

Call for Submissions

Election Assessment Hearing

June 29th, 2005
Houston, Texas

8:30 am to 5:00 pm, Press Conference to follow

Venue to be determined

Please forward this call to other prospective participants.

This hearing is the initiation of a broad survey to review data and hear testimony representing issues with the 2004 Presidential election processes, along with potential causes and recommended improvements. We are soliciting submissions of research, testimony and evidence for consideration from any and all expert sources with information pertinent to the identification of problems in the United States election systems and processes.

If you would like to submit your research, testimony and evidence, and if you would like to be considered for participation during the Hearing, please provide the following data. Please send your submissions by Thursday, June 16, 2005 to: submissions@electionassessment.org

Note that you do NOT need to speak at the Hearing to have your research, analysis, testimony or evidence included in the documentation and report produced by this Hearing. You must, however, return a submission proposal to be considered and included.

1. Basic Information:

Name:

Organization/Affiliation:

Title/Function:

Day Phone:

Evening Phone:

Fax:

E-mail:

Address:

Do you wish to be considered for oral presentation or testimony?

Submission Description (Up to 150 words including 3 bullet points of key topics. You may also attach a longer abstract if you wish):

Biographies/Credentials (Up to 120 words. You may also attach a resume or CV):

II. Submission Cataloging:

Please help us catalog your submission by listing the following. These lists do not need to be extensive; just list, using short terms, the most relevant items under each:

1) Which of the following processes does your submission make specific comments on as far as problems, causes or solutions?

voter registration
early voting
absentee voting
provisional voting
voter verification
voting preparation
vote capture
vote counting
chain of custody
vote recounting
vote auditing
other: _____

2) What issues/problems with the electoral process does your submission address or represent? As much as possible, use short terms that convey desirable characteristics of the process not being fulfilled.

3) Does your submission address the reasons or causes for the issues you identify?

4) Does your submission address solutions or recommended improvements for the issues you identify?

III. Key Dates:

June 16: Submissions proposing oral presentations or testimony due
Mailto: submissions@electionassessment.org

June 18: Presenters selected

June 22: Data, presentations and documentation due
Mailto: presentations@electionassessment.org

June 29: The Election Assessment Hearing, at University of Houston Honors College Auditorium, Houston, TX

June 30: Issuance of preliminary summary statement to Carter-Baker Commission.

IV. Guidelines for Preparation of Submissions:

Speak with data. Present from an objective, dispassionate perspective rather than an emotional, biased-in-appearance perspective.

Document facts and findings using scientific methods: Document the source of data. Always best to have the actual source data, eg. Actual ballots were analyzed as opposed to copies analyzed.

Document procedures used to collect data, measure results or observe problems in a way that is “reproducible.” (Can someone else repeat your findings?).

If copies of documents were made, describe the controls used to assure completeness of data and controls to prevent loss of data.

If you draw conclusions, document the rationale and any assumptions made in coming to that conclusion.

For statistical analysis, document the sample size, method of sampling, confidence level and bounds (“margin of error”).

Has the analysis or work been peer reviewed?

Document any anomalies in the procedures or findings.

For studies with high volume of information, include an executive summary with key points.

Document the quality control procedures and techniques used to ensure the integrity of the analysis results and conclusions.

For Questions contact:

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