

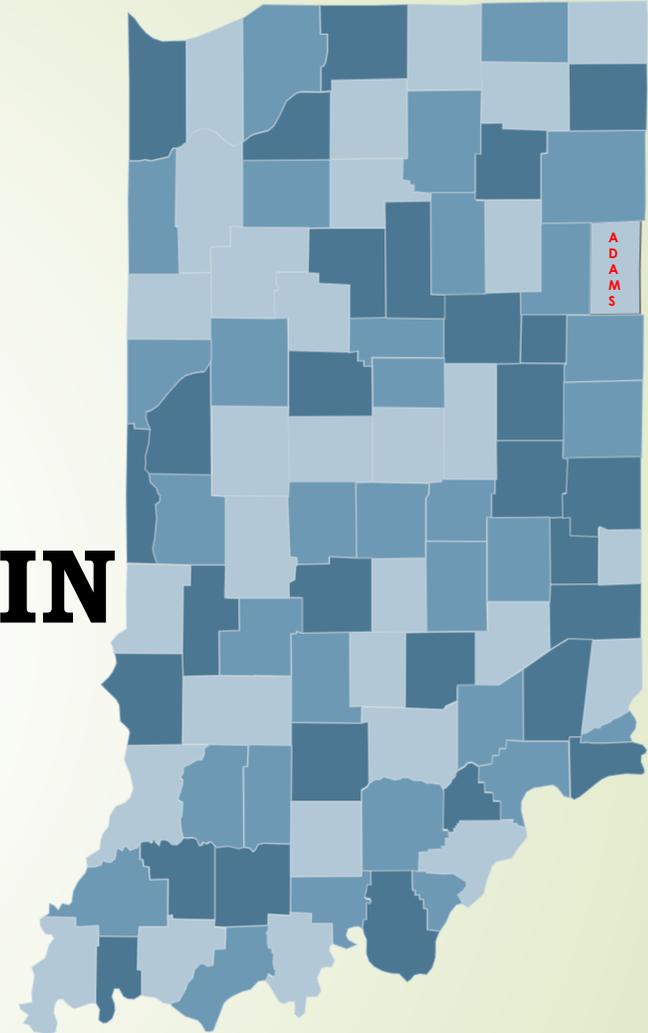
# LOCAL GOVERNMENT LEADERSHIP

## RUNNING FOR OFFICE IN **2026**

PRESENTED BY

SHELLY M. BRITE

ADAMS COUNTY CLERK/ADAMS COUNTY ELECTION BOARD SECRETARY





# **ELECTION OVERVIEW**

- Requirements to hold a local office
- Offices on the 2026 Ballot
- Filing Procedures
- Financial responsibilities
- Disclaimers and managing conflicts of interest
- Resources

# ELECTION OVERVIEW

## ▶ Indiana Election Division

- ▶ The Indiana Election Division is a bi-partisan office. The co-directors are appointed by the Governor at the recommendation of their respective political party chairs and employ an equal number of persons who are affiliated with their political party. The co-directors serve a term beginning January 1, 2023 and ending December 31, 2026. The Indiana Election Division cannot take any action or provide the official position of the office unless both Co-Directors agree.

## ▶ Adams County Election Board

- ▶ Comprised of county clerk and two appointed members from the 2 major political parties (Democratic & Republican). Clerk is automatically as secretary of the board. Each party chairman nominates an individual to serve on the board. There is no term limit for the appointed board member. The CEB is to administer the election process in Adams County.

## ▶ Current Members of the Board

- Shelly M. Brite, Clerk of Adams Circuit Court/Secretary of the Adams County Election Board, termed December 31, 2026.
- Charles Tooley, Republican Member, appointed December of 2024 by Republican Chair, Steve Justus, no term limit.
- Dean "J" Swygart, Chairman, Democratic Member, appointed August of 2021 by Democratic Chair, Barb Engle, no term limit.



# REQUIREMENTS

- ▶ Registered Voter in election district the person seeks to represent
- ▶ Special requirements for some positions (i.e. Assessor – certified as Level 2 Assessor-Appraiser)
- ▶ Obtain a surety bond before officer's term
- ▶ Must take an oath before assuming duties
- ▶ Cannot hold “two lucrative offices” at the same time
- ▶ No felony convictions under IC 5-8-3, IC 5-8-2-1, IC 5-8-1-38, IC 35-50-2-7 or IC 35-38-1-1.5

# OFFICES ON THE BALLOT

**Primary Election Candidate Filing: January 7, 2026 – February 6, 2026**

**General Election Candidate Filing for School Boards: May 19, 2026 - June 18, 2026**

## ▸ Federal Offices

- United States Representative – District 3

## ▸ Nominated at State Convention – Not on Primary Ballot

- Secretary of State
- State Comptroller
- Treasurer of State

## ▸ State Offices

- State Senator – District 19
- State Representative – District 79

## ▸ County Offices

- Superior Court Judge
- Prosecuting Attorney 26<sup>th</sup> Judicial
- Circuit Court Clerk
- County Sheriff
- County Surveyor
- County Assessor
- County Commissioner - District 2
- County Council – District 1
- County Council – District 2
- County Council – District 3
- County Council – District 4

## Township Offices

Trustees:

- Blue Creek Township
- French Township
- Hartford Township
- Jefferson Township
- Kirkland Township
- Monroe Township
- Preble Township
- Root Township
- St. Mary's Township
- Union Township
- Wabash Township
- Washington Township

Board Members – (3) OF TOWNSHIPS

## Geneva Offices

- Town Council – District 2
- Town Council – District 3

## Political Party Offices (Primary)

- Precinct Committeeman – Democrats
- State Convention Delegate – Democratic (6 At Large)
- State Convention Delegate – Republican (12 At Large)

# OFFICES ON THE BALLOT IN 2026

***Primary Election Candidate Filing: January 7, 2026 – February 6, 2026***

***General Election Candidate Filing for School Boards: May 19, 2026 - June 18, 2026***

## ➤ School Board Offices (General)

- Adams Central – District 2
- Adams Central – District 3
- Adams Central – District 4
- North Adams – At Large
- North Adams – District 1
- North Adams – District 2
- South Adams – District 1
- South Adams – District 3



# CANDIDATE FILINGS FOR PRIMARY

- Must belong to Democratic or Republican Party
- Must file a (CFA-1) Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee.
- File Declaration of Candidacy (CAN-42 or CAN-2)
- File State of Economic Interests (CAN-12)

# CANDIDATE PACKETS

- **Acknowledgment Campaign Finance Report Filings Receipt (Gold)**
- Offices on the Ballot in 2026 Election
- **CAN-2:** Declaration of Candidacy FOR Primary Nomination in 2026
- **CAN-12:** Statement of Economic Interests for Local & School Board Offices
- **CFA-1:** Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee. (This form is to be filed in the Clerk's Office by NOON 10 days after raising or spending threshold amount; or NOON 7 days after the final date and hour for filing any of the following: a declaration of candidacy, a petition of nomination, a certificate of nomination, a certificate of candidate selection to fill a ballot vacancy, or a declaration of intent to be a write-in candidate.) However, if you have a committee open (already elected to the office you are seeking), you do not need to file another CFA-1 unless you wish to amend your committee.
- **CFA-4:** Receipt and Expenditures Report of a Political Committee (see #7 for filing dates.) Only turn in the pages with entries on them. One copy is enclosed. Additional copies of these forms can be found on line at the website listed below.
- **CFA-11:** Supplemental "Large Contribution" Report by Candidate's Committee (\$1,000 contributions or more.) Must be filed no later than 48 hours after receipt of a "large contribution."
- **2026 State of Indiana Campaign Finance Reporting Schedule (Green)**
- **2026 Indiana Election Calendar (Blue)**
- **Political Signs and "Disclaimer" Requirements for Political Literature and Advertisements (Yellow)**

➤ The Campaign Finance Manual along with many reports can be found on the Indiana Election Division website:

<https://www.in.gov/sos/elections/campaign-finance/>

➤ Many forms are date and time sensitive so be sure to file on time. The CFA-4 report can be mailed, e-mail and dropped off to the Clerk's office. Blank pages of this report do not need to be turned in.

➤ Note: You can find all candidacy forms, committee campaign information on our website:

- Candidate Forms: <https://www.co.adams.in.us/365/Candidates-Info>
- Campaign Finance Forms: <https://www.co.adams.in.us/378/Campaign-Finance-Forms>

# CANDIDATE PACKETS – STATE CONVENTION DELAGATE OR PRECINCT COMMITTEEMAN

- Offices on the Ballot in 2026 Election
  - CFA-37: Declaration of Candidacy for Precinct Committeeman or State Convention Delegate
  - **2026** Indiana Election Calendar (**Blue**)
- **Note:** Only Democrat precinct committeeman are on the primary ballot in 2026.
  - State Convention Delegates – Adams County
    - 12 At Large represents for Republican Convention
    - 6 At Large represents for the Democrat Convention



# CANDIDATE'S STATEMENT OF ORGANIZATION (CFA-1)

- ▶ Every candidate for nomination or election to an office, for which the compensation is at least \$5,000 per year, must have a principal political committee.
- ▶ Must have a Chair and Treasurer
  - ▶ Chair may have multiple committees, but treasurer cannot hold chair on another committee; candidate may be chair and treasurer
- ▶ Due no later than 10 days after becoming a candidate OR noon seven days after deadline to file, whichever comes first.
- ▶ For campaign finance purposes, an individual becomes a candidate when initial paperwork is filed and continues the entire time the individual is in office.
- ▶ CFA-1 Exceptions (receipts/expenditures less than \$500)
  - ▶ Local Office: Compensation less than \$5,000

# FINANCIAL RESPONSIBILITIES



- Register with the IRS at [irs.gov](https://irs.gov) as a political organization
- Obtain an EIN (Employer Identification Number) however, most candidates use their own social security number
- Set up a separate checking account for your political committee using the new EIN
- **NOTE:** The Clerk's Office, CEB nor myself can assist in this process. Please research or reach out to another elected official.

# DISCLAIMERS AND MANAGEMENT CONFLICTS OF INTEREST

Any communication that advocates for your candidacy must have a disclaimer! This is your Committee's Name from your CFA-1



# WHERE TO FILE

- ▶ Local offices including those in municipalities, townships, counties and schools file with the County Election Board.

Adams County Circuit Clerk's Office

112 S. 2<sup>nd</sup> Street, Room A

Decatur, IN 46733

(260) 724-5319

[election@adamscounty.in.gov](mailto:election@adamscounty.in.gov)



**Federal and state offices,  
judges and prosecutors  
file with the Indiana  
Election Division.**

# ADAMS COUNTY CLERK'S OFFICE

- ▶ Please be advised that the Clerk's Office has experienced staff turnover during the past year. We kindly ask for your patience and understanding as we respond to inquiries regarding voter registration and candidacy information.
- ▶ You can always email at:  
**[election@adamscounty.in.gov](mailto:election@adamscounty.in.gov)**

# QUESTIONS



**THANK  
YOU!!**