



Grassroots
Conservative
Activist
Conference

Strategy 2017:

**FROM OUTRAGE
TO ACTION**

Friday, August 18
12 noon-8pm
Saturday, August 19
7:30am-7pm

Candidate Training
Campaign Team Training
Election Integrity
Social Media for Activists
Coalition-Building
and Lightning Round: Solutions

Don't miss out!
REGISTER NOW

ILLINOIS Conservatives United

August 18th – 19th at the Diplomat West Banquet Hall in Elmhurst, IL

For general questions, email conf@illinoisconservativesunited.org
Illinois Conservative United is grateful for any contributions.



A Very BIG THANK YOU... to our sponsors:

- ❖ FreedomWorks www.freedomworks.org
- ❖ Illinois Family Action www.illinoisfamilyaction.org
- ❖ The Heartland Institute www.heartland.org
- ❖ American Majority www.americanmajority.org
- ❖ Illinois Review www.illinoisreview.typepad.com

Featuring:

- Catherine Engelbrecht from True the Vote on election integrity will be our Saturday morning keynote speaker.
- Former Kansas 1st District U.S. Congressman Dr. Tim Huelskamp, who is now the new President of The Heartland Institute.
- Rev. C.L. Bryant is the Saturday dinner Speaker Sponsored by FreedomWorks.





Illinois Conservative United – Conference Planning Team

Lyn Beets, Northern Illinois Tea Party

Jane Carrell, Northern Illinois Tea Party

Carol Davis, West Suburban Patriots

Linda Iverson, Huntley Tea Party

James Marter, Former Candidate, U.S. Senate

Loretta Savee, Northern Illinois Tea Party

Jan Shaw, West Suburban Patriots

David Smith, Illinois Family Action

Claire Van Horn, DuPage Tea Party



Housekeeping Rules

- EXITs note locations.
- Restrooms
- Safety
 - If anyone needs medical attention, please call it to the attention of one of the organizers so EM can be contacted.
- *Attention Attendees & Exhibitors: PLEASE, no background conversations while our guest speakers are on—we want ALL attendees to benefit from the wonderful information they share!*
 - Be considerate!
 - Quiet during presentations.
 - Cell Phones off.
 - Take calls / conversations outside.
 - No Texting messaging, etc. This is distracting to those around you.
 - Questions OK during Q&A parts,
 - respect the presenters so that they may complete the topics and materials for each segment, but stay on topic.
 - No speeches, please. Short quick, concise questions!
- *Display the benefits of a free-market economy—please TIP your servers and bartenders.*
- Garbage, Recycle, Trash place into proper receptacles.
 - Keep clanging noises to minimum.



WELCOME!

- About our Day, AGENDA
- Conference Program books, direct your attention to page 7
Please support our Sponsors and Exhibitors!

- **American Majority** www.americanmajority.org

- Connect with [American Majority on Facebook](#)
- [Support American Majority through AmazonSmile](#)
- Matt Batzel (National Executive Director for American
- Lonny Leitner (American Majority's Chief of Staff)
- Jennifer DeJournett (MN Executive Director)



- American Majority is the premier conservative grassroots training organization in the nation, conducting daylong events featuring up to five sessions, or evening events featuring three sessions, on grassroots topics that meet the needs of your community. From campaign messaging to managing online social capital, the training sessions offered are the product of decades of grassroots political expertise from some of the best political operatives in the business. Choose the presentations that best fit your needs.

- Other Recognitions



FRIDAY AFTERNOON, AUGUST 18, 2017

- 11am–12pm Check-in/Exhibits
- 12pm Buffet Lunch/Exhibits
- 1pm–5pm Afternoon Sessions: American Majority Candidate/
- Campaign Support Training
 - James Marter, Matt Batzel and Lonnie Leitner
 - Session 1: Campaign Plan
 - – Break (15 minutes)–
 - Session 2: Campaign Plan Part 2
 - Session 3 - Illinois Specific Tips
 - Session 4 - Messaging
- 5pm–8pm Exhibits/Meet & Greet/Cash bar open
- 6-8pm Appetizers



Matt Batzel [Connect with me on Twitter: @MattBatzel @AM_National](#)

mattb@americanmajority.org

- ❖ Matt currently serves as National Executive Director for American Majority
- ❖ Before that, he worked for nearly four years as AM's Wisconsin executive director. Under his leadership, the Wisconsin chapter of American Majority trained 159 winning candidates at the state and local level, held over 240 trainings, and trained more than 8,000 individuals over 6 years.
- ❖ He is an Adjunct Professor at the University of Chicago Harris School for Public Policy. A Wisconsin legislator recently described Matt as "Wisconsin's most often quoted political analyst." He has a tax law background, and lives in Cedar Grove, Wisconsin with his wife and five children.





American Majority www.americanmajority.org

- Lonny Leitner twitter @lonnyleitner
 - ❖ native Minnesotan, was born and raised in Saint Paul, MN and graduated from Marquette University in Milwaukee, WI, with a Bachelor of Arts in political science
 - ❖ specializes in political training, campaign management, and voter education.
 - ❖ He worked for many years as a political operative, public relations public affairs specialist and his background in campaign management helped hone excellent leadership and motivational skills. He Managed several US Senate and US Congressional campaigns from Florida, Texas to Washington State and served as Regional Field Director for George W Bush re-elect.
 - ❖ Lonny spearheaded American Majority Action's Get Out the Vote Efforts in Wisconsin and other states working successfully with local media outlets to further the movement.
 - ❖ Worked in the Private sector as a crisis communications specialist for fortune 500 companies and small start-ups alike.
 - ❖ Started working in American Majority in 2008 and now serves as American Majority's Chief of Staff.





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ILLINOIS Specific Candidate/Campaign Training

James Marter

2016 Republican Primary U.S. Senate Candidate
Republican Party – Kendall County GOP Chairman & precinct committeeman
Illinois Conservatives United – Planning Team
Illinois Center Right Coalition – Steering Committee Member

LIBERTY Loving, 2nd Amendment, Constitutional Conservative, PRO-LIFE, Limited Government, Patriot



Agenda: ILLINOIS Specific Candidate / Campaign Training

- Becoming a Candidate
 - Petitions and Filing
 - The petition
 - Signatures & Requirements (2X – but not more)
 - Local Election Authority and/or County Clerk
 - Filing during the filing Period.
 - First Day, Lottery, Last Day
 - Objections period.
 - Handling Objections.
 - Campaign Reporting, Financials, and Disclosures.
 - Be in compliance.
 - FED. FEC Will not discuss much, but note differences.
- Election Formats
 - Partisan versus non-partisan
 - Parties, Established, New-Parties and Independent
 - Types
 - General Primary
 - General Election
 - Consolidated Election
 - Qualified Parties only: Consolidated Primary or Caucus
- Illinois State Board of Elections
 - The Basics ... leverage them!
- Campaign Materials
 - Walk Card, Letters, Signs, Business Cards
 - Paid for by...
- Voting / Election Day
 - 100 Feet within door of a polling place. No Placement of signs, No campaigning
 - Polling Places, Signs election day and early voting.
 - Election Judges
 - Poll Watchers
 - PW & EJ Credentials / Chairman / Clerk
- Voter Data
 - Voter Data Files.
 - What you need to know and do
 - Polling Places – locations
 - MAPS : District, Precincts
 - Early Voting and Absentee Ballots, pulling daily info.



Becoming a Candidate

- Petitions and Filing
 - The petition
 - Signatures & Requirements (2X – but not more)
 - Local Election Authority and/or County Clerk
 - Filing during the filing Period.
 - First Day, Lottery, Last Day
 - Objections period.
 - Handling Objections.
- Election Formats & Cycles
- Campaign Disclosures - Reporting, Financials, etc.
 - Be in compliance.
 - Campaign Disclosure Law – Highlights
 - Campaign Disclosure – Candidate & Contribution
 - Campaign Disclosure – Expenditure
 - Campaign Disclosure – Filings
- Federal . FEC Will not discuss much, but note differences.



Petitions

Know how to do
EVERYTHING right!

GENERAL PRIMARY PETITION

We, the undersigned, members of and affiliated with the REPUBLICAN Party and qualified primary electors of the REPUBLICAN Party, in the State of Illinois, do hereby petition that **JAMES T. MARTER** who resides at 233 Fox Chase Drive North, in the Village of Oswego in the County of Kendall and State of Illinois, shall be a candidate of the REPUBLICAN Party for the nomination for the office of **UNITED STATES SENATOR** to be voted for at the Primary Election to be held on March 15, 2016 (date of election).

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____ }
County of _____ } SS.

I, _____ (Circulator's Name) do hereby certify that I reside at _____

in the City/Village/Unincorporated Area (circle one) of _____ (if unincorporated, list municipality that provides

postal service) (Zip Code) _____, County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition qualified voters of the REPUBLICAN Party in the political division in which the candidate is seeking nomination/elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (insert month, day, year)

(SEAL)

(Notary Public's Signature)

SHEET NO. _____



Petition Instructions

- Make sure your **CIRCULATORS** know all the rules, and especially how and when to get the petitions to you in time.

CIRCULATORS:

1. Circulators must be 18 years of age or older, citizens of the United States.
2. Circulators may sign the petition which they are circulating.
3. Circulators, may complete address, city, and county, if signer leaves blank or puts "ditto",

Fill this in "dittos" are not valid!

4. Circulators need to find a notary public, and should NOT sign the bottom portion until instructed to do so by a Notary Public.
5. Circulators must personally appear and sign the Circulator's Affidavit before a Notary Public.
6. Petitions with less than a FULL sheet are VALID & should be turned in, after being notarized.

PETITION SIGNERS:

1. All signers must be registered to vote.
2. All signers must sign in the presence & observation of the circulator.
3. Signers may not sign the Petition more than once.
4. Signers must sign for themselves only.
5. Signers should NOT sign a Petition for more than one PARTY, this will invalidate the signature for all candidates. **However** a signer may sign multiple petitions for candidates of the same party for the same office.
6. Signers should sign their names as it appears on the voting card and PRINT (*very plainly*) their Street address, City or Village, and County. All three areas (Street, City, and County) after the signature MUST be filled in PRINTED. No ditto's or blanks from the previous signer.

At the bottom of each petition sheet: DO NOT NUMBER THE PETITION SHEETS! Leave SHEET NO. _____ Blank!

Notarized Petitions should be mailed to:

Please return all notarized Petitions this week as soon as done, and **TRY to Have in the Mail on Friday 20th , or Saturday 21st or NO LATER THAN November 23th, 2015 (earlier if possible)**
Thank you! Call 630-608-2059 with any questions, someone will return your call.



Filing Periods & Objections

- Know all **IMPORTANT** election cycle calendar, dates, time, locations...

STATE BOARD OF ELECTIONS NOTICE TO CANDIDATES AND OBJECTORS

Established Party Filing	Objection Filing	Established Party Lottery
November 23-30, 2015*	December 1-7, 2015	December 9, 2015
Hours: 8:00 a.m. – 5:00 p.m.	Locations: 2329 S MacArthur Blvd, Springfield, IL 8:00 a.m. – 5:00 p.m.	Time: 2:00 p.m.
Location: 2329 S MacArthur Blvd, Springfield, IL	100 W Randolph Suite 14-100 Chicago, IL 8:30 a.m. – 5:00 p.m.	Locations: 2329 S MacArthur Blvd, Springfield, IL 100 W Randolph Suite 14-100 Chicago, IL
*The State Board of Elections will be closed on November 26-27, 2015 in observance of the Thanksgiving Holiday		

OBJECTIONS

Objections to nominating petitions may be filed either in the Springfield or Chicago office of the State Board of Elections. An objector's petition shall give the objector's name and residence address, and shall state fully the nature of objections to the petitions in question, and shall state the interest of the objector and shall state what relief is requested of the electoral board. Although not required by law, the Board would also requests that a phone number, fax number and e-mail address (if available) be provided. When filing an objection, an original and two additional copies must be submitted. Objections that do not include two copies will NOT be accepted. (10 ILCS 5/10-8)

Board staff will not make copies of the objection for you to be submitted with your original filing.

Objections must be filed no later than 5:00 p.m. on December 7, 2015. This means the objection must be time-stamped by 5:00 p.m. It is not sufficient to be present in the Board's office and in line at 5:00 p.m. Traditionally, there is a long line of people to withdraw and file objections on the last day.

All candidates should check the status of their nomination petitions on the SBE website (www.elections.il.gov) or call to determine if an objection has been filed against them. Please see the back side of this page to determine which electoral board will handle a given district.

Initial Meeting for State Officers Electoral Board	December 14, 2015 10:30 a.m.
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Parties should be present in either the Chicago or Springfield office of the State Board of Elections. Immediately following the meeting, parties will meet with the assigned hearing officer for a case management conference to schedule further proceedings. There will not be hearings on the merits of the objections on December 14, 2015.

PETITION COPIES



Filing Status

Next Election: Tuesday, March 15, 2016

ILLINOIS State Board of Elections

Information for: Voters Candidates Committees Businesses Reporters Educators L.E.O.'s

Home • Return to Previous Page Search Publications • Contact Us

Candidate List

Printable List

GENERAL PRIMARY - 3/15/2016

Name	Office/Party	Status
ZOPP, ANDREA 10920 S. OAKLEY AVE. CHICAGO, IL 60643	UNITED STATES SENATOR DEMOCRATIC	Active 11/23/2015 8:00 AM
DUCKWORTH, TAMMY 1800 BOLLEANA COURT HOFFMAN ESTATES, IL 60192	UNITED STATES SENATOR DEMOCRATIC	Active 11/23/2015 8:00 AM
HARRIS, NAPOLEON 14633 GIVINES COURT HARVEY, IL 60426	UNITED STATES SENATOR DEMOCRATIC	Active 11/30/2015 9:13 AM
MARTER, JAMES T. 233 FOX CHASE DRIVE NORTH OSWEGO, IL 60543	UNITED STATES SENATOR REPUBLICAN	Active 11/23/2015 8:00 AM
KIRK, MARK STEVEN 275 WHISTLER ROAD HIGHLAND PARK, IL 60035	UNITED STATES SENATOR REPUBLICAN	Active 11/23/2015 8:00 AM
FITZBETH, ELIZABETH DIANE 1990 N. STILLWATER RD ARLINGTON HTS., IL 60004	UNITED STATES SENATOR REPUBLICAN	Removed 1/7/2016 12:25 PM

- Whos filed, whos active, Objections, and removed from ballot.



Lottery

ILLINOIS STATE BOARD OF ELECTIONS		8:00 am	5:00 pm
UNOFFICIAL CANDIDATE LIST			
General Primary - Election date: 3/15/2016			
UNITED STATES SENATOR			
DEMOCRATIC	TAMMY DUCKWORTH 1800 BOLLEANA COURT HOFFMAN ESTATES, IL 60192	11/23/2015 8:00:00AM	
DEMOCRATIC	ANDREA ZOPP 10920 S. OAKLEY AVE. CHICAGO, IL 60643	11/23/2015 8:00:00AM	
DEMOCRATIC	NAPOLEON HARRIS 14633 GIVINES COURT HARVEY, IL 60426	11/30/2015 9:13:00AM OBJECTION PENDING	
REPUBLICAN	MARK STEVEN KIRK 275 WHISTLER ROAD HIGHLAND PARK, IL 60035	11/23/2015 8:00:00AM	
REPUBLICAN	JAMES T. MARTER 233 FOX CHASE DRIVE NORTH OSWEGO, IL 60543	11/23/2015 8:00:00AM	
REPUBLICAN	ELIZABETH DIANE PAHLKE 1990 N. STILLWATER RD. ARLINGTON HTS, IL 60004	11/30/2015 2:47:00PM OBJECTION PENDING	

Lottery

8:00 am

2
5
H
3
1

5:00 pm

3
1
2
reverse
the
above

2
1
3

- Simultaneous filings.
- Luck of the draw!



Filing Receipt

STATE OF ILLINOIS
STATE BOARD OF ELECTIONS

This receipt is an unofficial document intended for informational purposes only. If there are any inconsistencies between this receipt and the documents filed, the documents filed will take precedence.

Receipt is hereby acknowledged of the following documents received in the office of the State Board of Elections:

Statement of Candidacy
Loyalty Oath
Nominating Petition

For the following candidate:

Name: JAMES T. MARTER
Address: 233 FOX CHASE DRIVE NORTH
OSWEGO, IL 60543
Party: REPUBLICAN

Office: UNITED STATES SENATOR
Date/Time Filed: 11/23/2015 at 8:00 AM
Campaign Web Site: WWW.MARTER-SENATE.IL.S

Filing Receipt
Printed: 11/23/2015 8:29 AM

- Get One.
- Whenever you file any document, take 2 (when possible) and get it stamped or get an official receipt.



Election Formats & Cycles

- Partisan versus non-partisan
- Parties, Established, New-Parties and Independent
- Types
 - General
 - Every 2 years, even number years.
 - County Offices, State Representative & Senators, Governor and Constitutional offices, Congressman, President.
 - General Primary
 - General Election
 - Consolidated Election
 - Every 2 Years, odd numbered years.
 - Local elections, Townships, Municipalities, Libraries School Boards & Colleges,, Other government regional districts
 - Qualified Parties only: Consolidated Primary or Caucus



Campaign Disclosure - Filings

- Form D-1: Statement of Organization
 - MUST be filed within ten business days of reaching \$5000 in contributions or expenditures. Committees created in the period 30 days before an election must file a form D-1, Statement of Organization, within two business days. Any change to the current D-1 requires an amended D-1 within ten days of that change.
- QUARTERLY REPORTING
 - For calendar month ending quarter, typically due on 15th, depends if business day.
- Schedule A-1 Contributions
 - Contributions of \$1000 or more, including IN-KIND and LOANS, received within the 30 day period before an election shall be filed within two business days
- Schedule B-1 Independent Expenditures
 - Independent expenditures of \$1000 or more made during the period 60 days before an election shall be filed electronically within two business days after making the independent expenditure.



Campaign Disclosure Law - Highlights

A Guide to Campaign Disclosure 2011

- This Guide is an overall explanation of the Campaign Disclosure Act.

Schedule A-1 For Use After December 31, 2010

- A political committee that receives a contribution of \$1,000 or more starting January 1, 2011, will need to file a Schedule A-1 within 5 business days of receipt of the contribution. If the committee is participating* in the election and the contribution is received within the 30 day period preceding an election a Schedule A-1 must be filed within 2 business days.
- *A committee is considered to be 'participating' in an election if it has a candidate or proposition on the ballot, if it spends a total of more than \$500 in support of or in opposition to any candidate(s) or issue(s) on the ballot, or if it spends a total of more than \$500 for any form of communication that makes a clear appeal to vote for or against a candidate, party or question of public policy that will appear on the ballot. A committee formed to support or oppose a candidate or question of public policy on the next election ballot is always considered to be participating in that election.

A-1s Made Simple – Revised to Include Changes Effective January 1, 2011

- Explains the changes to the filing of a Schedule A-1. A Schedule A-1 must be filed each time a contribution of \$1,000 is received at any time during the year.

Are you required to File – Revised to Include Changes Effective January 1, 2011

- This brochure explains who must file disclosure documents with the State Board of Elections. It also addresses when and where required documents must be filed.

Committee Treasurer Duties and Responsibilities – Revised to Include Changes Effective January 1, 2011

- This brochure explains the responsibilities of a committee treasurer taking into account upcoming changes to the law.

Electronic Filing of Campaign Disclosure Reports – Revised to Include Changes Effective January 1, 2011

- An outline of electronic filing requirements and the IDIS 2.0 filing program.

A Guide for Fundraisers – Revised to Include Changes Effective January 1, 2011

- Addresses what you need to know to conduct a fundraiser and what kind of records must be kept in order to meet campaign disclosure reporting requirements.

Rules for Raffles – Revised to Include Changes Effective January 1, 2011

- What you need to know to conduct a raffle and what kind of records must be kept.

Contribution Limits for Campaign Disclosure

- Provides information on contribution limits that will be in effect for all Illinois political committees as of January 1, 2011.



Campaign Disclosure – Candidate & Contribution

- /9-1.3. “Candidate”
 - means any person who seeks nomination for election, election to, or retention in public office, or any person who seeks election as ward or township committeeman in counties of 3,000,000 or more population, whether or not such person is elected. A person seeks nomination for election, election or retention if he (1) takes the action necessary under the laws of this State to attempt to qualify for nomination for election, election to or retention in public office, or election as ward or township committeeman in counties of 3,000,000 or more population, or (2) receives contributions or makes expenditures, or gives consent for any other person to receive contributions or make expenditures with a view to bringing about his nomination for election or election to or retention in public office, or his or her election as ward or township committeeman in counties of 3,000,000 or more population.

- 5/9-1.4. Contribution.
 - (A) “Contribution” means:
 - (1) a gift, subscription, donation, dues, loan, advance, deposit of money, or anything of value, knowingly received in connection with the nomination for election, election, or retention of any candidate or person to or in public office or in connection with any question of public policy; (1.5) a gift, subscription, donation, dues, loan, advance, deposit of money, or anything of value that constitutes an electioneering communication made in concert or cooperation with or at the request, suggestion, or knowledge of a candidate, a political committee, or any of their agents;
 - (2) the purchase of tickets for fund-raising events, including but not limited to dinners, luncheons, cocktail parties, and rallies made in connection with the nomination for election, election, or retention of any person in or to public office, or in connection with any question of public policy;
 - (3) a transfer of funds received by a political committee from another political committee;
 - (4) the services of an employee donated by an employer, in which case the contribution shall be listed in the name of the employer, except that any individual services provided voluntarily and without promise or expectation of compensation from any source shall not be deemed a contribution; and
 - (5) an expenditure by a political committee made in cooperation, consultation, or concert with another political committee. (B) “Contribution” does not include: (a) the use of real or personal property and the cost of invitations, food, and beverages, voluntarily provided by an individual in rendering voluntary personal services on the individual’s residential premises for candidate-related activities; provided the value of the service provided does not exceed an aggregate of \$150 in a reporting period; (b) the sale of any food or beverage by a vendor for use in a candidate’s campaign at a charge less than the normal comparable charge, if such charge for use in a candidate’s campaign is at least equal to the cost of such food or beverage to the vendor; (c) communications by a corporation to its stockholders and executive or administrative personnel or their families; (d) communications by an association to its members and executive or administrative personnel or their families; (e) voter registration or other campaigns encouraging voting that make no mention of any clearly identified candidate, public question, political party, group, or combination thereof; (f) a loan of money by a national or State bank or credit union made in accordance with the applicable banking laws and regulations and in the ordinary course of business, but the loan shall be listed on disclosure reports required by this Article; however, the use, ownership, or control of any security for such a loan, if provided by a person other than the candidate or his or her committee, qualifies as a contribution; or (g) an independent expenditure. (C) Interest or other investment income, earnings or proceeds, and refunds or returns of all or part of a committee’s previous expenditures shall not be considered contributions but shall be listed on disclosure reports required by this Article.



Campaign Disclosure - Expenditure

- 5/9-1.5. Expenditure. (A) “Expenditure” means: (1) a payment, distribution, purchase, loan, advance, deposit, gift of money, or anything of value, in connection with the nomination for election, election, or retention of any person to or in public office or in connection with any question of public policy; (2) a payment, distribution, purchase, loan, advance, deposit, gift of money, or anything of value that constitutes an electioneering communication made in concert or cooperation with or at the request, suggestion, or knowledge of a candidate, a political committee, or any of their agents; or
- 4
- (3) a transfer of funds by a political committee to another political committee. (B) “Expenditure” does not include: (a) the use of real or personal property and the cost of invitations, food, and beverages, voluntarily provided by an individual in rendering voluntary personal services on the individual’s residential premises for candidate-related activities; provided the value of the service provided does not exceed an aggregate of \$150 in a reporting period; or (b) the sale of any food or beverage by a vendor for use in a candidate’s campaign at a charge less than the normal comparable charge, if such charge for use in a candidate’s campaign is at least equal to the cost of such food or beverage to the vendor.



Illinois State Board of Elections

- Contact Information
- Website
 - Documents, Election results, Candidates (who's filed) & Campaign search...
- Board Functions
- Frequently Asked Questions
- Candidate Guide (2018)
- ELECTION AND CAMPAIGN FINANCE CALENDAR
- **REQUIREMENTS FOR FILING NOMINATING PAPERS**
- Election Results



Illinois State Board of Elections Contact Information

- The State Board of Elections is an independent state agency that was provided for by the 1970 Illinois Constitution to supervise the registration of voters and the administration of elections throughout the state. Created by the Illinois General Assembly in 1973, the Board's purpose is to serve as the central authority for all Illinois election law, information and procedures in Illinois.

- **Springfield Office**

2329 S. MacArthur Blvd.
Springfield, IL 62704

Office Hours:

Monday - Friday,
8:00 a.m. - 4:30 p.m.

Phone: 217-782-4141

Fax: 217-782-5959

- **Chicago Office**

100 W. Randolph, Suite 14-100
Chicago, IL 60601

Office Hours:

Monday - Friday,
8:30 a.m. - 5:00 p.m.

Phone: 312-814-6440

Fax: 312-814-6485

- Freedom of Information Act Officer: [Heather Kimmons](#)
[To file a Freedom of Information Request please contact Heather Kimmons at \[hkimmons@elections.il.gov\]\(mailto:hkimmons@elections.il.gov\).](#)
[Freedom of Information Act Information and Documents](#)

[All other questions for the divisions listed below should be sent to: \[webmaster@elections.il.gov\]\(mailto:webmaster@elections.il.gov\)](#)

- **Administrative Services**

[Campaign Disclosure](#)

[Election Operations](#)

[Information Technology](#)

[Office of the Executive](#)

[Director](#)

[Office of the General Counsel](#)

[Voting and Registration Systems](#)



Illinois State Board of Elections - Website

- Google search → for Illinois State Board of Elections to find:
- <http://www.elections.il.gov/>

A screenshot of the Illinois State Board of Elections website. The browser address bar shows "http://www.elections.il.gov/". The page header includes the Illinois State Board of Elections logo, the text "Next Election: Tuesday, March 20, 2018", and a navigation menu with icons for Voters, Candidates, Committees, Businesses, Reporters, Educators, and L.E.O.'s. Below the header is a search bar and a "Menu" button. The main content area is divided into several sections: "Find Your Election Authority", "Voter Registration Counts", "Pre-Election Ballot Counts", "Trending Pages", "Search Options", "Trending Documents", "Press Releases", "Illinois State Board of Elections News", and "Event Calendar". The "Event Calendar" section shows "August, 2017" and a grid of days from Sunday to Saturday.



Illinois State Board of Elections – Website Content

- Voters
 - Polling Places
 - Precinct Maps
- Cyber-Intrusion Record Search
 - Election Results
 - District/Officials Search
 - Am I Registered to Vote in Illinois?
 - Election Schedule
 - and Registration Deadlines
 - How do I Register to Vote?
 - How do I Update my
 - Existing Voter Registration?
 - Voting by Mail
 - Military and Overseas Voting
 - When and Where Can I Vote?
 - Who is Running for Office?
 - Provisional Ballot Search
- Candidates / Candidate Search
 - Filings
 - Status
 - Etc.
- Committees
- Information For Local Election Officials
- Election Results – Past & Present
 - Elections in IL SBOE jurisdictions
 - Local Elections County Clerk, and/or Municipality Clerk
- AND MUCH MORE



Illinois State Board of Elections Board Functions

- Adoption of rules and regulations to clarify and improve the election process in Illinois.
- Supervision, inspection and review of all election and registration processes in the state.
- Preparation and distribution of uniform manuals of instruction and other materials to election authorities.
- Preparation and circulation of canvasses of primary and general election returns filed with the Board.
- Determination of validity and receipt of nominating petitions and certificates of nominations.
- Dissemination of information and counsel on elections.
- Investigations and hearings of election complaints and problems.
- Recommendations of new legislation and evaluation of pending legislation to the Election Laws Commission and the Illinois General Assembly.
- Approval of voting machines and devices for use in the state.
- Development and administration of education programs for election authorities, candidates and the general public.
- Determination of validity of petitions submitted by popular initiative for constitutional amendment.
- Certification of ballot forms for constitutional amendments and other statewide referenda.
- Proclamation of election results.
- Administration of Campaign Financing Act.



Frequently Asked Questions (1 of 3)

What is the State Board of Elections?

- The State Board of Elections is an independent state agency that was provided for by the 1970 Illinois Constitution to supervise the registration of voters and the administration of elections throughout the state.

Who created it?

- Created by the Illinois General Assembly in 1973, the Board's purpose is to serve as the central authority for all Illinois election law, information and procedures in Illinois.

What is its makeup?

- The Board is an 8-member, bipartisan panel consisting of four Republicans and four Democrats, two of each party from Cook County and two of each party from Downstate. Day-to-day agency operations are handled by a full-time, professional staff in Springfield and Chicago offices.

How are Board members selected?

- The Governor appoints four members from his own political party and selects four from a list of nominees submitted to him by the highest ranking official of the opposite political party. Board members serve staggered, four-year terms. They elect a Chairman and a Vice Chairman of opposite political parties. The Chairman and Vice Chairman serve two-year terms on a party rotation basis.

How does the Board function?

- Recommendations for new laws, new interpretations, different procedures, forms, etc., come to the Board from its own staff, election authorities, and a wide variety of other sources. All of these recommendations are thoroughly researched, discussed, and considered for action at open, public meetings. Five members of the Board are necessary to constitute a quorum and five votes are necessary for any action of the Board to become effective.



Frequently Asked Questions (2 of 3)

When does the Board meet?

- State law requires that the Board meet at least once per month. Meetings are held in the Springfield and Chicago offices, rotated between the two on a monthly basis. Special meetings and hearings are often necessary.

Who actually conducts elections in Illinois?

- Elections are administered locally by the state's 109 election authorities. These are the county clerks in 101 counties, one county election commission and 7 municipal election commissions. These local authorities are a very important part of Illinois' election process. As part of their many responsibilities they handle local voter registration programs, train election judges, find polling places, arrange for the printing of ballots, oversee election day activities, and supervise the vote count at the local level.

How does the State Board work with the local authorities?

- The State Board works closely in all parts of the state with the election authorities by answering their questions and generally providing the information necessary to conduct elections effectively and in accordance with Illinois law. Ongoing training programs for election authorities are conducted, encouraging an exchange of ideas and information to refine the state's election process.

What's unique about the Illinois election process?

- Illinois elects more than 40,000 public officials and has well over 6,000 units of local government in the state - more than any other state. A major objective of the State Board is to make election procedures uniform throughout the state so that every voter and every governmental unit has access to the same information and the same rules concerning election procedures.

How does the State Board deal with charges of voting irregularities and fraud?

- All claims of irregularity or fraud in any Illinois election presented to the Board are carefully and thoroughly investigated. Most often, clarification of the law resolves many of the problems. The Board is not a police agency but has the power to investigate and refer apparent violations to law enforcement agencies. The Board's role is to see that procedures provided for by state law are complied with throughout the state.



Frequently Asked Questions (3 of 3)

What about election reform?

- Since the State Board is the only organization that has statewide jurisdiction, it is in the unique position of recognizing the differences in election terminology and procedures in various parts of the state. This statewide overview makes it possible for the Board to gather information and offer recommendations to the General Assembly and the Election Laws Commission to simplify and bring uniformity to the election process.

What about campaign disclosure?

- The Campaign Financing Act covers the public's right to know certain financial information about candidates, elected officials and those individuals and groups who are financially involved in political campaigns. The State Board of Elections supervises the administration of the Illinois act and closely monitors campaign expenditures which appear on reports submitted by candidates and committees as required by law. These reports, detailing contributions and expenditures, give the media and the public information on where candidates received their campaign money and where it is being spent. Board hearings are held if suspected or actual violations of the Campaign Financing Act occur. The Board is authorized to levy fines and turn over evidence of wrongdoing to local prosecutors.

What does the Board do between elections?

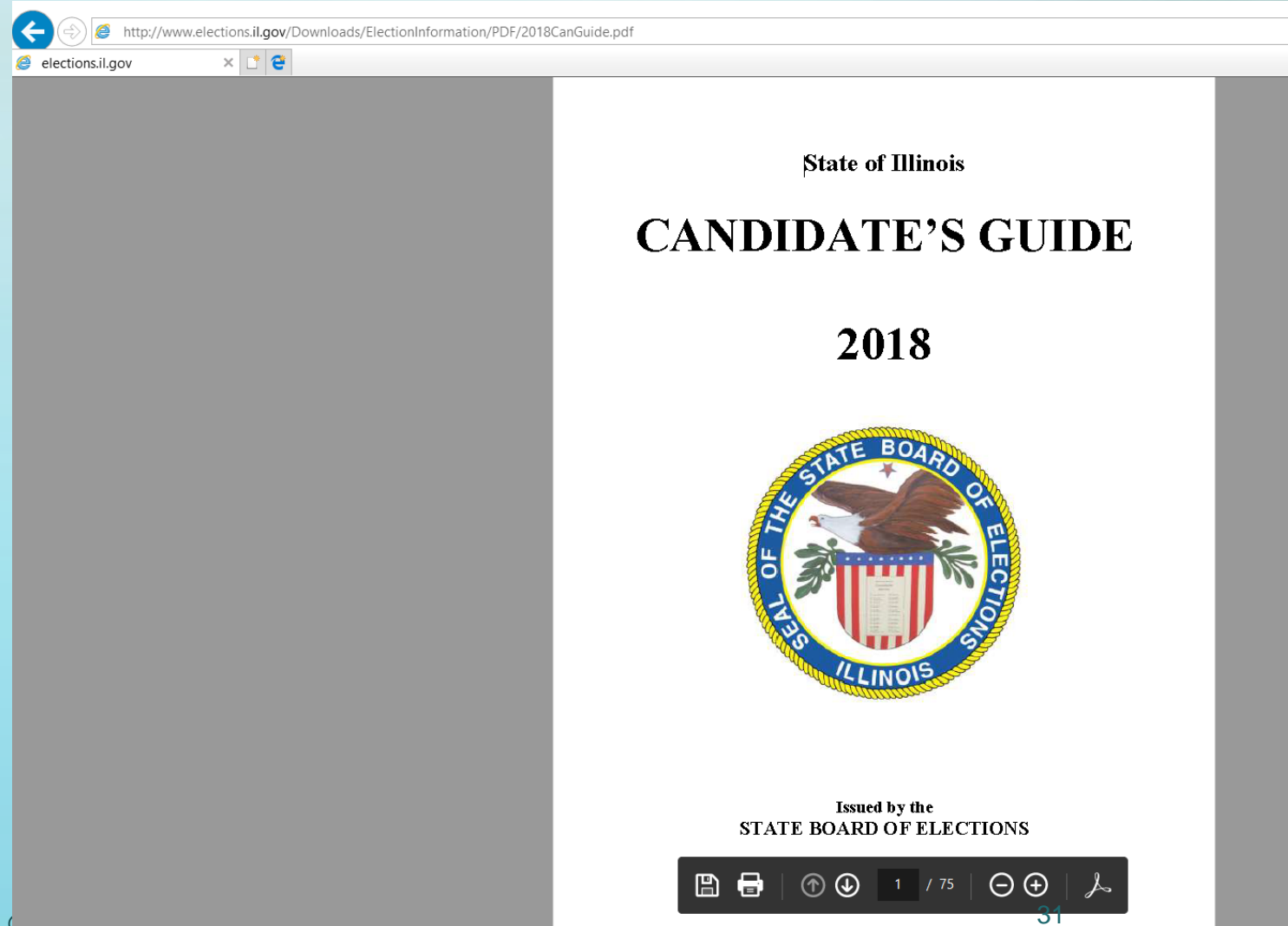
- The Board's supervision of elections in the state not only covers election day activities, but all activities prior to and subsequent to every election. The State Board is regularly called upon for guidance and the Board is constantly in the process of collecting information, providing educational materials and programs, and acquiring knowledge necessary to simplify and improve election procedures for Illinois citizens who comprise what is one of the busiest electorates in the country.



Candidate Guide

- There is one per election cycle.
- Read it. If you don't understand something find an answer. Leverage people you know with experience, use/call the ILL SBOE.
- Seek Legal advise.

8/20/2017





Candidate Guide - Contents

- TABLE OF CONTENTS
- Offices to be Nominated and / or Elected i
- Filing Periods..... ii
- Requirements for Filing Nominating Papers
- General Filing Information1
- Nominating Petition Sheets.....4
- Statement of Candidacy9
- Receipt for Filing Statement of Economic Interests10
- Loyalty Oath (Optional).....11
- Campaign Disclosure (Notice of Obligation)11
- Public Funds Prohibition.....11
- Specific Office Requirements
- Statewide Officials.....12
- U.S. Representatives in Congress 14
- General Assembly –State Senators and Representatives16
- Judicial Officers18
- State Central Committeemen23
- County Officers,
(Including County Commissioners and County Board Members)25
- Cook County Board of Review Commissioners.....30
- Sanitary District Officials
- Water Reclamation District of Greater Chicago.....32
- North Shore Sanitary District.....34
- Sanitary District Act of 193636
- School Districts Under Article 33, City of Peoria37
- Precinct Committeemen and Township Committeemen.....38
- Nomination Procedures
- Established Party Candidates39
- New Political Party Candidates40
- Independent Candidates41
- Write-In Procedures42
- Incompatible Office Filing.....43
- Additional Information44
- Objections to Nominating Papers.....45
- Lottery Procedures – SBE Rules and Regulations47
- Frequently Asked Questions49
- Signature Requirements.....55



REQUIREMENTS FOR FILING NOMINATING PAPERS (1 of 3)

A. GENERAL FILING INFORMATION

1. Candidates are strongly advised to obtain legal counsel regarding their legal qualifications for office, proper method for completing petition forms with respect to the office, minimum and maximum number of signatures required, qualifications of petition signers and circulators, etc.

- **NOTE:** Candidates should contact the election authority or the local election official who is responsible for receiving the filing of the petition for nomination and/or election to office for information as to the specific number of signatures required on a nominating petition for a specific office (or for the data needed to calculate that number).

2. Candidates must file for office by one of the following methods:

- a. candidate of an established political party;
- b. candidate of a new political party;
- c. independent candidate; or
- d. as a nonpartisan candidate [certain sanitary districts (see page 32), school boards and nonpartisan municipalities.

3. Candidates **must** file the following papers, except as noted:

- a. statement of candidacy;
- b. loyalty oath (optional);

c. receipt for filing a statement of economic interests (not required for Federal Office or political party offices -- see page 10); and

d. nominating petition sheets, containing a sufficient number of **original** signatures.

NOTE: Certificate of Officers Authorized to Fill Vacancies (**new party filings only**): A new political party petition must have attached thereto a certificate (SBE Form P-8C) stating the names and addresses of the party officers authorized to fill vacancies in nomination. Failure to file the certificate will not invalidate the petitions but will preclude the new party from being able to fill any vacancy that may occur. [See *Peoples Independent Party. v. Petroff*, 191 Ill. App 3d 706, 138 Ill. Dec. 915, 548 N.E. 2d 145 (5th Dist. 1989)]



REQUIREMENTS FOR FILING NOMINATING PAPERS (2 of 3)

4. Election laws prescribe the general format to be used when seeking nomination to office. The State Board of Elections has prepared **suggested** forms for petitions, statements of candidacy, etc. The official State Board of Elections form number to use is included under each office listed in this guide. Forms may be downloaded from the State Board of Elections website (www.elections.il.gov). Forms may also be obtained from many of the election authorities, and are available for purchase from election supply vendors.

5. Petitions may be filed by mail or in person, by either the candidate or a representative of the candidate.

a. Information on where to file is included under each office listed in this guide.

b. Filings must be made within the appropriate filing period discussed on page ii. (10 ILCS 5/7-12, 8-8, 10-6)

c. Filings must be received no earlier than 8:00 a.m. or the normal opening hour of such office, whatever the case may be, on the first day of the appropriate filing period and no later than 5:00 p.m. or the close of business, whichever is later, on the last day of that filing period.

[10 ILCS 5/1-4, 7-12(6), 8-9, 10-6.2]

Welsh vs. Education Officer's Electoral Board, 322 Ill.App.3d 568, 750 N.E. 2d 222, 255 Ill.Dec. 641 (1st Dist. 2001)

NOTE: The State Board of Elections will **NOT ACCEPT** any petition for filing after 5:00 p.m. on the last day of the filing period. This applies to any individual(s) waiting in line as of the 5:00 p.m. deadline who has not yet filed his/her petition(s).

d. Petitions sent by mail (United States Post Office only) and received **AFTER** midnight of the first day for filing and in the first mail delivery or pickup of the first filing day shall be deemed filed as of 8:00 a.m. of the first filing day or as of the normal opening hour of such day, as the case may be. Candidates who file by mail with the State Board of Elections and wish to qualify for the lottery, must **mail** (US Postal Service only) their petitions to the State Board of Elections, 2329 S. MacArthur Boulevard, Springfield, IL 62704. (The State Board of Elections no longer maintains a P.O. Box) Nominating petitions received through other delivery systems are not considered "mail" and will not be included in the lottery. It is important to note that petitions received **BEFORE** the first day of filing cannot be accepted.

(10 ILCS 5/7-12, 8-9, 10-6.2)



REQUIREMENTS FOR FILING NOMINATING PAPERS (3 of 3)

6. Ballot Position Lottery (see page 47)

- a. The lotteries are held within nine days following the last day to file petitions.
- b. Petitions filed in person at 8:00 a.m. on the first filing day or at the normal opening hour of such day, as the case may be, and petitions filed by mail and received in the first mail delivery of the first filing day are included in the lottery drawing to determine the first ballot position.
- c. Petitions filed in person after 8:00 a.m. on the first filing day or after the normal opening hour of such day, as the case may be, and petitions filed by mail and received after the first mail delivery of the first filing day are not included in the lottery drawing and are placed on the ballot in the order filed. [10 ILCS 5/7-12, 8-9, 10-6.2]
- d. Two or more petitions filed within the last hour of the filing deadline (between 4:00 p.m. and 5:00 p.m. on the last filing day) shall be deemed filed simultaneously and are included in the lottery drawing to determine the final ballot position. [10 ILCS 5/7-12(6), 8-9(2), 10-6.2]

7. Multiple Filings

If multiple sets of nomination papers are filed for a candidate for the same office, the State Board of Elections, appropriate election authority or local election official where the petitions are filed shall, within two (2) business days, notify the candidate of his/her multiple petition filings and that the candidate has three (3) business days after receipt of the notice to notify the State Board of Elections, appropriate election authority or local election official that he or

she may cancel prior sets of petitions. If the candidate notifies the State Board of Elections, appropriate election authority or local election official, the last set of petitions filed shall be the only petitions to be considered valid. If the candidate fails to notify the State Board of Elections, appropriate election authority or local election official, only the first set of petitions filed shall be valid and all subsequent petitions shall be void.

[10 ILCS 5/7-12(11), 8-9(4), 10-6.2]

NOTE: If petitions for nomination have been filed for the same person with respect to more than one political party, his/her name shall not be certified for the primary ballot of any party. If petitions for nomination have been filed for the same person for two or more offices which are incompatible, a person must withdraw as a candidate for all but one of such offices within the 5 business days following the last day for petition filing or his/her name shall not be certified for the primary ballot for any office. The withdrawal notice must be in writing and notarized. Judicial candidates at the circuit court level are limited to filing a petition for one circuit court vacancy and/or a petition for one subcircuit vacancy in any filing period. [10 ILCS 5/7-12(9), 8-9(3), 10-7]

The Office of the Attorney General has issued a number of opinions on incompatibility of offices. For questions concerning the same, contact the Opinions Division of the Attorney General's office at 217/782-9070.



Campaign Materials, Voting and Voter Data

- Campaign Materials
 - Walk Card, Letters, Signs, Business Cards
 - Paid for by...
- Voting / Election Day
 - 100 Feet within door of a polling place. No Placement of signs, No campaigning
 - Polling Places, Signs election day and early voting.
 - Election Judges
 - Poll Watchers
 - PW & EJ Credentials / Chairman / Clerk
 - 2018 Key Dates - ELECTION AND CAMPAIGN FINANCE CALENDAR
- Voter Data
 - Voter Data Files.
 - What you need to know and do
 - Polling Places – locations
 - MAPS : District, Precincts
 - Early Voting and Absentee Ballots, pulling daily info.



Voter Data File – columns of information

SOS_VoterID			LIBR	UNS		prim2005	v=voted
idnumber			FIRE	PCT		party	gen2004
voter_status			MLTWN	WAT	SAN	v=voted	prim2004
party_code			CONS	PKD		v=voted	party
lastname			CONG	LEG	REP	cons2003	v=voted
firstname			PRES	FED		gen2002	v=voted
middlename			STATE	UNINC		prim2002	v=voted
namesuffix			cons2015	v=voted		party	cons2001
streetnumber			gen2014	v=voted		v=voted	gen2000
streetbuilding			prim2014	v=voted		v=voted	prim2000
streetpredir			party	cons2013		v=voted	party
streetname			v=voted	gen2012		phone_number	
streettype			v=voted	prim2012			
streetpostdir			v=voted	party			
unit_type	unit		cons2011	v=voted			
city	zip	zip4	gen2010	v=voted			
mail1	mail2		prim2010	v=voted			
mail3	mailcity		party	cons2009			
mailstate	mailzip		v=voted	sgen2008			
mailzip4	sex		v=voted	gen2008			
birthdate	precinct		v=voted	prim2008			
COU	CONG	LEG	v=voted	party			
REP	COBRD		sprim2008	v=voted			
JUDC	JUDD		party	cons2007			
CITY	WARD		v=voted	gen2006			
TWSHP	VLG		v=voted	prim2006			
CCD	HS		v=voted	party			
GSD	USD	ESR	cons2005	v=voted			



Voter Data File – it's about the data!

KENDALL CityWide_Voter Data.xlsx - Excel

File Home Insert Draw Page Layout Formulas Data Review View Tell me what you want to do

Normal Page Break Preview Workbook Views Page Layout Custom Views Ruler Formula Bar Gridlines Headings Zoom 100% Zoom to Selection New Window Arrange All Freeze Panes Split Hide Unhide View Side by Side Synchronous Scrolling Reset Window Position Switch Windows Macros

J37654 X ✓ fx 233

	B	C	D	E	F	G	H	I	AQ	AR	AS	AT	AU	AV	AW	AX
1	SOS_VoterID	idnumber	voter_stat	party_cod	lastname	firstname	middlelan	namesuffi	HS	GSD	USD	ESR	LIBR	UNS	FIRE	PCT
7654	H2W6R32Y	75522	A	R	MARTER	JAMES	T	II			308	GRK	OSW		OSW	O22
7655	H6YR532Y	34150	A	R	MARTER	JAMES	T				308	GRK	OSW		OSW	O22
7656	2RYR532Y	33958	A	R	MARTER	JILL	M				308	GRK	OSW		OSW	O22
7657	3RJRQ82Y	120497	A	R	MARTER	KATIE	M				308	GRK	OSW		OSW	O22
7658	H5YR7W2Y	113358	A		MARTER	MATTHEW	J				308	GRK	OSW		OSW	O22
7659	7799R32Y	87048	A	R	MARTER	STEPHEN	A				308	GRK	OSW		OSW	O22

J37654 X ✓ fx 233

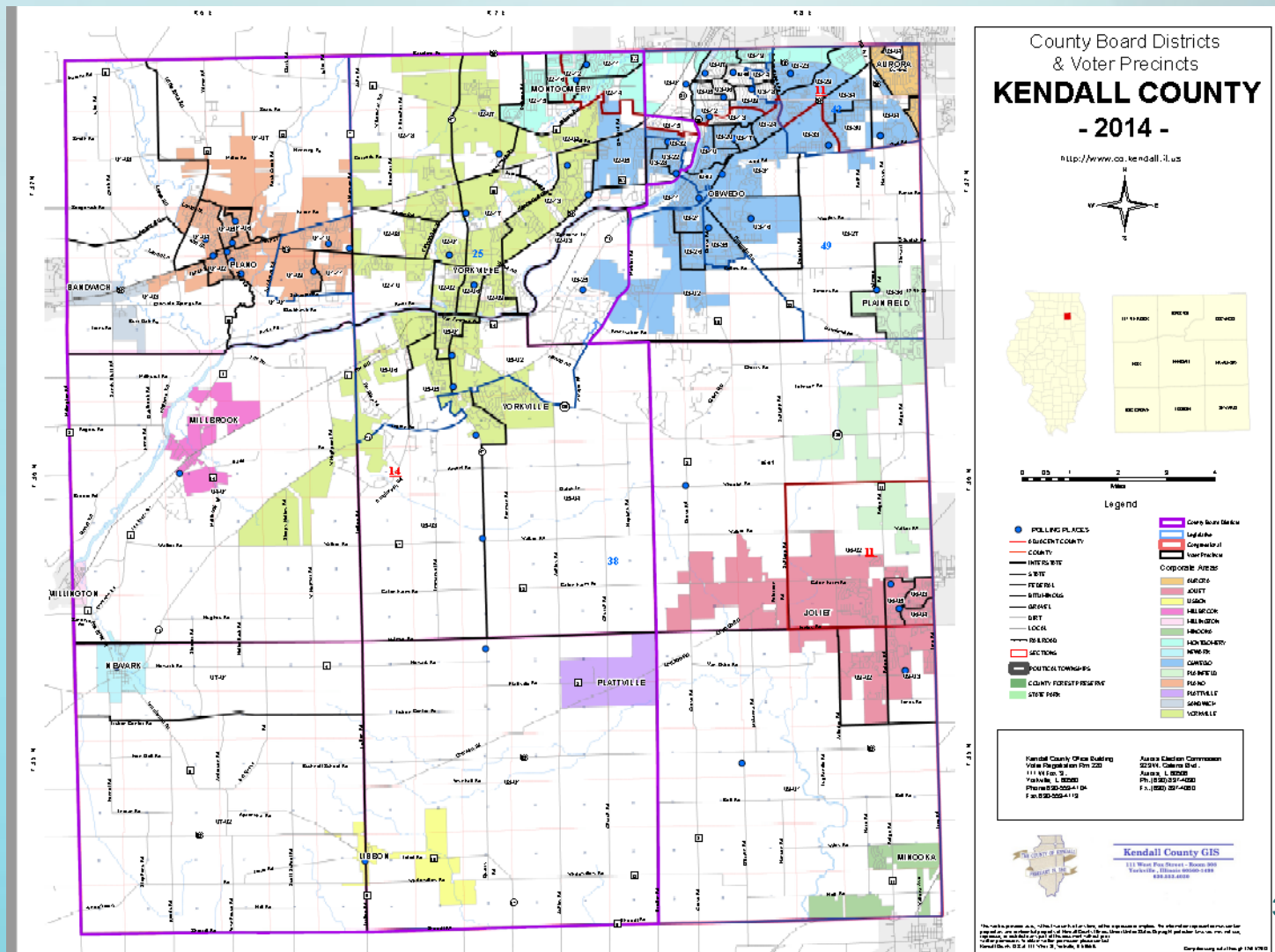
	B	C	D	E	F	G	H	I	BJ	BK	BL	BM	BN	BO	BP	BQ	BR	BS	BT	BU
1	SOS_VoterID	idnumber	voter_stat	party_cod	lastname	firstname	middlelan	namesuffi	UNINC	cons2015	v=voted	gen2014	v=voted	prim2014	v=voted	party	cons2013	v=voted	gen2012	v=
7654	H2W6R32Y	75522	A	R	MARTER	JAMES	T	II		0415	V	1114	V	0314	V	R	0413	V	1112	V
7655	H6YR532Y	34150	A	R	MARTER	JAMES	T			0415	V	1114	V	0314	V	R	0413	V	1112	V
7656	2RYR532Y	33958	A	R	MARTER	JILL	M			0415	V	1114	V	0314	V	R	0413	V	1112	V
7657	3RJRQ82Y	120497	A	R	MARTER	KATIE	M			0415	V	1114	V	0314	V	R				
7658	H5YR7W2Y	113358	A		MARTER	MATTHEW	J			0415	V						0413	V	1112	V
7659	7799R32Y	87048	A	R	MARTER	STEPHEN	A			0415	V	1114	V	0314	V	R			1112	V

8/20/2017



County Precinct Map

- Essential to know your district down to the precincts.





Running for Public Office?

- Why are you running? Be specific.
- What makes you qualified for the office? Be realistic.
- What specific things are you going to do when it is time to govern? Be specific.
- What skills do you have to leverage as a Candidate, as and Elected official for the office you seek?
- What makes your opponent qualified? What does your opponent do right? What do they do wrong? Be realistic.
- You need to be able to articulate your key points in 1 minute or less, you may not get any more time. Your resume or BIO can wait.
- Have a standing 3-5 minute speech that highlights your campaign issues and yourself.
- Do you have 40-100 hours of free time each week during the election cycle, after your 40 hour work week?
- Do you have other commitments: social, civic groups, religious, extra-curricular activities? This is now your 2nd full time job.
- Do you have a Spouse or Children that require your attention that will take you away from campaign. Do they support you?
- Do you have “skeletons” in your closet. Are they terminal for the office you seek?