National Congress of American Indians
2021 Elections Procedures

To: Membership of the National Congress of American Indians
From: NCAI Elections Committee Chair
Re: Election Procedures for NCAI 78th Annual Convention
Date: September 17, 2021

Critical Information:

- For the first time in NCAI history, the 2021 elections will be held virtually. Voting will be cast by electronic ballot accessed through a secure individual link sent to your email.
- The following schedule and deadlines related to voting will take place:
  - **Wednesday, October 13, 2021**
    - 12:45 p.m. EDT: Nominations for the four Administrative Board positions will take place at General Assembly. Nominees must be present to accept the nomination.
    - 12:45 p.m. – 2:30 p.m. EDT: After nominations conclude, candidates will be given five minutes to speak in front of the General Assembly. Nominees must speak in person.
    - 2:00 p.m. EDT: Individual Members, Tribal Delegates, and Alternate Delegates must be registered and credentialed by this time in order to vote in NCAI elections.
    - 2:30 p.m. EDT: Voting for the Administrative Board positions will begin at this time or as soon as all candidate speeches have concluded; whichever occurs later.
  - **Thursday, October 14, 2021**
    - 10:00 a.m. EDT: Voting for the Administrative Board positions will conclude at this time. The results will be announced as appropriate.
    - 11:00 a.m. EDT: If one or more runoff elections for the Administrative Board are necessary, voting for the runoff election will begin at this time.
    - 12:00 p.m. EDT: Voting for any Administrative Board runoff elections will conclude at this time.

Introduction:

This is an election year for the National Congress of American Indians (NCAI), and for the first time in NCAI's history, elections will be held *virtually.* **Voting for the Administrative Board will begin on Wednesday, October 13, 2021 at approximately 2:30 p.m. EDT (after all candidate speeches have concluded) and will end on Thursday, October 14, 2021 at 10:00 a.m. EDT.** If one or more run-off elections are necessary, voting for such elections will commence on Thursday, October 13, 2021 at 11:00 a.m. EDT and will close one hour later at 12:00 p.m. EDT.

Elections will be held for all members of the Executive Committee, which includes the four Administrative Board positions (President, First Vice President, Recording Secretary, and Treasurer) as well as Regional Vice Presidents and Regional Vice President Alternate positions. The Administrative Board positions will be elected by the membership at-large while the Regional

Vice Presidents and Regional Vice President Alternates will be elected by their respective regional caucuses.

Registration and Membership:
In order to vote in the election, both tribal delegates and Indian individual members must be members in good standing *and* registered at the conference—Tribal Nations and individuals that have paid their membership dues are still required to register for the conference in order to vote. **In order to vote in NCAI elections, an Individual Members, Tribal Delegates, and Alternate Delegates must be registered and credentialed by Wednesday, October 13, 2021 at 2:00 p.m. EDT**.

Additionally, in order for tribal delegates or alternate delegates to cast votes on behalf of their Tribal Nations, the delegate or alternate delegate must have a current resolution from their tribal council stating they are authorized to utilize the Tribal Nation's weighted vote. A sample tribal resolution may be found here. For the 78th Annual Convention, NCAI has instituted a change for its 2021 Annual Convention whereby the payment of a Tribal Nation membership in full will result in free registration and individual membership for the Tribal Nation's one delegate or alternate delegate chosen to carry the Tribal Nation's weighted vote. NCAI encourages participants to register early for the Annual Convention by clicking here.

Individuals who are eligible to vote can verify the status of their membership in their bio on the Annual Convention app, and can reach out to NCAI staff with any questions about their eligibility to vote.

Administrative Board Eligibility and Nominations:
Individuals wishing to run for the Administrative Board (President, First Vice President, Recording Secretary, and Treasurer) must be:
1. a member of NCAI in good standing;
2. a Tribal Delegate or Alternate Delegate for their Tribal Nation;
3. a tribal official who has been elected or appointed to represent their Tribal Nation; *and*
4. supported by a resolution from their Tribal Nation stating the same.

Additionally, if the individual has held an officer position continuously for the four years leading up to the current election, then that individual is not eligible to run for the position they currently hold, but may run for a different position.

Nominations for the four Administrative Board positions will take place at General Assembly on Wednesday, October 13, 2021 at approximately 12:45 p.m. EDT and nominees must be present to accept the nomination. Nominations must be made by an individual member in good standing, and the nominee must be present to accept the nomination. The individual making the motion to nominate may provide up to a two-minute speech about the nominee. No second motion nor second speech is permitted. After nominations have been completed, the candidates will each be given five minutes to address the General Assembly.

Administrative Board Voting Procedures:

Voting will take place virtually on Wednesday, October 13, 2021 beginning at approximately 2:30 p.m. EDT via an online ballot system hosted by a third party, and will end on Thursday, October 14, 2021 at 10:00 a.m. EDT. The steps for voting are as follows:

1. **Receiving the Ballot.** Each voter will be notified via email that voting is open and will use their one-time unique link to cast their ballot on their computer, tablet or phone.
2. **Tribal Delegates/Alternates.** If the voter is the one delegate or alternate chosen to carry the Tribal Nation's weighted vote, that individual will receive two emails—one for their Individual Indian Member vote and one for their Tribal Nation's weighted vote. Each email will clearly indicate which vote it represents.
3. **Filling Out the Ballot.** To vote on the ballot, click on the desired candidate to indicate that the vote/weighted vote is going to that candidate. Click submit when your ballot has been completely filled out.
4. **Confirmation of Vote.** Each voter will receive a confirmation email that their vote was registered.
5. **Runoff (if needed).** In the event of a runoff, voters will be notified of the need for the runoff election via email and via the NCAI Annual Convention app between 10:00 a.m. – 11:00 a.m. EDT on Thursday, October 14. Runoff voting will take place between 11:00 a.m. – 12:00 p.m. EDT on Thursday, October 14 utilizing the same process as the initial election.
6. **Announcing Election Results.** Elections results will be announced on Thursday, October 14, 2021 at approximately 12:00 p.m. EDT during the General Assembly.

Regional Vice President and Alternate Eligibility:
Individuals wishing to run for the Regional Vice President or Alternate positions must be:
1. a member of NCAI in good standing;
2. a Tribal Delegate or Alternate Delegate for their Tribal Nation; *and*
3. a tribal official who has been elected or appointed to represent their Tribal Nation.

Additionally, if the individual has held a board position continuously for the four years leading up to the current election, then that individual is not eligible to run for the position they currently hold, but may run for a different position.

Regional Caucus Voting Procedures:
Each regional caucus may determine whether its election procedure is to conduct votes using a "one-person-one-vote" standard or by using the "one-tribe-one-vote" standard for elections of Regional Vice Presidents and Alternates. Election procedures should be announced in caucus on the day before the election, and may respect agreements among the different areas of the region. Elections

If consensus cannot be reached on election procedures, the Elections Committee will assist in the election and the procedure will follow the regular weighted voting system where each Indian individual member is entitled to one vote and each member tribe is entitled to 100 to 180 votes, depending upon the enrollment of the tribe, following the rules of the NCAI By-Laws.

Campaigning Rules for All Candidates:
Candidates for office will have the following methods of communication and interaction available to them to campaign for their election:

1. **Administrative Board Candidate Speeches**: On Wednesday, October 12, 2021 at approximately 12:45 p.m., the nominations process for the NCAI Administrative Board will begin. As in years past, once the nomination process for a particular office has concluded, the nominees will immediately be given five minutes to address the General Assembly about their candidacy.
2. **Regional Vice President and Alternate Vice President Candidate Speeches:** Each NCAI Regional Caucus will make its own determination regarding Regional Vice President and Regional Vice President Alternate candidate speeches, which may take place during Regional Caucus times.
3. **Candidate Bios on the Annual Convention App:** Candidates will have the ability to fill out their bio on the NCAI Annual Convention app and include relevant information about themselves, their candidacy, and any campaign/informational events or websites they want NCAI participants to view. Candidate bios will be available for others to view in the NCAI Annual Convention app and can be used by potential voters to inform themselves about the candidates. Candidates do not need to wait until the nomination process is complete to update their bio with their campaign materials on the NCAI Annual Convention app.
4. **Interact with Voters on the App:** All individuals who are eligible to vote will have a line of text in their NCAI Annual Convention app profile indicating they are an eligible voter. With this information, candidates may contact potential voters with information and/or make them aware of any upcoming campaign events.
5. **Discussion between NCAI Sessions: Discussing a specific candidate or a candidate's platform verbally during live sessions or in the chat during live sessions is not permitted.** However, in between sessions, information may be respectfully conveyed in the chat or via verbal discussion among attendees.

NCAI Constitution, Bylaws and Standing Rules:
The complete rules for the election process and the roles and responsibilities for the NCAI Executive Committee are found in the NCAI Constitution, Bylaws and Standing Rules, which are available on the NCAI website.

If you have further questions, contact the Elections Committee Chair, Patrick Anderson at panderson@ruralcap.org. Thank you on behalf of the Elections Committee.