

2021 Constitutional & Joint Election – November 2, 2021

Central Counting Station - Ballot Information, Website, Canvass Reports, Tabulation Election Results and Re-Districting

Note: All questions and concerns in the following matters need to be address to the following or it may result in delays.

Danielle Grant	214-819-6370	danielle.grant@dallascounty.org	CCS Fax Number 214-819-6374
Angelica Munoz	214-819-6372	amunoz@dallascounty.org	
Michael Scarpello	214-819-6335	michael.scarpello@dallascounty.org	

Courtesy Notice of Election As a courtesy, a Joint Notice of Election will be placed in the [Sunday, October 3, 2021](#) edition of the Dallas Morning News by the Elections Department; this is not an official legal notice. Election Code Sec. 4.002(2) does not allow the Elections Administrator to handle this legal requirement. Each entity will need to post their Notice of Election per Sec.4.003(1). If you are holding a special election, Section 4.004(b) of the law requires you to state each proposition measure to be voted on in your notice. Each entity is responsible to review their Charter rules for any additional Notice of Election requirements and consult their legal counsel if needed. If you have any questions regarding publishing your notice in the Dallas Morning News, call Max Tezkol 214-977-7819.

Notice of Bond Elections Entities holding bond elections must provide additional notice per Section 4.003(f) added by SB 637. A debt obligation order under Section 3.009 must be posted: 1. (DCED will handle) On Election Day and during Early Voting by personal appearance, in a prominent location at each polling location. 2. (Entity will handle) Not later than the 21st day before Election Day, in 3 public places. 3. (Entity will handle) During the 21 days before election, on the entity's website. See full notation for Bond Notices and the required information for the Order/Notice of Election in the SOS Election Law Calendar. DCED will place 3 ring binders in each EV and ED polling locations of your provided bond notice materials. If possible, materials are needed by [September 17, 2021](#) (in time for training). We will also have the Election Judge at each polling location sign an affidavit for "Posting of the Bond Election"; Michael Scarpello will sign an overall election affidavit for posting; DCED will send an original to each entity after the election.

Ballot Proof Sign Off Should be completed by close of business, [August 27, 2021](#). ([Sept. 8](#) for Special Elections to fill Vacancy)

Polling Locations We are in the process of confirming requested locations with each entity. After withdrawal of any entities, we will send out the polling location list again.

Wording for Ballot

- You will be emailed a Charter/Proposition standard form to fill out. We request this form to be emailed back to us.
- We request Ballot text wording for any Charter Amendment and/or Proposition to be received by the Ordering of an Election deadline which is [Monday, August 16, 2021](#). (If you can send wording before this date, that would be greatly appreciated)
- ***Text must be in English and Spanish, in Word Doc. Sentence style, NO all uppercase text accepted.*****

Ballot Allocation If you are holding a Local Option Election or expect a higher than usual turnout, please let us know.

Candidate Names for a regular election filing deadline (Note: dates are different for a "to fill a vacancy" election see SOS advisory):

- Candidate filing deadline** for Regular Election – [Monday, August 16, 2021 at 5:00p.m.](#)
- Candidate ballot drawing position** the SOS strongly suggests [on or before Tuesday, August 24, 2021](#). To have the drawing on Aug. 24th the ballot drawing notice must be posted on or before [Friday, August 20, 2021](#), which is 72 hours before the drawing. Sec. 52.094(c) and Sec. 52.094(d) state information on written notice of drawing to each candidate. See SOS Election Law Calendar.
- Last day for a candidate to withdraw** name from ballot is, [Monday, August 23, 2021 at 5:00p.m.](#) Please email any candidates that withdraw from the ballot by [August 24, 2021](#). (Sec. 145.092, 145.094) Another ballot drawing after candidate withdrawal is NOT needed; the remaining candidates will stay in the same order as original position drawing.
- Write-In Candidate deadline** for Regular Election – [Friday, August 20, 2021 at 5:00p.m.](#) Please email back the Write-In standard form to us by [Tuesday, August 24, 2021](#). (Sec. 144.006, 146.054(b)(2))
- The Code does not provide direction on how to list multiple write-in candidates for the same office on the List of Declared Write-in Candidates. If there are two or more declared write-in candidates in any one race, the Secretary of State recommends that you list them in alphabetical order or conduct a ballot drawing pursuant to Section 52.094(a) & (c) of the Code.

Ballot Proofing Once you receive a ballot proof from us, within **48 hours** proof and return an approval signature or any corrections that will need to be made. We anticipate sending ballot proofs sometime during [August 24-26 \(Sept 7 for Special Election to fill a vacancy\)](#). **You will receive a proof for an Optical Scan Ballot (Paper-Mail Ballot).**

Early Voting Website Information Early Voting Roster Reports will be on the website each day after 10:00a.m. during Early Voting. These reports will show names of people who **have voted in-person or if a mail ballot has been received back into our office**. Election Code Sec 87.121

Public Logic and Accuracy & Tabulation Equipment Test – [TBD at 10:00 a.m.](#) at the Elections Warehouse, 1515 Round Table, Dallas, TX 75247 and [September 15 at 10:00 a.m.](#) in the Central Counting Station, 1520 Round Table, Dallas, TX 75247.

Election Reporting and Special Reports

- Unofficial Results will be posted on the Dallas County Election Website on election night at [www.dallascountyvotes.org](#). We have a results system on election night that will have colored maps, pct by pct results to download, statistics, and more.
- After the election night results are at 100%, no further election results will be posted on the Dallas County Election website till all provisional and overseas ballots have been counted, sometime [November 9, 2021](#). The EV ballot board has until the 9th day after the election to qualify and count any provisional ballots. So pending EV BB schedule, CCS will get all ballots processed and counted for canvass reports after they receive ballots from EV BB.
- Secretary of State will request, after each election, the precinct election results. Dallas County will upload this information to the S.O.S. website after your canvass for those entities contracted exclusively with Dallas County. Entities contracting with more than one county will need to combine their results and upload them to the Secretary of State website.

Canvass Information

- [Friday, November 5, 2021](#) – First Day to canvass the election if your entity has **NO** Election Day Provisional Ballots and **NO** Overseas ballots that have not been received to be counted. Canvass notice must be posted 72 hours before conducted.
- [Monday, November 8, 2021](#) – Last day to receive ballots from outside the United States (Sec. 86.007(d)(3), 101.057 and 101.001)
- [Monday, November 8, 2021](#)– Last day that a voter can cure their Provisional ballot at our office (Secs. 65.054(b), 65.0541(a))
- [Friday, November 12, 2021](#) – Last day that the Early Ballot Board may convene to count late ballots cast from outside the United States. (Sec. 87.125) or count Provisional ballots cast (9th day after election). So pending EV BB schedule, all Overseas and Provisional ballots will be counted as soon as the Ballot Board delivers them to the Central Counting Station. At that time final unofficial election results will be prepared. (Sec. 65.051(a-1)), 1.006)
- We anticipate these reports will be ready sometime late [Wednesday, November 10, 2021](#).
- [Monday, November 15, 2021](#) – Last Day to canvass the election (Sec. 67.003(c))
- Note:** Above deadlines are based on the SOS November 2, 2021 Election Law Calendar. Please confirm your charter or home rule requirements with your legal counsel. Any Elections to be ordered after the 71st day before Election Day, could have other filing deadlines, please refer to SOS Advisory. Be sure to inform DCED of any special deadlines not stated above.
- Note:** Wording, Candidate and Write-in standard forms that we are requesting will be emailed to you to complete and return to us.

(Continued on Reverse)

Administration – Contracts and Deposits

Note: All questions and concerns about the following matters need to be addressed to:

Deatrice Kirk	214-875-4963	deatrice.e.kirk@dallascounty.org
Malissa Kouba	214-819-6334	malissa.kouba@dallascounty.org
Michael Scarpello	214-819-6335	michael.scarpello@dallascounty.org
Office Fax Number	214-819-6301	

Friday, August 13, 2021 - Draft Contracts will be provided to participating political subdivisions

Friday, August 18, 2021 – Initial “Contract Change Forms” are due

Friday, August 20, 2021 (on or before) - DCED will deliver contracts to each entity

Monday, August 23, 2021 - Deadline to withdraw from the November 2nd Constitutional and Joint Election. **September 6, 2021** for Special Elections.

Tuesday, September 7, 2021 (on or before) - Deliver Signed Contract to the above email address.

Tuesday, September 7, 2021 (on or before) - Deposit due; mail to Dallas County Treasurer (address in contract)

Tuesday, Sept. 28, 2021 (on or before) - Final payment due

Friday, October 22, 2021 - Deadline to Publish Notice of Elections

Voting Sites (Early Voting & Election Day) - Locations, Poll Workers, and Training Classes

Note: All questions and concerns about the following matters need to be addressed to:

Shionna Brown	214-819-6341	shionna.brown2@dallascounty.org
Malissa Kouba	214-819-6334	malissa.kouba@dallascounty.org

Friday, August 20, 2021 - Mail Presiding Election Officer (PEO) and Alternate Election Officer (AEO) request to serve letters.

TBD – Cutoff date to add any additional early voting locations.

TBD – Early Voting Training Classes

September 8, 2021 – Polling Location confirmations complete

September 10, 2021 – Mail Judge and Alternate Judge request to serve letters.

TBD – Election Day Training Classes

Tuesday, October 12 – Sunday, October 17, 2021 – Early voting equipment setups at each location with PEO and Technician

Monday, October 18, 2021 – Early voting starts

Friday, October 29, 2021 – Early voting ends

Early Voting – Applications to vote by mail

Note: All questions and concerns about the following matters need to be addressed to:

Ladetra Flores	214-819-6324	ladetra.flores@dallascounty.org
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Saturday, September 18, 2021 – Deadline for DCED to mail out FPCAs (45 Days)

Friday, October 22, 2021 – Last day to receive applications to vote by mail

NOTE: The newest application has an annual box on it to check which would give the voter all elections (including runoffs) for that calendar year. This is located on our website. You can pre-check these boxes on your mail-out of applications and it would reduce the confusion for the voter and our office.

We highly recommend any mailouts should be inspected by Dallas County Elections Department for completeness.

Voter Registration

Note: All questions and concerns about the following matters need to be addressed to:

Rivelino Lopez	214-819-6357	rlopez@dallascounty.org
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Monday, October 4, 2021 – Last day to register to vote

To receive a CD of your entity’s voters, please fill out the “Request for Voter Registration Information” form (located in your contract packet).

Warehouse – Equipment Deliveries, Supply setup and handout

Note: All questions and concerns about the following matters need to be addressed to:

Lynn Coumpy	469-941-3430	lynn.coumpy@dallascounty.org
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Tuesday, October 12, 2021 – Begin Early Voting deliveries and equipment setups at each location

Tuesday, October 19, 2021 – Begin Election Day deliveries to each location

Sunday, October 31, 2021, 1pm - 6pm – Supply Handout at Regional Sites

Please refer to SOS November 2, 2021 Election Law Calendar for more information regarding separate filing deadlines for special elections to fill a vacancy to be ordered on or before the 70th day before election day OR after the 70th day but on or before the 46th day before Election Day.

Please keep us updated on anything pertaining to a special election.

Contact the Department of Justice to find out what requirements exist for entities holding a bond election and refer to the SOS Election Law Calendar for more information about Bond Elections.

2021 Joint Runoff Election – December 7, 2021 (If required)

Note: All questions and concerns in the following matters need to be address to the following or it may result in delays.

Danielle Grant	214-819-6370	danielle.grant@dallascounty.org	CCS Fax Number 214-819-6374
Angelica Munoz	214-819-6372	amunoz@dallascounty.org	
Michael Scarpello	214-819-6335	michael.scarpello@dallascounty.org	

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Last day to register to vote - [Monday, November 8, 2021](#)

Ballot Proofing (Optical Scan) - Anticipated ballot proofing will be on [Monday, November 8, 2021](#).

- Once we receive a candidate's ballot position and have a ballot ready for proofing, we will notify each entity.

Early Voting - [Monday, November 22, 2021](#) – Early voting starts. [Friday, December 3, 2021](#) – Early voting ends.

Early Voting Website Information

- Early Voting Reports will be on the website each day after 10:00 am during Early Voting. These reports will show names of people who have voted in-person, or whose mail ballot has been received back into our office.
- Public Logic and Accuracy & Tabulation Equipment Test - [TBD at 10:00 a.m.](#) at the Central Counting Station
- Election Reporting and Special Reports
 - Unofficial Results will be posted on Dallas County Election Website on election night at www.dallascountyvotes.org. The results system on election night will have colored maps, pct by pct results to download, statistics, and more.
 - After the election night results are at 100%, no further election results will be posted on the Dallas County Election website until all Election Day Provisional and late ballots cast from outside the United States have been delivered to the Central Counting Station from the Ballot Board.

Canvass Information

- [Friday, December 10, 2021](#) – First Day to canvass the election if your entity has **NO** Election Day Provisional Ballots and **NO** Overseas ballots that have not been received to be counted. Canvass notice must be posted 72 hours before conducted.
- [Monday, December 13, 2021](#) – Last day to receive ballots from outside the United States
- [Monday, December 13, 2021](#) – Last day that a voter can cure their Provisional ballot at our office (Secs. 65.054(b), 65.0541(a))
- [Thursday, December, 16, 2021](#) – Last day that the Early Voting Ballot Board may convene to qualify/count ballots cast from outside the United States. (Sec. 87.125) or Provisional ballots cast (9th day after election). The EV ballot board has until the 9th day after the election to qualify and count any provisional or overseas ballots. So, pending EV BB schedule, All Overseas and Provisional ballots will be counted as soon as the Ballot Board delivers them to the Central Counting Station. At that time final unofficial election results will be prepared for canvassing. (Sec.65.051(a), 1.006) Results reports may not be ready until late Friday, June 11, 2021.
- [Monday, December 20, 2021](#) – Last Day to canvass the election