



ELECTIONS SYSTEM OF THE VIRGIN ISLANDS (ESVI)

SIXTH CONSTITUTIONAL CONVENTION NOMINATION PAPERS TRAINING

SUPERVISOR CAROLINE F. FAWKES

FEBRUARY 6-8, 2024



AGENDA

- INTRODUCTION
- OBJECTIVES
- MISSION
- OVERVIEW OF ESVI
- SIXTH CONSTITUTIONAL CONVENTION
NOMINATION PAPERS
- QUESTIONS
- SUMMARY



OBJECTIVES

- ❖ To provide an instructions on the how to complete a Nomination Paper
- ❖ Sample Sixth Constitutional Convention Nomination Package
- ❖ Open Discussion
- ❖ Questions
- ❖ Summary



MISSION

- To conduct reliable elections and accurately maintain voter registration records for Virgin Islands citizens.
- Uphold the laws, policies and court decisions of federal and local jurisdictions.
- Commit to excellence and competence by maintaining the highest level of knowledge and expertise in the election process.
- Maintain public confidence in fair and impartial elections.
- Provide equal opportunity to participate in the democratic process.



ADVANTAGES OF CANDIDATE NOMINATION

- provides an active awareness to a nominee;
- helps to select those persons who are capable to handle the job;
- allows candidates to study a position to which s/he is nominated for before making their choice; and



BOARD MEMBERS – ELECTED FOR FOUR (4) YEAR STAGGERED TERM

- ALECIA M. WELLS, CERA - CHAIRWOMAN
- SHIKIMA JONES– VICE CHAIRWOMAN
- LYDIA HENDRICKS, CERA – SECRETARY
- STX BOARD MEMBERS: FLORINE AUDAIN-HASSELL, KAREEM T. FRANCIS, EPIPHANE JOSEPH, MICHAEL JOSEPH, LISA HARRIS MOORHEAD, CERA, LILLIANA BELARDO DE O’NEAL, AND RAYMOND J. WILLIAMS, CERA
- STTJ BOARD MEMBERS: ATANYA SPRINGETTE, ARTURO WATLINGTON, JR. CERA, ANGELI LEERDAM, HARRIET MERCER



OFFICE OF THE SUPERVISOR STAFF

St. Croix District

- Mrs. Caroline F. Fawkes, CERA- Supervisor of Elections
- Mr. Terrell Alexandre— Deputy Supervisor
- Mrs. Ulette D. Todmann-Hodge – Senior Elections Assistant
- Ms. Mari C. Felix – Elections Assistant
- Ms. Tricia R. Johnson – Administrative Assistant
- Mr. Richard Wilson- Executive Assistant



OFFICE OF THE SUPERVISOR STAFF

St. Thomas / St. John District

- Mrs. Caroline F. Fawkes, CERA- Supervisor of Elections
- Ms. Kevermay Douglas, MBA, CERA – Deputy Supervisor
- Ms. Milagritos Venzen – Senior Elections Assistant
- Ms. Sheri Richardson – Elections Assistant
- Ms. Stephanie Joseph, MBA – Elections Assistant
- Ms. Melba Smith – Elections Assistant



REGISTERED ACTIVE VOTERS OF THE U.S. VIRGIN ISLANDS

St. Croix	14,718
St. Thomas	13,735
St. John	1,127

Total Registered Voters 29,580

Democrats	20,067	68%
Republicans	954	3%
Independent Citizens Movement	765	3%
Independent (No Party)	7,794	26%

As of February 2, 2024



REGISTERED INACTIVE VOTERS OF THE U.S. VIRGIN ISLANDS

St. Croix	11,900
St. Thomas	12,707
St. John	1,188

Total Registered Voters 25,795

Democrats	14,712	57%
Republicans	1,165	5%
Independent Citizens Movement	547	2%
Independent (No Party)	9,371	36%

As of February 2, 2024



ACT 8681

-
- Established the Sixth Constitutional Convention of the Virgin Islands.
 - The Sixth Constitutional Convention is composed of 15 delegates, who must be elected from the legislative districts of the Virgin Islands, as established 2 V.I.C. § 101.
 - All delegates to the Constitutional Convention must be elected through an election that must be held on First Tuesday in the month of November in the year 2024.



SELECTION OF DELEGATES

- The delegates must be selected as follows:
 - (1) Seven delegates must be elected from the district of St. Croix, who must be residents of St. Croix; and
 - (2) Seven delegates must be elected from the island of St. Thomas, who must be residents of St. Thomas; and
 - (3) One delegate must be elected from the island of St. John, who must be a resident of St. John.



QUALIFICATIONS FOR SIXTH CONSTITUTIONAL DELEGATES

- To be seated as a member of the Constitutional Convention:
 - (1) a citizen of the United States;
 - (2) a qualified voter of the Virgin Islands; and
 - (3) a bona fide resident of the Virgin Islands.



ELIGIBILITY OF GOVERNMENT EMPLOYEES

- An employee of the Government of the Virgin Islands who meets the qualifications under subsection (b) may seek election to and serve as a delegate to the Constitutional Convention established under this act. Any employee of the Government of the Virgin Islands who files a valid petition, as provided under section 4 (e) of this act, and becomes a candidate for delegate, must be granted a leave of absence without pay as may be required to campaign for a delegate seat.
- If elected, the employee must be granted a leave of absence with pay as may be required to serve as delegate to the Constitutional Convention, as provided in section 5 (a) of this act. The leave of absence granted by this subsection must not, in any way, lessen the employment rights of the employee, the right to return to the employee's position and salary held prior to the employee's election to the Convention, and no leave of absence granted by this section may be charged against an employee's accumulated annual leave, unless the employee so elects.



NOMINATION OF DELEGATES

- Each candidate for delegate shall file a petition with the Supervisor of Elections signed by 50 qualified voters of the district in which the candidate will seek election.
- All candidates for delegate whose valid petitions are filed with the Supervisor of Elections on the common filing date in 2024, must be listed on an official ballot as provided by the Supervisor of Elections.
- All delegates to the Constitutional Convention must be elected through an election that must be held on the First Tuesday in the month of November in the year 2024.



NOMINATION COMPOSITION OF PETITION; AFFIDAVIT OF CIRCULATOR

- That the affiant is a qualified elector of the territory of the Virgin Islands, or of the election district, as the case may be, referred to in the petition;
- his residence, giving town with street and number if any;
- that the signers thereto signed with full knowledge of the contents of the petition
- that their respective residences are correctly stated therein;

FILING NOMINATION PAPERS

- **Nomination Petition**
 - **Affidavit of Circulator - (Must be notarized)**
 - **Affidavit of Candidate - (Must be notarized)**
 - **Candidate Verification Sheet - (Must be notarized)**
 - **Candidate Information Sheet – (must be fully completed)**
- *Please Note- Any form requiring physical/ mailing address(s) must Have the identical address (s) listed in the Election System Voter Registration Database.**



ELECTION OF DELEGATES

- The Supervisor of Elections shall prescribe the form of the election ballot, but neither political party symbols nor political party designations may appear on any ballot. Ballots must be printed in English, with a Spanish translation immediately following. All candidates' names must be printed on the same face of the ballot, and no name may be displayed more prominently than another. Timely notice of this election must be published and broadcast in Spanish and English as prescribed by the Supervisor of Elections.
- Every qualified voter may vote for no more than seven candidates for the legislative district for which the voter is a resident.



ELECTION OF DELEGATES

- Except as provided otherwise in this act, the election must be governed by the election laws of the Virgin Islands, as provided under title 18 of the Virgin Islands Code, and all penalties provided by the law must apply to the election.
- If two or more candidates for a delegate seat receive the same number of votes for the last seat from their district, the Supervisor of Elections shall immediately direct the tied candidates to draw lots to determine which of them is selected as delegate for the remaining seat.



FILLING OF VACANCIES

- If at any time during the proceedings of the Constitutional Convention, any delegate dies, resigns, relocates out of the Territory or otherwise becomes disqualified or is unable to serve, the vacancy must be filled automatically by the unelected candidate who received the next highest number of votes in the election. If two or more candidates have an equal number of votes, lots must be drawn to determine which candidate shall fill the vacancy. If no such candidate is available, the Convention delegates shall elect a delegate from the appropriate district.



ELECTIONS SYSTEM OF THE VIRGIN ISLANDS

P.O. Box 1499 Kingshill VI 00851-1499 (340)-773-1021

P.O. Box 6038 St. Thomas VI 00801-6038 (340)-774-3107

www.vivote.gov

TABLE OF CONTENTS FOR NOMINATION PAPERS FOR SIXTH CONSTITUTIONAL CONVENTION

CANDIDATE INFORMATION:

- 1. Candidate Information sheet- (Please complete)**
- 2. Candidate Verification sheet- (Please complete and notarize)**
- 3. Official Election Events Calendar**
- 4. Polling Place List**
- 5. Qualification for Office**
- 6. Qualification for Voting (English)**
- 7. Qualification for Voting (Spanish)**
- 8. Signage Information (Public Works) Website:**
www.dpw.vi.gov/services/advertising-device-permit

CAMPAIGN DISCLOSURE:

- 1. Statement of Organization**
- 2. Campaign Disclosure Report**
- 3. Campaign Advertising Disclaimer Guidelines**

NOMINATION OF CANDIDATE:

- 1. Nomination Papers**
- 2. Filing Nomination Papers**

RULES AND REGULATIONS:

- 1. Rules and Regulations for Administration of the Disclosure on Campaign Contributions booklet.**
- 2. Rules and Regulations-Title 18 Fee Schedule**
- 3. Rules and Regulations -Title 18-Write-In Candidates**
- 4. Rules and Regulations for Poll Watchers**
- 5. Administrative Complaint Procedure**
- 6. Political Broad Cast Regulation**
- 7. Hatch Act**
- 8. IRS Fact Sheet**



OFFICE OF THE SUPERVISOR OF ELECTIONS
Caroline F. Fawkes, Supervisor

Elections System of the Virgin Islands
2024 Sixth Constitutional Convention Election
Calendar

PO Box 1499 Kingshill, St. Croix, USVI 00851-1499 / PO Box 6038, St. Thomas, USVI 00801-6038
(Telephone) St. Croix 340-773-1021 St. Thomas 340-774-3107 / St. John 340-776-6535
(Fax) St. Croix 340-773-4523 - St. Thomas /St. John 340-776-2391
STX - Sunny Isle Shopping Center, Unit 26, 1st Floor / STT - 9200 Lockhart Gardens / STJ - Estate Enighed

Website: www.vivote.gov  facebook.com/vivote.gov  twitter.com/vivote  youtube.com/user/ElectionSystem



Elections System of the VI 2024 Election Events Calendar 2024 SIXTH CONSTITUTIONAL CONVENTION

Calendar is based on current state and federal laws as of date of its release. Efforts were made to ensure calendar complies with law. If in any case the calendar conflicts with state or federal law, those laws control. Calendar is subject to change. Statutes reference Virgin Islands Code of Laws (Title 18).

Office Hours: 8:00 a.m. – 5:00 p.m. * Monday – Friday
Registration Hours: 9:00 a.m. – 4:00 p.m. * Tuesday and Thursday (Island of St. John)

February 2024		
6-February (Tuesday)	Training for Candidates in both Districts on how to Complete the Nomination Papers for the Constitutional Convention at 5:30 p.m. – St. Croix.	Deputy Supervisor
8-February (Thursday)	Training for Candidates in both Districts on how to Complete the Nomination Papers for the Constitutional Convention at 5:30 p.m. – St. Thomas/St. John.	Deputy Supervisor
April 2024		
8-April (Monday)	Forms for Filing NOMINATION PETITIONS/PAPERS available at all Election System Offices St. Thomas, St. John and St. Croix.	Supervisor
14-April (Sunday)	FIRST DAY to circulate NOMINATION PETITIONS/PAPERS (*****NOTE this is a SUNDAY*****)	18 VIC 345 (d)
23-April (Tuesday)	Training on the Campaign Disclosure Report – St. Thomas/St. John	Supervisor
25-April (Thursday)	Training on the Campaign Disclosure Report – St. Croix	Supervisor
May 2024		
14-May (Tuesday)	FIRST DAY on which NOMINATION PETITIONS/PAPERS may be filed from 12:00 p.m. to 6:00 p.m.	18 VIC 410
21-May (Tuesday)	LAST DAY on which NOMINATION PETITIONS/PAPERS may be filed by 6:00 p.m.	18 VIC 410
26-May (Sunday)	DEADLINE for WITHDRAWAL of nominated candidates	18 VIC 413
26-May (Sunday)	DEADLINE for candidates for the same office with similar last surnames to request in writing that the occupation or residence be printed opposite his/her name on the ballot.	18 VIC 511



Elections System of the VI
2024 Election Events Calendar
2024 SIXTH CONSTITUTIONAL CONVENTION

May 2024 (cont'd)		
26-May (Sunday)	DEADLINE for filing substitute nomination certificates and papers. (As per ACT 7565 Amending T18 VIC SEC. 416).	18 VIC 416 (12:00 Noon)
June 2024		
4-June (Tuesday)	FIRST DAY for receipt by the Supervisor of Elections of applications for ABSENTEE BALLOTS FOR THE PRIMARY ELECTION.	Supervisor
4-June (Tuesday)	DEADLINE for receipt in WRITING by the Supervisor of Elections of their shortened form on which candidates whose name contains more than twenty-two (22) letters should be listed in the ballot. Notice of Defects.	18 VIC 501
11-June (Tuesday)	CERTIFICATION of NOMINEES by the Supervisor of Elections	18 VIC 420
30-June (Sunday)	Campaign Disclosure Report Due	18 VIC 905
August 2024		
8-August (Thursday)	REGISTRARS in the Elections System of the Virgin Islands COMMENCE REGISTRATION.	18 VIC 91
20-August (Tuesday)	CASTING OF LOTS for position of names upon the official election ballot at 12:00 Noon – Virtual or 5:30 p.m. – In Person.	18 VIC 419
September 2024		
3-September (Tuesday)	FIRST DAY for receipt by the Supervisor of Elections of applications for ABSENTEE BALLOTS FOR THE GENERAL ELECTION.	Supervisor
13-September (Friday)	All Federal ballots to be mailed out to Military and Overseas personnel.	MOVE Act OCT 2009
October 2024		
6-October (Sunday)	FIRST DAY for EXAMINATION of VOTING MACHINES and instructions in use of electronic voting machines. <i>(*****NOTE this is a SUNDAY*****)</i>	18 VIC 504
6-October (Sunday)	LAST DAY to investigate all questions relating to registration of electors. <i>(*****NOTE this is a SUNDAY*****)</i>	18 VIC 92(1)
6-October (Sunday)	DEADLINE for receipt of REMOVAL NOTICES and TRANSFER of REGISTRATION. <i>(*****NOTE this is a SUNDAY*****)</i>	18 VIC 106 & 107
6-October (Sunday)	LAST DAY for CHANGE OF ENROLLMENT of political party and CANCELLATION OF PARTY ENROLLMENT. <i>(*****NOTE this is a SUNDAY*****)</i>	18 VIC 108



Elections System of the VI
2024 Election Events Calendar
2024 SIXTH CONSTITUTIONAL CONVENTION

October 2024 (cont'd)		
6-October (Sunday)	LAST DAY for REGISTRATION	18 VIC 94
10-October (Thursday)	Testing of electronic voting machines and tabulating equipment for the EARLY VOTING PERIOD. Certification by Board. OPEN TO GENERAL PUBLIC AND MEDIA	18 VIC 506
14-October (Monday)	FIRST DAY OF EARLY VOTING	18 VIC 94a
14-October (Monday)	DEADLINE for receipt by the Supervisor of Elections of applications for Mail Out ABSENTEE BALLOTS for the GENERAL ELECTION.	18 VIC 664
15-October (Tuesday)	OFFICIAL PUBLIC NOTICE of GENERAL ELECTION Due	18 VIC 551
16-October (Wednesday)	DEADLINE for persons whose application to be registered has been denied to petition the Board of Elections for review of the matter.	18 VIC 103
16-October (Wednesday)	APPOINTMENT of ELECTION OFFICERS	18 VIC 151(a)
16-October (Wednesday)	DEADLINE for qualified electors to petition the Board of Elections to cancel the registration of any registered elector for cause shown.	18 VIC 113
21-October (Monday)	LAST DAY for EXAMINATION of VOTING MACHINES and instruction in use of electronic voting machines.	18 VIC 504
26-October (Saturday)	DEADLINE for APPEALS to the SUPERIOR COURT by persons whose claim for registration were denied or whose previous registration was canceled and who has exhausted all administrative remedies.	18 VIC 119
28-October (Monday)	LAST DAY OF EARLY VOTING	18 VIC 94a
30-October (Wednesday)	Testing of electronic voting machines and tabulating equipment, Certification by Board. OPEN TO GENERAL PUBLIC AND MEDIA	18 VIC 506
November 2024		
5-November (Tuesday)	Deadline for Emailed Absentee Ballot Applications – 5:00 p.m. GENERAL ELECTION DAY	18 VIC 231
11-November (Monday)	REGISTRARS in the Elections System of the Virgin Islands COMMENCE REGISTRATION.	18 VIC 91



Elections System of the VI
2024 Election Events Calendar
2024 SIXTH CONSTITUTIONAL CONVENTION

November 2024 (cont'd)		
15-November (Friday)	Certification of Election Results	18 VIC 4
24-November (Sunday)	REGISTRARS in the Elections System of the Virgin Islands COMMENCE REGISTRATION.	18 VIC 91
December 2024		
30-December (Monday)	Campaign Disclosure Report Due	18 VIC 905

Caroline Z. Innes

Supervisor of Elections

December 1, 2023
Date



QUESTIONS



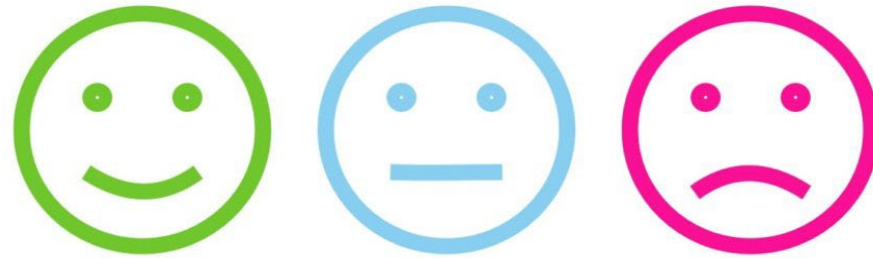


QUIZ

- 1. What Act created the Sixth Constitutional Convention?**
- 2. When can you begin to circulate your Nomination Paper?**
- 3. What is ESVI website?**
- 4. How many signatures are required for your nomination papers?**
- 5. What documents are required when filing nomination papers?**



FEEDBACK



FEEDBACK

SUMMARY

Personalize It!...Your Way
www.personalizeit-yourway.com

