



CANDIDATE GUIDE

TRIBAL ELECTIONS 2023

This guide contains supplemental information intended to accompany but not replace the current

Election procedures approved in the legislative document, CB-123-22.



Choctaw Nation Election Board

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MEET THE ELECTION BOARD

CURRENT MEMBERS

Virginia Kay Green, Chair

Jane Parent, Member

Sylvia Sigler, Alternate

Dempsey Wayne Tipps Jr, Alternate

Candace Perkins, *Secretary / Director of Voter Registration

Jennifer Johnson-Williams, *Secretary Alternate / Program Manager of Voter Registration

CONTACT METHODS

To contact in person, the *Secretary and *Secretary Alternate are available year-round during business hours at the Choctaw Nation Headquarters, 1802 Chukka Hina, Durant, OK 74701. The Election Board office is in the Voter Registration Suite #1252 on the first floor of the west wing of headquarters. Visitors are encouraged to check in with reception in the rotunda.

To contact by phone, call the Election Board number at (580) 634-0679.

To contact by email: ElectionBoard@choctawnation.com and/or email Secretary Perkins at cperkins@choctawnation.com.

All public notices will be issued through social media and updated on the Tribal Elections webpage: www.choctawnation.com/elections.



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VOTER REGISTRATION

APPLICABLE ORDINANCE SECTION(S)

Article II. Definitions §1(p).

Article IV. Voter Registration §1-8.

PURPOSE

Candidates need to have a basic understanding of Voter Registration procedures if they choose to help gather forms to register tribal members eligible to vote for any elections. The Voter Registration Department has a limited number of staff that must remain in the office leading up to any election to process forms and help the Secretary of the Election Board. Therefore, the Voter Registration staff does not accept requests to work campaign events.

Each candidate will receive a one (1) pack of 50 blank paper forms at the time they receive their first voter list to use as needed but they will be responsible for their own copies through the election cycle. Candidates shall safeguard the information contained on the Voter Registration Forms and Voter List(s) as is their duty to the Choctaw Nation of Oklahoma to protect its people.

OFFICIAL FORM

The official document used to register and/or update Voter information is the Voter Registration Form. The form is found on the Voter Registration webpage: www.choctawnation.com/vote. General instructions for completing the form are located on page 2 of the document.

- If candidates choose to help collect forms to register Voters, then they are responsible for any costs associated with the copying, distribution, and delivery of the official form to the department. It is not acceptable to use tribal assets for campaign purposes.
- The department will accept all previous versions of the Voter Registration Form issued since 2016.

Voters may also use the back of their Voter Registration Certificates to make any changes to their information. The Voter Registration Certificate is issued after a form has been processed and serves as confirmation of current



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Voter information on record, including a Voter's signature. This document should be reviewed for accuracy and can be kept for a Voter's own record. It is specifically addressed to the Voter and mailed to the address on record.

Forms may be returned via the following methods:

- Deliver in person to the Voter Registration/Election Board Suite at the Choctaw Nation Headquarters in Durant, OK. We accept forms from anyone who has collected forms so long as the form has been completed and signed by the eligible tribal member.
- E-mail to VoterRegistration@choctawnation.com.
- Mail to the following address:
Choctaw Nation of Oklahoma
Attn: Voter Registration
PO Box 1210
Durant, OK 74702

VERIFICATION OF VOTER ELIGIBILITY

The Voter Registration database shares a connection with the CDIB/Tribal Membership database that allows for instant verification of tribal membership status using name, birthday, and/or last four of Social Security Number. This connection also allows for changes made to legal names, birthdays, social security numbers, life status, and membership status by the CDIB/Membership Department to transfer to the Voter Registration database.

- This connection does not share information with regards to married names, phone numbers, emails, or address changes. Changes to those fields will require an update with each separate department.

VERIFICATION OF BOUNDARY STATUS AND DISTRICT AFFILIATION

The physical address is used to verify whether someone lives inside or outside of the reservation of the Choctaw Nation of Oklahoma by sending the address through a Geographic Information System (GIS) to find geolocation coordinates.

- If a Voter lives inside of the boundaries, then the Geographic Information System will provide the Council District associated with the address. If it fails to locate the address or a Voter wants to dispute his/her assigned Council District, then the Voter Registration Department will request physical directions to



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residence and use a map service to plot the residence's actual location with a Council District. A computer screen snapshot of map will be placed into the Voter's record.

- If a Voter lives outside of the boundaries, then they may choose to affiliate with a specific district or choose not to affiliate and only vote for Chief and/or a constitutional amendment. If a Voter chooses to affiliate, then they will remain with the chosen Council District unless they move inside of the reservation or there is a Council Re-districting that affects their affiliated district (§4).

VERIFICATION OF USPS FORMATTED ADDRESS

The physical address, and mailing address (if different), will be verified through the United States Postal Service and formatted to ensure mail delivery. The mailing address is used to send Voter Registration Certificates or department associated letters and Mail-in Ballots.

VOTER REGISTRATION ON CHAHTA ACHVFFA

As of December 2022, Choctaw registered voters can now view their tribal voter information in the Chahta Achvffa portal. To view voter information,

- Go to chahtaachvffa.choctawnation.com and log into the Chahta Achvffa Portal.
- Navigate to your Account Information by clicking on the pencil next to your name or the person symbol in the upper righthand corner of the screen.
- Click on the Voter Information tab under the Education tab to view Voter information.

Voter information is specific to the tribal member login and cannot be viewed by representatives of the Choctaw Nation. The Choctaw Nation does not offer online voter registration at this time so any changes or first-time registrations will need to be submitted on a paper form to the Voter Registration Department.

For further questions regarding voter registration, tribal members are encouraged to contact the Voter Registration Department at (580) 642-8600.



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VOTER LIST(S)

APPLICABLE ORDINANCE SECTION(S)

Article II. Definitions, §1 (o).

Article IX. Voting List, §1-4.

PURPOSE

Candidates who have been qualified to appear on the ballot will receive a list of all registered voters in compliance with the Election Ordinance and CB-56-15 to include names of tribal members and addresses, as appropriate. Voter lists will not be distributed to candidates at the time of filing.

QUALIFIED CANDIDATE AND REPRESENTATIVE OF CANDIDATE

A “qualified candidate” shall mean a qualifying Tribal Member who has filed a Declaration of Candidacy with the Election Board, paid the appropriate fee for such filing and have been determined by the Election Board as an eligible candidate for an elected position for the Choctaw Nation of Oklahoma.

Determination of “qualifying Tribal Member” and “eligible candidate” includes, but is not limited to, verification of membership, verification of requisite blood quantum, verification of age, verification of residency, qualifying background check, and statement of tribal employment status.

A candidate may designate a representative to appear before the Election Board and accept voter lists and/or petitions and/or notice of hearings on their behalf. To designate a representative, a candidate must submit a notarized, original letter to the Secretary of the Election Board prior to distribution of records to a representative.

LIST(S)

Each qualified candidate will receive one (1) paper copy and one (1) electronic file containing a list of registered voters applicable to the elective office filed upon validation of their candidacy.

- A qualified candidate for Chief will receive a list of all registered voters of the Choctaw Nation, regardless of boundary status.



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- A qualified candidate for Tribal Council Member will receive a list of all voters registered to vote in the Council District subject to the election. Non-resident Voters who have affiliated with the Council District subject to the election will be included.
- All lists will include the names of all registered voters as appropriate depending on the elective office the candidate is seeking and the address of members who have designated their preference to release such address to candidates as recorded in the Voter Registration Department.
- All paper copies of the list shall be printed on legal size paper (8.5 x 14).
- All electronic copies of the list shall be formatted in Microsoft Excel with all data shown in separate fields for easy sorting and filtering.
- All lists shall contain the Great Seal of the Choctaw Nation of Oklahoma, a date stamp, and identify the person who generated the list for distribution.

REQUEST FOR ADDITIONAL VOTER LISTS

As covered in Article IX, Section 1, qualified candidates may request an updated list of the names of voters in the election of their elective office in either or both paper and electronic formats, by paying a fee of twenty-five dollars (\$25.00) to cover administrative costs. The date(s) set by the Secretary shall be the only dates upon which a qualified candidate may request to receive an updated voter list.

List #	Date Generated	Date to Request	Date to Distribute	Deadline to Challenge Voter Eligibility
GE 1	April 24, 2023,	Must Qualify	April 25, 2023	By 4:30pm on Thursday, May 11, 2023
GE 2	May 25, 2023,	By 4:30pm on Friday, May 26, 2023	May 26, 2023	By 4:30pm on Wednesday, June 14, 2023
*RO 3	July 9, 2023,	By 4:30pm on Monday, July 10, 2023	July 10, 2023	By 4:30pm on Wednesday, July 26, 2023

**Only qualified candidates who have a run-off election may request a third voting list.*

The non-refundable fee shall be paid in the form of a certified check, cashier's check, or money order payable to The Choctaw Nation of Oklahoma.



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VOTER ELIGIBILITY CHALLENGES

A candidate may challenge the eligibility of a voter on the list by presenting a letter in person to the Secretary of the Election Board no later than twelve (12) business days after the voter list is provided to the candidate. If a candidate is provided an updated voter list, a candidate shall not be permitted to challenge the eligibility of a voters unless the voter was not shown on the original list provided to the candidate.

The decision of the Election Board on eligibility of a voter shall be based upon Article II and Article III of the Constitution ratified by Choctaw Nation of Oklahoma voters on July 9, 1983. Article X Section 4. amended by CB-89-19, approved by Choctaw Nation of Oklahoma voters on July 13, 2019, approved by the Secretary of the Interior and effective January 10, 2020. Article XIV Section 3. amended by CB-104-19, approved by Choctaw Nation of Oklahoma voters on July 13, 2019, approved by the Secretary of the Interior and effective January 10, 2020.

Those eligibility standards as explained in the Constitution are:

- 1) Must be a registered tribal member of the Choctaw Nation of Oklahoma.
- 2) Must be eighteen (18) years of age and over; and,
- 3) Duly registered to vote.

District affiliation is not an eligibility standard that may be challenged on any voter list.

CHALLENGED VOTER RIGHT TO HEARING

Persons determined to be ineligible to vote shall be notified through certified mail by the Secretary and shall have the right to request a hearing with the Election Board within five (5) business days of receipt of notification. A challenged voter will need to contact the Election Board Secretary to initiate the hearing process.



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CAMPAIGNING

APPLICABLE ORDINANCE SECTION(S)

Article II. Definitions §1(b).

Article XIII. Campaigning, §1-7.

ON TRIBALLY OWNED PROPERTY AND/OR VOTING LOCATIONS

Campaigning on property of the Choctaw Nation of Oklahoma shall not be permitted at any time, except as permitted in accordance with CB-113-96, as amended, and except on property of the Choctaw Nation which used as residential housing.

No candidate or person shall be allowed to loiter any voting location or at the Election Board office on any day when voting is taking place.

In order to avoid the appearance of impropriety and, out of an abundance of caution, a candidate shall not appear any voting location on any day that voting is taking place, except to cast his or her own ballot.

Property, such as land or a business, owned by the Choctaw Nation of Oklahoma is considered a tribal asset.

Administrative Rule of the Board, effective since 2019.

It is the decision of the Election Board not to restrict candidates from campaigning on Choctaw Nation property used as residential housing. It is the choice of the tribal member to accept visits from candidates and/or display campaign signage on their own leased or rented property. Any allegations of unlawful behavior, such as trespassing, may be reported to Tribal Police.

TRANSPORTING VOTERS

No candidate shall be allowed to transport or travel with voters to any designated voting location on any day that voting is taking place.



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CAMPAIGN SHIRTS

Administrative Rule, effective since 2019.

It is the decision of the Election Board that shirts where language is not soliciting a vote for a specific candidate shall not be designated as campaign material. Solicitation of a vote includes the following language but is not limited to:

- “Vote for”
- “I voted for”.

Rule exceptions, include:

District appreciation shirts or apparel that state the Council District number and/or a current and/or former candidate’s name is not a violation of campaigning except when worn within one hundred (100) yards of a voting location or the Election Board office on any day that voting is taking place.

CAMPAIGN SIGNAGE

No candidate, person, corporation, or legal entity shall be allowed to campaign or display any political advertisement within one hundred (100) yards of a voting location or the Election Board office on any day that voting is taking place.

Administrative Rule of the Board, effective since 2017.

It is decision of the Election Board to refer candidates and their campaign teams to contact local city, county, and state ordinances regarding placement campaign signage on public domain.

In the past the Oklahoma Department of Transportation (ODOT) has issued educational materials regarding Oklahoma State Statute 69, Section 1208 that declares material on state highway rights-of-way (between fences and bordering highways) as “prohibited – a public nuisance”. ODOT crews are responsible for cleaning up illegally placed materials so candidates should be mindful that state workers may remove signs in public domain.

Candidates should consider where they place signs and seek permission from landowners before placing signs on private property.



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PHOTOGRAPHY

Administrative Rule of the Board, effective since 2021.

It is the decision of the Election Board to allow the candidate's use of photography of CNO landmarks and events so long as the general public has the same opportunity to take a photo. However, photography showing candidates actively campaigning on tribal property or at tribally funded events such as distributing campaign shirts, other materials, and printed campaign information for the purpose of asking for votes is not acceptable. Candidates should keep in mind that many tribal properties regulate themselves and they should respect any rules in place.



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USE OF TRIBAL ASSETS

APPLICABLE ORDINANCE SECTION(S)

Article II. Definitions, §(n).

Article XXVII. Use of Tribal Assets Prohibited, §1-10.

PURPOSE

Candidates and prospective candidates are responsible for their own campaigns. Candidates and prospective candidates for elective office are strictly prohibited from the willful use of any Tribal Assets of any kind for campaign purposes.

Candidates have a duty to protect and conserve Tribal Assets and may not use Tribal Assets, or allow their use, for a campaign or for any campaign related purpose other than one that is authorized.

TRIBAL ASSETS

The term “Tribal Assets” is defined for campaign purposes as use of tribal funds, property, or time tot engage in activities design to influence the results of an election for tribal office, or to solicit, accept or receive contributions or make expenditures as defined in Section I of Article XXVI of the Election Ordinance, except as otherwise permitted by law.

Examples of tribal assets are but not limited to the following:

- telecommunications equipment, such as mobile devices and data cards.
- computers.
- office supplies.
- furniture.
- vehicles.
- Choctaw owned data, including Choctaw Nation issued email addresses.
- And, working time of associates employed by the Choctaw Nation.



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AUTHORIZED PURPOSE

The Election Board shall not restrict the use of the Great Seal of the Choctaw Nation of Oklahoma on printed or broadcast material for use in a campaign.

However, the Election Board has provided an overview of the branding standards to all candidates that are acceptable for use of the Great Seal of the Choctaw Nation of Oklahoma and candidates are asked to use it with respect for our great Nation.



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WATCHERS

APPLICABLE ORDINANCE SECTION(S)

Article XIV. Watchers, §1-5.

HOW TO COMMISSION A WATCHER

Any candidate who wants to commission any watcher(s) for mail ballot tabulation or voting locations during General Election must have those written statements signed and submitted to Secretary Perkins, by **Noon on Wednesday, July 5, 2023.**

Any candidate who wants to commission any watcher(s) for mail ballot tabulation or voting locations during the Run-off Election must have those written statements signed and submitted to Secretary Perkins, **by Noon on Wednesday, August 2, 2023.**

Statements should include name(s) of designated Watcher(s), where/locations they will be going, what date(s) they will observe the election process and signed by the candidate.

Statements are accepted by email, in person, or by mail so long as it is received by the deadline. Any requests after the deadline will not be accepted.

WATCHER(S) DURING MAIL BALLOT HANDLING AND TABULATION

A candidate may commission one (1) watcher during the General Election to watch the Mail Ballot Pickup and activities on Friday, July 7, 2023. Any accepted, commissioned watchers are expected to meet at the Choctaw Nation Judicial Building in Durant, OK at 4:00pm on Friday, July 7, 2023, for the Watcher Oath. Any Watchers commissioned will be added to an attendees list and will have to present identification to enter the Judicial Building. The date for Mail Ballot Pickup and activities during Run-off Election will be Friday, August 4, 2023.

A candidate may commission one (1) watcher during the General Election to watch the Mail Ballot Tabulation on Saturday, July 8, 2023. Any accepted, commissioned watchers are expected to meet at the Choctaw Nation Judicial Building in Durant, OK at 6:00pm on Saturday, July 8, 2023. Please keep in mind that watcher(s) may not divulge any information or give any indication as to the result of the mail vote count prior to the time the Election Board makes the official Election Return for Mail Ballot count. Any Watchers commissioned for Mail Ballot



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tabulation will be added to an attendees list and will have to present identification to enter the Judicial Building. The date for Mail Ballot Tabulation and activities during Run-off Election will be Saturday, August 5, 2023.

WATCHER(S) AT VOTING LOCATIONS

A candidate may commission one (1) watcher per voting location for each day of the voting process. Any accepted, commissioned watchers should arrive thirty (30) minutes prior to voting begins for Watcher Oath. Watchers will be expected to follow the directions of the Voting Location Board and present identification to enter the voting location.

RULES FOR WATCHERS

Watchers cannot use electronic devices while in tabulation or voting areas, but they may bring a pen and notebook to record observations.

Watchers must remain in their designated area and may not engage or interfere the election process.

Watchers will need to provide their own food and beverage.

If Watchers choose to leave early, then they will not be able to return.



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CAMPAIGN FINANCE

APPLICABLE ORDINANCE SECTION(S)

Article XXVI. Campaign Contribution Reporting, §1-12.

PURPOSE

All candidates and prospective candidates must submit a Campaign Financial Disclosure Statement upon Declaration of Candidacy and updates shall be filed at the end of every month during the election cycle until the election(s) for said candidate or prospective candidate is completed. Statements must be filed for any monetary contributions, including \$0.00.

OFFICIAL FORM

The official form filed with the Secretary of the Election Board is the Campaign Financial Disclosure Statement. It is Appendix A of this guide and is also located on the Tribal Elections webpage: www.choctawnation.com/elections.

The three (3) page form can be completed by anyone on the campaign team, but it must be signed by the candidate and a witness, who is typically the Campaign Manager or another representative of their campaign. Once received, the Secretary of the Election Board will initial at the bottom of each document.

There are currently two approved versions of the Campaign Financial Disclosure Statement (Reference# 5554), and either will be accepted by the Election Board for this election cycle.

Forms may be returned via the following methods:

- Deliver in person to the Voter Registration/Election Board Suite at the Choctaw Nation Headquarters in Durant, OK.
- E-mail to electionboard@choctawnation.com or directly to Secretary Perkins at cperkins@choctawnation.com.



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CALENDAR FOR SUBMITTING FINANCIAL DISCLOSURE STATEMENTS

Reporting Period	Due Date	Last Day to Submit
Start of Campaign (or April 1, 2023) to Date Filed	At the time of filing.	N/A
After Date Filed to April 30, 2023	April 30, 2023	May 5, 2023 - Within 5 days after the last day of the month
May 1, 2023 – May 31, 2023	May 31, 2023	June 5, 2023- Within 5 days after the last day of the month
June 1, 2023 – June 30, 2023	June 30, 2023	July 5, 2023 – Within 5 days after the last day of the month
*July 1, 2023 – July 31, 2023	July 31, 2023	August 5, 2023 - - Within 5 days after the last day of the month

*Only qualified candidates who have a run-off election are required to submit a statement for July.



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APPENDIX A

Figure 1 - PDF / Campaign Financial Disclosure Statement; Page 1



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CAMPAIGN FINANCIAL DISCLOSURE STATEMENT

1. DATE OF REPORT		2. NAME OF CANDIDATE		
2. BUSINESS NAME (ASSOCIATED WITH CANDIDATE if applicable)				
3. ADDRESS AND PHONE NUMBER				
Street or Rural Route		City	State	Zip Code Phone
7. A. BEGINNING DATE OF REPORTING PERIOD		7. B. ENDING DATE OF REPORTING PERIOD		
<p>8. Pursuant to Choctaw Nation Election Ordinance Article XXVII Sections 1-3, all candidates for elective office are required to file a statement disclosing the source and amount of legitimate monetary contributions, including \$50.00, upon Declaration of Candidacy and updates shall be filed at the end of every month during the election cycle until the election(s) for said candidate or prospective candidate is completed.</p> <p>By signing below, the candidate hereby solemnly swears and affirms that the information contained in this statement is true and that the following page(s) are a complete and accurate accounting of all contributions required to be reported by candidate for elective office of the Choctaw Nation of Oklahoma.</p>				
Signature of Candidate		Date		
9. WITNESS SIGNATURE				
Signature of Witness		Date		
10. SUMMARY				
a. BALANCE ON HAND LAST REPORT		\$		
b. TOTAL RECEIPTS THIS PERIOD		\$		
c. BALANCE ON HAND (10.a. plus 10.b.)		\$		
11. BALANCE PRIOR TO ENACTMENT OF DISCLOSURE REQUIREMENT		\$		

For Board Use Only:

Recv by (Initials): _____ Date: _____

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Reference Number: 5554

Effective Date: 4/10/19



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Figure 2 - PDF / Campaign Financial Disclosure Statement; Page 2



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SUMMARY PAGE

11. CANDIDATE/BUSINESS NAME	12. REPORT COVERING THE PERIOD	
	FROM:	TO:
MONETARY RECEIPTS		
13. CONTRIBUTIONS (In the amount of \$250.00 or more)		
a. Itemized Contributions (over \$250.00 from each source this period)	\$	
b. Beginning Balance of Latest Report Completed	\$	
c. TOTAL CONTRIBUTIONS (13.a. plus 13.b.)	\$	
14. TOTAL RECEIPTS	\$	

For Board Use Only:
 Rec'd by (Initials): _____ Date: _____
 Reference Number: 5554

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 Effective Date: 4/10/19



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Figure 3 - PDF / Campaign Financial Disclosure Statement; Page 3



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ITEMIZED STATEMENT OF CONTRIBUTIONS

1. NAME OF CANDIDATE		2. REPORT COVERING THE PERIOD	
		FROM:	To:
3. TOTAL ITEMIZED CAMPAIGN CONTRIBUTIONS FROM PRECEDING PAGE (Enter \$0 if first itemized page)		Amount:	
4. COMPLETE THE APPROPRIATE ITEMS FOR EACH ITEMIZED CONTRIBUTION			
Full Name (Including Middle Name):			Amount of Contribution:
Organization Name:			
Address:			
Contact Phone Number:			
Occupation:			
Employer:			
Full Name (Including Middle Name):			Amount of Contribution:
Organization Name:			
Address:			
Contact Phone Number:			
Occupation:			
Employer:			
5. TOTAL ITEMIZED CONTRIBUTIONS: (Carry forward to item 3 of next page if additional pages of this form are used.) (If this is the last page of contributions, this amount must be shown in item 13b. of summary.)			

For Board Use Only:

Rec'd by (Initials): _____ Date: _____ Page _____ of _____

Please use duplicates of this page for additional donation reporting

Reference Number: 5554

Effective Date: 4/10/19

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