

# PARTY COMMITTEE CALENDAR

1 Elections

2 Campaign Finance

3 Conventions

4 Internal Party

5 Outreach

# ELECTIONS CALENDAR

**DELEGATE ALLOTMENT DEADLINE**

**CANDIDATE AFFIDAVIT OF IDENTITY**

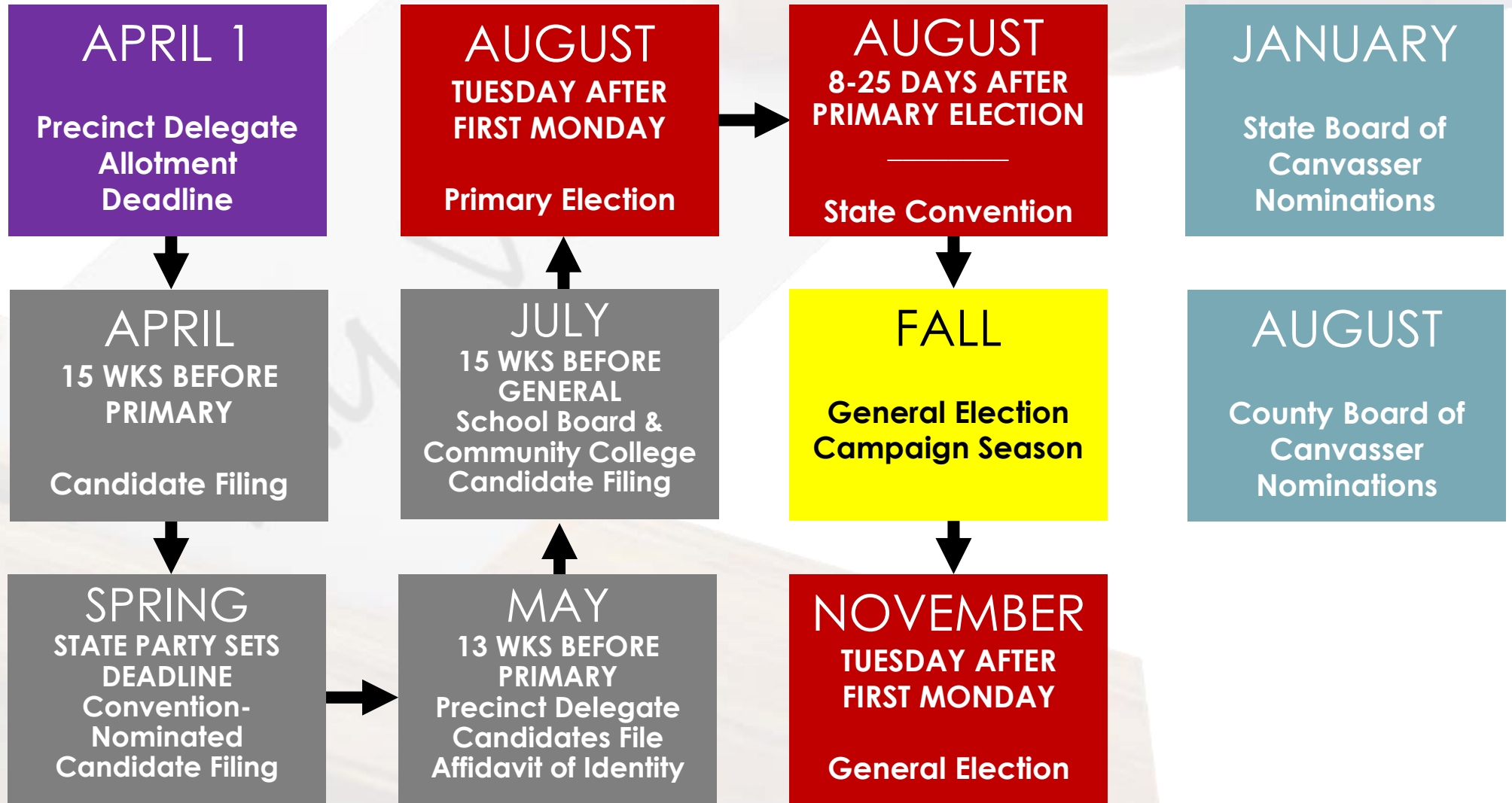
**GENERAL ELECTION CAMPAIGN SEASON**

**ELECTION / CONVENTION DAY**

**BOARD OF CANVASSER NOMINATIONS**

## EVEN YEAR

## ODD YEAR



# PRECINCT DELEGATE ALLOTMENT DEADLINE

**Before April 1 in even numbered years**, the chairperson of the county political party sends the precinct delegate allotment for the next term to the county clerk. The precinct delegate allotment is calculated proportionally based on past election results for U.S. President or Michigan Secretary of State.

For more details, review the ***Political Parties: Origins, Platforms and Structures Course*** at [moveitchristian.com](http://moveitchristian.com).

# AFFIDAVIT OF IDENTITY

Party candidates elected at the ballot box or at state convention must complete an Affidavit of Identity.

**State and county party committees are responsible for recruiting candidates to run for each position and making sure these candidates file an Affidavit of Identity with the appropriate entity by the filing deadline for the office they seek.**

# AFFIDAVIT OF IDENTITY

(continued)

## Primary Election Candidates

All candidates who seek nomination on the primary election ballot must fill out the appropriate Affidavit of Identity (non-judicial, incumbent judge or non-incumbent judge) found at [Michigan.gov/sos/elections/ballot-access](https://Michigan.gov/sos/elections/ballot-access)

### File with City or Township Clerk:

- City or Township offices

### File with County Clerk:

- State legislative offices contained within county
- Countywide offices
- County commissioner offices
- Probate court offices

### File with Secretary of State:

- State legislative offices overlapping more than one county
- Governor
- Federal legislative offices
- District, circuit and appellate court offices

**Affidavits must be filed with the appropriate official on or before the Tuesday exactly fifteen weeks before the August Primary Election.**

# AFFIDAVIT OF IDENTITY

(continued)

## Precinct Delegate Candidates

Precinct delegates positions are partisan and appear only on the primary election ballot. The Precinct Delegate Affidavit of Identity can be found at [Michigan.gov/sos/elections/ballot-access](https://Michigan.gov/sos/elections/ballot-access) and must be filed with the county clerk **on or before the Tuesday exactly thirteen weeks before the August Primary Election.**

## Convention-Nominated Candidates

The following candidates receive party nomination at a state convention and must complete the Affidavit of Candidacy (and any other filing requirements) prescribed by the state party: Lieutenant Governor, Secretary of State, Attorney General, State Supreme Court Justices, State Board of Education member or a state university board member. **The state party adopts convention rules that establish the deadline for filing the Affidavit of Candidacy with the State Party.**

# AFFIDAVIT OF IDENTITY

(continued)

## School Board & Community College Candidates

School board and community college offices are non-partisan and appear only on the general election ballot. The Affidavit of Identity (non-judicial) can be found at [Michigan.gov/sos/elections/ballot-access](https://Michigan.gov/sos/elections/ballot-access)

### File with City or Township Clerk:

- For school districts contained within the municipality

### File with County Clerk:

- For school districts overlapping more than one municipality
- For community college offices

**Affidavits must be filed with the appropriate official on or before the Tuesday exactly fifteen weeks before the November General Election.**

# AFFIDAVIT OF IDENTITY

(continued)

When an Affidavit of Identity is filed, it must be accompanied by a Nominating Petition (signatures) - or if permissible, a \$100.00 filing fee.

## **Nominating Petition**

The number of signatures necessary for a nominating petition is based on the population of the district involved according to the most recent federal census. These numbers are specified in MCL 168.544f and in the table on the next page.

## **Filing Fee In Lieu of Nominating Petition**

The following candidates may submit a \$100.00 filing fee in lieu of a nominating petition:

- School board or community college
- City or township (municipal) office
- County office
- State legislative office



## Signatures Required for Nominating Petition

	Partisan Petition		Non-Partisan Petition	
Population	min	max	min	max
<b>0 - 10K</b>	3	10	6	20
<b>10K - 25K</b>	20	50	40	100
<b>25K - 50K</b>	50	100	100	200
<b>50K - 75K</b>	100	200	200	400
<b>75K - 100K</b>	200	400	400	800
<b>100K - 200K</b>	300	500	600	1,000
<b>200K - 500K</b>	500	1,000	1,000	2,000
<b>500K - 1M</b>	1,000	2,000	2,000	4,000
<b>1M - 2M</b>	2,000	4,000	4,000	8,000
<b>2M - 4M</b>	4,000	8,000	6,200	12,000
<b>Over 5M</b>	15,000	30,000	30,000	60,000

# GENERAL ELECTION CAMPAIGN SEASON

**Political party committees support their party nominees during General Election campaign season.** Party committees do not typically support candidates in contested primary election races: of course, candidates in uncontested primary election races naturally win the party nomination.

Party support may come in the form of money, data, Get Out the Vote (GOTV) software, literature, door-knocking and phone-banking volunteers, “ballot chasing” programs during the 45-day absentee voting period, “poll flushing” programs during the 9-day early voting period, and so much more!

*For more details, review the **Candidate Recruitment & Support Course** at [moveitchristian.com](https://www.moveitchristian.com).*

# ELECTION / CONVENTION DAY

## **Primary Election**

Tuesday after the first Monday in August

## **Party “Fall” Nominating Convention**

8 to 25 days after the Primary Election

## **General Election**

Tuesday after the first Monday in November

Leading up to each primary and general election, political party committees should be recruiting and training poll challengers. Political party committees can credential up to two poll challengers for each in person voting location.

# BOARD OF CANVASSER NOMINATION

The **State Board of Canvassers** consists of two Republicans and two Democrats and is responsible for certifying Michigan elections.

**On or before January 15 in an odd numbered year,** the State Party Committee submits 3 nominees for the State Board of Canvassers to the Michigan Secretary of State. The Michigan Senate party leader and the Michigan House party leader also submit 1 nominee each. The Secretary of State chooses 1 of these 5 nominees to serve for 4 years on the State Board of Canvassers.

The **County Board of Canvassers** consists of two Republicans and two Democrats and is responsible for certifying county elections.

**Not later than September 1 in an odd numbered year,** each County Party Committee submits 3 nominees for the County Board of Canvassers to the County Clerk. The County Clerk chooses 1 of these 3 nominees to serve for 4 years on the County Board of Canvassers.

# SPECIAL ELECTIONS

Elected officials may resign, pass away or be recalled. In these circumstances, the Michigan Governor may call for a special election to fill these vacancies.

Special elections may occur in an odd or even numbered year, and each has its own calendar of duties and deadlines established by the Secretary of State and posted on [Michigan.gov/SoS](https://www.michigan.gov/SoS).

# CAMPAIGN FINANCE CALENDAR

**JANUARY**

**31st**

**Annual Statement**

**JULY**

**11 DAYS BEFORE  
AUGUST PRIMARY**

**Pre-Election Filing**

**OCTOBER**

**11 DAYS BEFORE  
GENERAL ELECTION**

**Pre-Election Filing**

**PRE-ELECTION  
FILING**

**11 DAYS BEFORE EACH  
CONVENTION  
OR SPECIAL ELECTION**

**SEPTEMBER**

**30 DAYS AFTER  
AUGUST PRIMARY**

**Post-Election Filing**

**DECEMBER**

**30 DAYS AFTER  
GENERAL ELECTION**

**Post-Election Filing**

**POST-ELECTION  
FILING**

**30 DAYS AFTER EACH  
CONVENTION  
OR SPECIAL ELECTION**

# CAMPAIGN FINANCE STATEMENTS

## **Annual Statement**

A party committee must file an annual statement in both election and non-election years (few exceptions).

- Closing Date: December 31
- Due Date: January 31

## **Election / Convention Statements**

Party committees must submit statements before and after each election or convention.

### **Pre-Election Statement**

- Closing Date: 16 days before election/convention
- Due Date: 11 days before election/convention

### **Post-Election Statement**

- Closing Date: 20 days before election/convention
- Due Date: 30 days after election/convention

For more details, review the **Campaign Finance for Party Committees Course** at [moveitchristian.com](https://www.moveitchristian.com).

# CONVENTION CALENDAR

**JANUARY &  
FEBRUARY**  
EVEN YEAR,  
EVERY 4 YEARS  
(presidential)

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**Conventions for  
Nationals**

County: 90 days prior  
to National  
Convention

State: 60 days prior to  
National Convention  
with District Caucuses

**SPRING**  
EVEN YEAR,  
EVERY 4 YEARS  
(statewide)

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**Endorsement  
Conventions**

County  
State

**AUGUST**  
EVEN YEAR,  
EVERY 2 YEARS

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**“Fall”  
Conventions**

County: between 8  
and 25 days after  
August primary

State: within 31 days  
of the August primary

**NOVEMBER**  
EVEN YEAR,  
EVERY 2 YEARS

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**County  
Convention:** within 20  
days following  
November general  
election

**JANUARY &  
FEBRUARY**  
ODD YEAR,  
EVERY 2 YEARS

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**“Spring”  
Conventions**

County: not less than 7  
days before following  
State Convention

District: 1 night prior to  
State Convention

State: not less than 37  
days before the first  
Monday of April

**FALL**  
EVEN YEAR,  
EVERY 4 YEARS  
(presidential)

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**National Convention**



# CONVENTIONS

Party committees are responsible for organizing and hosting delegate conventions. *For more details, review the **Convention Prep Course** at [moveitchristian.com](https://moveitchristian.com).*

## **County Party Committees**

There are FOUR County Conventions every two years. *For more details, review the **County Convention Course** in the Precinct Delegate Training Series at [moveitchristian.com](https://moveitchristian.com).*

## **District Party Committees**

There is ONE District Convention every two years. *For more details, review the **District Convention Course** in the Precinct Delegate Training Series at [moveitchristian.com](https://moveitchristian.com).*

## **State Party Committee**

There are THREE State Conventions every two years. *For more details, review the **State Convention Course** in the Precinct Delegate Training Series at [moveitchristian.com](https://moveitchristian.com).*

# INTERNAL PARTY CALENDAR



## **EXECUTIVE COMMITTEE MEETINGS**

Committee bylaws fix the day when regular meetings of the committee are to be held. Traditionally, this is once per month for county executive committees and congressional district committees.

## **STANDING COMMITTEE MEETINGS**

Standing committees (subcommittees) of a political party committee typically meet as party business requires.

# OUTREACH CALENDAR

- Train precinct delegates
- Train grassroots volunteers
- Host party celebrations
- Host events to give visibility to party elected officials and candidates, such as coffee hours or candidate forums
- Participate in summer parades
- Have a booth at local trade shows, conferences and other community events