Specific Absentee Options **Election Plans Deadline: June 19, 2022** **Election Specific Deadline: July 22, 2022**	Absentee information should be entered into the Election Plans tile no later than June 19, 2022. WisVote will automatically create election specific absentee information based on election plan absentee information 50 days before election day. WEC staff recommends entering information under the Election Plans tile and using the "Copy Information" button if local absentee options are offered for every election type. Any additions/changes made after this time, will not be reflected in the election unless entered within the election under Election Specific Absentee Options. Information entered will appear on MyVote starting on June 20.
☐ **County Users** Run Pre-Canvass Reporting Unit List Canvass Reporting System	If the Reporting Units in WisVote do not match the way the voting equipment is being programmed, please contact the affected municipality immediately to determine the correct reporting unit information.
☐ Review Contests Created by WisVote in	All regularly scheduled contests will be automatically entered in

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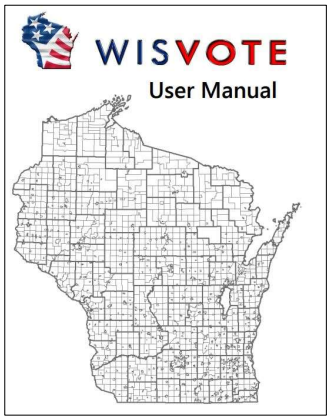
WisVote Election Resources

WisVote Manual

Version 6 released June 27th!

Entire Manual Updated

Individual section updates will continue



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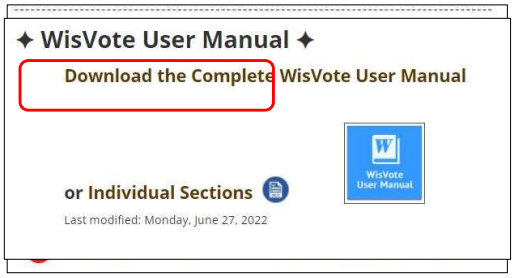
WisVote Election Resources

WisVote Manual

Full manual available in TLC

Must be logged in to access

Download complete manual
Or individual sections



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WisVote Reminders

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WisVote Reminders

Manual Section 3.11

Pending Absentee Applications

All MyVote Absentee Applications are entered into WisVote!

Photo on file/not required = My Active Absentee…

Require Photo ID review = Pending Absentee…

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WisVote Reminders

Manual Section 3.11

Pending Absentee Applications

Access through Absentee Application Tile

Newest applications listed first

Only parent application needs action!

Inactive unless approved

2. Pending Absentee Applications

Name	Vote...	Jurisdiction	Absentee Peri...	Application S...	Created On
Abarca, Pie...	0706...	CITY OF MAD...	Current Electi...	Online	6/21/2022 3:...
Abarca, Pie...	0706...	CITY OF MAD...	Calendar Year	Online	6/21/2022 3:...
WHITNEY, ...	7012...	CITY OF MAD...	Current Electi...	Online	6/21/2022 3:...
WHITNEY, ...	7012...	CITY OF MAD...	Calendar Year	Online	6/21/2022 3:...
Abanathy, ...	0000...	CITY OF MAD...	Current Electi...	Online	6/21/2022 11...
Abanathy, ...	0000...	CITY OF MAD...	Calendar Year	Online	6/21/2022 11...

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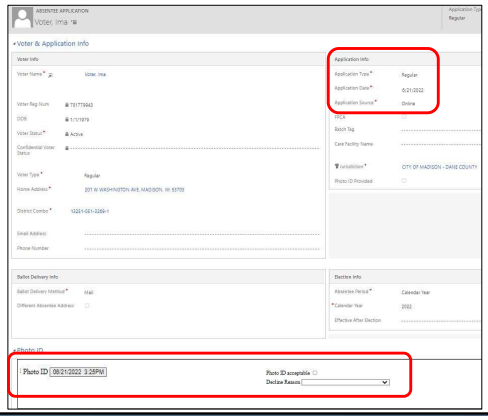
WisVote Reminders

Manual Section 3.11

Pending Absentee Applications



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WisVote Reminders

Manual Section 3.11

Pending Absentee Applications

Cannot edit on Pending Absentee

Date = When MyVote application completed

Only MyVote can assign Online application Source

Online application ≠ Online Ballot!!!

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WisVote Reminders

Manual Section 3.11

Pending Absentee Applications

Photo ID attached to email & found in WisVote

Must check acceptable box if activating

Must provide decline reason if declining

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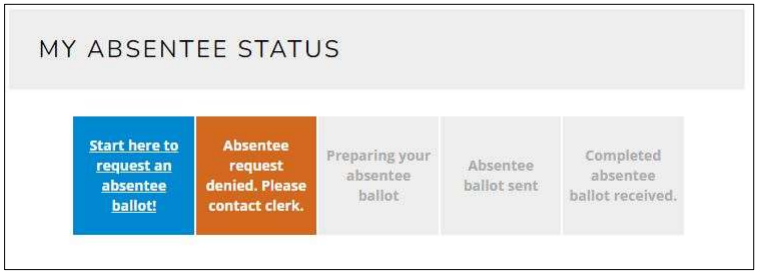
WisVote Reminders

Manual Section 3.11

Pending Absentee Applications

If declined, viewable on MyVote **My Voter Info** page



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WisVote Reminders

MyVote Absentee Emails

Any absentee notification email can be regenerated!

Send MyVote Email button appears if application source = online

Copy comes from ELRelierMyVote@wisconsin.gov

Send from parent application for IC/CY requests

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WisVote Reminders

Manual Section 2.4

Data Quality

Reg List Alerts

Keep on top of alerts heading into Election Day

Felon/Duplicate matches created daily

Death matches created once/month

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WisVote Reminders

Manual Section 2.5

Data Quality

DMV Checks

After reviewing, choose No Further Action Required

Clears DMV Check from grid

New DMV Check won't be created w/o voter record edit/update

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WisVote Reminders

Manual Section 2.5

Data Quality

DMV Checks

DMV Check Letter located in Voter Record

Can only be generated one at a time

No follow-up required; voter record remains active

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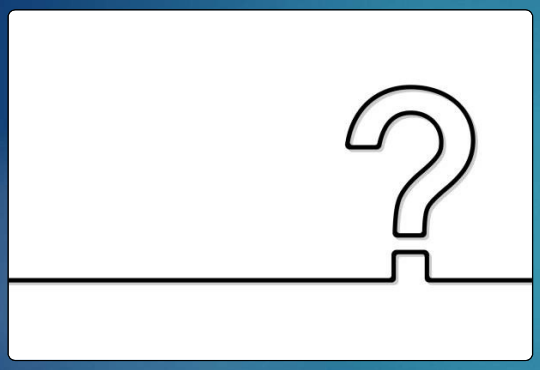

Questions?

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Upcoming WisVote Webinars

WisVote Absentee: Definitive Pre-election Guide

Tuesday, July 26, 2022 10:00 a.m.

WisVote Election Reconciliation

Tuesday, August 23, 2022 10:00 a.m.

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