



Resident Council Notice of Election

- **Candidate & Resident voter eligibility:**
 - Must reside at the housing community of the resident council site that the officer elections are being held:
 - A housing community can be:
 - Scattered site buildings
 - Areas of contiguous row houses; or
 - One or more contiguous buildings
 - A development; or
 - A combination of these buildings or developments
 - Must be a head of household (at any age) or a resident at least 18 years of age or older, whose name appears on the lease.
 - Must be compliant with the lease agreement
 - If in an ongoing grievance or court process, the resident is still considered “in compliance.”
 - If the resident has entered a negotiated payment plan and is meeting the payment schedule, the resident is still considered “in compliance.”
 - Must reside in a unit where the rental responsibility is below fair market rent.
 - Must be a resident of the housing community for six months or more.
- **Resident Council Nomination Process:**
 - CMHA staff must conduct Resident Council Interest Meetings to publish, distribute and receive the Resident Council Candidacy Petition Form to verify candidates’ eligibility.
 - CMHA shall process and transfer the records of the Resident Council Candidacy Petition forms to the ITPM to publish the list of candidates and prepare the ballot for voting.
 - CMHA shall provide candidates with the opportunity to organize a Candidates’ Forum.
 - CMHA shall monitor candidates’ campaigns in accordance with the Candidates’ Campaign Grievance procedure to ensure campaign fairness.
- **Candidates’ Campaign Grievance Procedure:**
 - A resident at the Resident Council site may request a Candidates’ Campaign Grievance Form to determine if a candidate is ineligible on the grounds that:
 - Disparaging remarks were made against other candidates. For purposes of this procedure, “disparaging remarks” means statements that could reasonably be expected to lead to violence against another candidate;
 - False campaign statements were made to gain votes;
 - Solicitation of votes was made through monetary means and/or expensive gifts; and/or
 - A candidate no longer meets residential eligibility requirements.
 - The Candidates’ Campaign Grievance Form shall be requested from CMHA within three (3) days of the incident.



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- The form must include a notarized written statement of the incident, signed by the grievant and two (2) witnesses, and must be sent to the ITPM within five (5) days of the date of the incident.
 - Upon investigation by the ITPM, if a candidate is found to be ineligible according to the grievance procedure and is elected by majority vote, the second highest vote-getter will be determined as the elected officer.
- Election Process:
 - Voting Methods
 - CMHA has the discretion to contract the ITPM to conduct elections by:
 - Vote In-Person
 - Vote by Mail or
 - Hybrid Voting
 - Ballot Casting
 - Election by secret ballot
 - Determines the majority vote
 - Voter Identifier
 - Voters shall be assigned a voter identifier that verifies eligibility.
 - For vote-by-mail and hybrid voting methods, the voter identifier must be printed on the envelope enclosing the ballot.
 - A ballot must be received by the return date.
 - Election Day
 - Election day shall be considered a one-day calendar event purposed to count the cast ballots.
 - For vote by mail and hybrid voting, the election day must include a virtual observation of the election-day count being conducted by the ITPM.
 - Provisional Ballots:
 - A provisional ballot is used to record a vote when an eligible voter was not assigned a voter identifier that verified eligibility. While there can be several scenarios to cause a provisional ballot to be cast, most typical scenarios will include the voter not being on the eligibility rolls sent to the ITPM or, for vote by mail or hybrid voting, not receiving their original ballot that was mailed by the ITPM.
 - For in-person voting, the provisional ballot period will run concurrent with the pre-published election day activities, such as date, time, and location of the election.
 - For vote by mail or hybrid voting, the provisional ballot period will start from the date that the ITPM mails ballots and ends ten days after the original ballots were mailed.
 - For in-person voting, to cast a provisional ballot, the ITPM must have the voter complete a provisional ballot form to be assigned a provisional voter identifier.



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- The provisional voter must enclose the provisional ballot in an envelope with the assigned provisional voter identifier.
 - Provisional ballots shall be set aside as a subset of challenged ballots.
 - Provisional ballots shall be resolved according to the challenged ballot procedure.
- For vote by mail or hybrid voting, to request a provisional ballot, the potential voter must contact the designated CMHA staff member assigned to monitor the ITPM activities.
 - Mailed requests must be received by the end of provisional ballot period.
 - Upon confirmation of eligibility, a provisional voter identifier will be assigned, and a provisional ballot will be sent to the eligible voter by the ITPM.
 - Provisional ballots must be received by the Election Day return date to count towards the final tally.
- Challenged Ballot Procedure:
 - For vote by mail and hybrid voting, the list of eligible voters that have returned a ballot must be recorded by the ITPM and read aloud the day of the election-day count to allow for challenges of voter eligibility.
 - Eligible voters of the property site attending the virtual tallying may challenge a ballot.
 - Ballots that are challenged shall be marked as “challenged ballot” and set aside before unchallenged ballots are opened for tally.
 - Open ballots for tally must be mixed and have no personal identifiers to jeopardize the secrecy of the ballot.
 - Upon tally of the unchallenged ballots, the ITPM shall work to resolve ballot challenges.
 - Unresolved challenges will result in the ballot not being counted.
 - Ballot challenges that are resolved will be counted towards the final tally.
 - For in-person voting, ballot challenges must initially follow the provisional ballot procedure.
 - As a subset of challenged ballots, the names of provisional ballot casters will not be read aloud.
- Objection Period Procedure:
 - The Objection Period shall consist of 3 days past the election date.
 - Voters of the resident council community may object to their resident councils’ election results on the grounds of procedural misconduct.
 - Objectors must provide evidence to the ITPM to substantiate a challenge of the election results.
 - ITPM shall lead objection investigations and/or hearings
 - Recall of the election will be determined by 70% of the voters signing a petition to recall.



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- Upon conclusion of the Objection Period candidates with the majority vote shall be published as their respective officer-in-elect positions and receive notification of their swearing in ceremony to initiate their term in office.