



# **NAACP**

## **Youth & College**

### **2026 Election Procedure Manual**

Revised January, 2026

## NAACP YOUTH AND COLLEGE DIVISION CANDIDATES CONSENT FORM

I, \_\_\_\_\_ consent to serve as a candidate for  
(Please print)

office of \_\_\_\_\_ or At-large Executive

Committee member of the \_\_\_\_\_ (Junior Youth Council/Youth Council/High School Chapter/ College Chapter). If elected, I agree to serve and abide by the policies, principles and procedures of the NAACP, I agree to complete Mandatory Executive Leadership Training by *September 30<sup>th</sup> of the election year.*

For the purpose of serving as a candidate for an elected office I affirm that I have been a bona fide member of the unit for at least 30 days and *that I live or attend school within the jurisdiction of the unit.*

\_\_\_\_\_  
Signature

### NAACP Petition for Nomination

We, the undersigned, wish to nominate \_\_\_\_\_ for the office of \_\_\_\_\_, or as an at-large member of the Executive Committee. (A valid petition must contain at least 3 signatures, other than the candidate.)

**Name/Date/Member ID #**

<b>Print Name:</b>	<b>Date:</b>
<b>Member ID:</b>	<b>Signature:</b>

<b>Print Name:</b>	<b>Date:</b>
<b>Member ID:</b>	<b>Signature:</b>

<b>Print Name:</b>	<b>Date:</b>
<b>Member ID:</b>	<b>Signature:</b>

<b>Print Name:</b>	<b>Date:</b>
<b>Member ID:</b>	<b>Signature:</b>

<b>Print Name:</b>	<b>Date:</b>
<b>Member ID:</b>	<b>Signature:</b>

**For purposes of signing this petition, one must be an active member in good standing. Petition signers must also be members of the unit. Candidate consent/petition forms must include an original signature. Electronic/Digital signatures will not be accepted.**

## **NAACP YOUTH & COLLEGE DIVISION ELECTION PROCEDURE MANUAL**

This manual has been prepared for the use of Youth & College Division units to assist in the effective conduct of Youth & College Division elections. From here forward the term "Unit" shall be used to define Junior Youth Council, Youth Council, High School Chapter and College Chapter. This manual is based upon the Constitution of the NAACP and By-Laws for Units.

### **NOTICE TO THE GENERAL MEMBERSHIP**

#### **Required Notice**

The required notice to the general membership must be sent at least seven days prior to the Annual Meeting and the meeting that precedes the Annual Meeting, written notice shall be sent to each member of the Unit, in good standing, to announce the time, date, place and purpose of said meetings and the date and time of the election.

***See Example Notice on Next Page.***

## NOTICE OF MEETINGS

Dear Member,

Please take notice: The following General Membership Meetings of the \_\_\_ "Unit Name" \_\_\_\_\_ (Junior Youth Council/Youth Council/High School Chapter/ College Chapter) NAACP, and the election of officers and at- large members of the executive committee.

1. **On February \_\_\_\_\_, 2026** (place), (time), In this meeting, the General Membership will complete the following:
  - Choose an election date and time. Date must be in March or April.
  - Elect the Nominating Committee (5 to 9 members). All members whose memberships are current as of thirty (30) days prior to the meeting date may be elected to the Nominating Committee.
  - The Nominating committee will meet in February to begin interviewing candidates and make their nominations.
  - The Nominating Committee will complete the following form
  
2. **On March \_\_\_\_\_, 2026** (place), (time), In this meeting, the following must be completed:
  - The Nominating Committee will present their report to the General Membership. (Announcing the slate of candidates).
  - The General Membership may present nominations from the floor.
  - All candidates, including nominees from the floor may make candidate speeches. (2 min max.)
  - All candidate petitions, including those from the floor must be submitted to the National Office at least two weeks prior to the scheduled election date.
  
3. **In March or April 2026**, the youth election will commence on the date and time selected by the General Membership in the February meeting. The election will be administered electronically using Election Buddy.
  
4. Should a run-off election be necessary that election shall occur on the following date at time certain (at least 1 hour) using Election Buddy, Run-off elections shall be conducted not less than ten (10) days after the original election.

We look forward to your participating in these activities.

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Secretary

## **MEETING TASKS & REQUIRED ACTIONS**

**In the February Meeting**, the general membership will choose the election date and time. The date of the election must be in the month of March or April. The secretary or youth advisor will send the election date and time to the National Office using the following link:

**[2026 Youth Election Date Submission Form – Fill out form](#)**

The unit will also vote to elect members to the nominating committee. Once the nominating committee is elected, the committee chair or the youth advisor will notify the National Office by completing the following form:

**[2026 Youth Elections - Nominating Committee Form – Fill out form](#)**

The nominating committee must meet in February to begin interviewing individuals interested in running for office and to make their nominations.

**In the March meeting**, all consent forms must be collected by the Secretary or Youth Advisor to submit to the National Office. The slate of candidates and the consent forms must be sent to the National Office, using the following link:

**[2026 Youth Election Candidate Submission Form - Fill out form](#)**

If you have questions about the election process or have issues with one of the above forms, please reach out to NAACP Elections at [election@naacpnet.org](mailto:election@naacpnet.org).

## **MEMBER IN GOOD STANDING**

### **ARTICLE IX SECTION 4C and 5 C**

.....Thereafter, all members who are in good standing at least 7 days prior to the day of any meeting of the unit shall be entitled to vote at the meeting

### **ARTICLE IX SECTION 4 J and 5 J**

Only members in good standing shall be eligible to run for office or to vote in the Units election. For running for office, a member in good standing is one who has paid the prescribed membership fees no later than thirty (30) days prior to the date of elections. For being nominated by the Nominating Committee, a member in good standing is one who has been a bona fide member of the unit and one who has paid the prescribed membership fee at least 7 days prior to the day of the meeting that precedes the Annual Meeting.

## NOMINATING COMMITTEE

### ARTICLE IX SECTION 4D and 5D

At the regular meeting of the unit, following the Annual Meeting, members present shall elect a Nominating Committee, composed of not less than five (5) and no more than nine (9) members of the unit in good standing, provided not more than two shall be officers of the unit or members of the Executive Committee, to present nominations at the annual meeting for all officers and the Executive Committee, provided that additional nomination may be made at the annual meeting by written petition signed by three or more members of the unit.

### DUTIES OF THE NOMINATING COMMITTEE

The Nominating committee shall meet promptly to elect a Chairman and interview persons qualified as candidates for office.

### REPORT OF THE NOMINATING COMMITTEE

The Nominating Committee shall submit a report in writing to the unit during the Annual Meeting. In case the Nominating Committee is not elected and neglects or refuses to render a report, nominations shall be made at the Annual Meeting by written petition signed by three or more members of the unit.

**Sample Committee Report:** *“The Nominating Committee of the (Junior Youth Council/Youth Council/High School Chapter/ College Chapter/Young Adult Council) is pleased to submit the following nominations.*

President.....Mr./Ms A  
Vice President.....Mr./Ms. B  
Secretary.....Mr./Ms. C  
Treasurer.....Mr./Ms. D  
Members of the Executive Committee...E, F, G, etc.  
Advisor(s).....Mr./Ms. Z

Once the Nominating Committee Chairman has read the report of the committee, he/she is required to present to the Secretary, all consent forms signed by the members whose names were placed in nomination. Should any member nominated by the Nominating Committee fail to have his/her signed consent form presented at that time the Nominating Committee’s report is being presented, that member’s nomination is considered null and void.

Once the Secretary has certified that all persons nominated by the Nominating Committee have signed consent forms the Chairman of the Nominating Committee moves that the report of the Nominating Committee be received. Once the motion has been seconded, the President carries the motion. The Secretary or Youth Advisor is then responsible sending the slate of candidates and consent forms to the National Office.

## **ELECTION MEETING ARTICLE**

### **IX SECTION 4E and 5G**

Election and Annual Meeting shall be the same. No candidate for office shall occupy the chair at the election meeting. The names of the various candidates for office shall be clearly announced or posted in a place visible to all present at the election meeting.

### **ELIGIBLE VOTERS**

Only members in good standing shall be eligible to vote in the Units election.

### **CANDIDATE SPEECHES**

After all nominations have been made, brief speeches from candidates are in order. The general membership determines the amount of time to be allowed for such speeches.

### **VOTING AND RESULTS**

#### **A. Voting**

1. Each member shall vote by secret ballot, electronically, using Election Buddy. Proxy voting is not allowed.
2. Ballots will be received electronically to the email and/or mobile phone of record. Please make sure the email and/or mobile phone of your members are valid and correct in the NAACP Member Portal. Once you vote from your selected method, all other methods are disabled.
3. During the voting period, members in good standing will be able to cast their vote. Once submitted, they will receive a verification that the vote has been received.
4. If on Election Day you have not received a ballot, the member should check with the advisor of the unit.

#### **How to Vote using Election Buddy**

Election Buddy issues ballots to voters electronically via Email and/or SMS Text Messages. Ballots are sent immediately when the election begins.

## Voting by Email

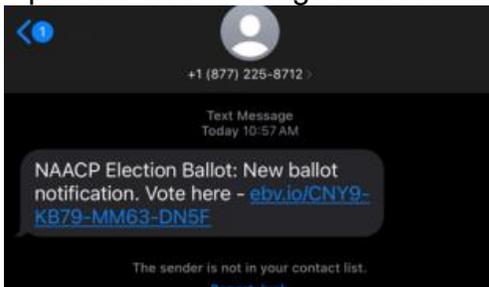
Below is a screenshot of a ballot received via email.



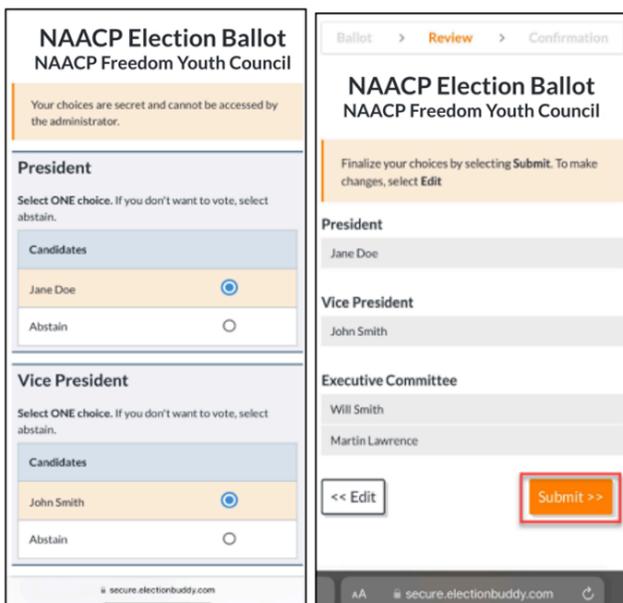
## Voting by Mobile

Below is a screenshot of a ballot received via mobile device.

1. Open the text message and click the link to vote.



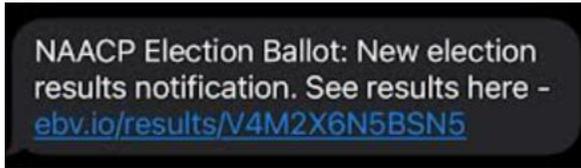
2. Once you click the ballot link, make your selections, finalize your choices and submit the ballot.



## B. Results

### Report on the Election

1. Election results are issued to all individuals who voted in the youth election, when the election closes.



**NAACP Freedom Youth Council**  
**NAACP Election Ballot**  
January 20, 2026 at 01:42 pm – January 20, 2026 at 03:44 pm  
[See Changes](#)  
(GMT-05:00) EASTERN TIME (US & CANADA)  
Ended All Votes Cast

1 ballot submitted of 1 eligible voter (1 spoiled) – 100%  
2 emails and 2 SMSs sent - 0 notices queued

[Voter Audit Report](#)

**President**  
PLURALITY 1.0 vote tallied and 0 abstentions

James Williams	0.00 votes	0%
John Lewis Jr.	1.00 votes	100.00%

John Lewis Jr. wins with 100.00% of the votes which meets the requirement of the most votes.

### In the Event of a Tie

Should a run-off election be necessary that election shall occur on the following date at time certain (at least 1 hour) at this location, run-off elections shall be conducted not less than ten (10) days after the original election.

### ELECTION CONTROVERSEY

In the event of an election controversy, all parties thereto shall submit complaints to the National Office through the President and CEO for resolution. Said complaints must be postmarked no later than five (5) days following the date of the election in question. The complaint must be signed by at least seven (7) members of the Youth & College Unit in good standing, and each signer must list his or her address. A copy of the complaint shall be forwarded by mail to the officer or member against whom the complaint has been filed at the officer's or member's address on record by the National Office.

- A. The National Office will institute an investigation into the matter, and should a determination be made that the Complaint is frivolous or completely devoid of merit, or that the election result could not have been otherwise even if the allegations alleged are assumed to be true, then the National Office shall within thirty (30) days, or as soon thereafter as possible, dismiss the Complaint and inform all parties forthwith that the installation of officers might be held.
- B. Should the National Office be unable to dismiss the Complaint because the charges appear to have merit and as such, the results of the election might have been otherwise had the alleged violations not occurred, then the matter will be referred to the Chairman of the Committee on Membership and Units of the Board of Directors, who will designate a Hearing Panel.
- C. Pending resolution of the dispute, the officers whose terms were to have expired with the new election, will continue to function.

The National Office shall have authority to intervene at any time during the three-month period leading up to the College Chapter election. Such authority includes suspending the process and instituting corrective action to assure that the rights of all members are protected.

## **SELECTION OF YOUTH UNIT ADVISOR(S) ARTICLE V, SECTION 11 - 14**

### **11. College Chapters Faculty Advisor**

- a. There shall be a Faculty Advisor for a College Chapter or a Faculty Advisory Committee (not to exceed three (3) members), in accordance with the rules of the college and/or student government regulations relating thereto.
- b. The Faculty Advisor to the College Chapter must be an employee of the College and meet the requirements as set forth by the College and or Student Government regulations relating to serving as an advisor to a bona fide College or group. In addition, the Faculty Advisor must be a member of the NAACP.

## 12. Youth Council Advisor

- c. There shall be an Advisor for Youth Councils in conformity with the rules of the Association. The Advisor must be a member in good standing of the Association, be at least twenty-five (25) years of age or at least twenty-two (22) years of age if the person is a member of the branch; reside or work within the jurisdiction in which the Youth Council operates and shall be in accord with the aims and objectives of the Association.
- d. In jurisdictions where there is a Branch and Youth Council, the Youth Council shall submit in writing the name of the elected Advisor to the Branch Executive Committee at the Branch Executive meeting immediately following the Annual Meeting of the Youth Council. The Branch Executive Committee must accept or reject the submitted name within fifteen (15) days after the submission in writing to the Youth Council President. Should the Branch Executive Committee fail to act on the submitted name within fifteen (15) days after the submission, the submitted named adult shall become the Advisor.
- e. If the submitted name is rejected, a written explanation as to the justification for denial must accompany the response forwarded to the Youth Council President. The Youth Council Executive Committee then has the option of electing and submitting another name to the Branch Executive Committee or to utilize the controversy process as outlined in Article V, Section 14.
- f. The Youth Council and Advisor may select the Assistant Advisor as they see fit.
- g. The Advisor shall serve as an ex-officio member of the Youth Council Executive Committee.

***Newly elected Youth Council Officers names and information should also be submitted to the Branches Executive Committee.***

## 13. High School Chapter Advisor

- a. There shall be an Advisor for High School Chapters in conformity with the rules of the Association. The Advisor must be a member in good standing of the Association, be at least twenty-five (25) years of age; and be an employee of the high school in which the High School Chapter operates, and shall be in accord with the aims and objectives of the Association.
- b. The High School Chapter shall submit in writing the name of the elected Advisor to the Branch Executive Committee at the Branch Executive meeting immediately following the Annual Meeting of the High School Chapter. The Branch Executive Committee must accept or reject the submitted name within fifteen (15) days after the submission in writing to the High School Chapter President. Should the

Branch Executive Committee fail to act on the submitted name within fifteen (15) days after the submission, the submitted named adult shall become the Advisor.

- c. If the submitted name is rejected, a written explanation as to the justification for denial must accompany the response forwarded to the High School Chapter President.

The High School Chapter Executive Committee then has the option of electing and submitting another name to the Branch Executive Committee or to utilize the controversy process as outlined in Article V, Section 14.

#### **14. Junior Youth Council Advisor**

The Branch Executive Committee shall appoint the Advisor for the Junior Youth Council. The Advisor must be a member for the Branch.

### **TENURE IN OFFICE**

#### **ARTICLE IX SECTION 4F and 5F**

All officers and elected members of the Executive Committee shall be elected by secret ballot and hold office for one year or until their successors are elected and qualified.

### **INSTALLATION OF UNIT OFFICERS**

The Installation of Unit officers is a solemn and serious affair. The installation meeting shall be an important occasion and should be held within a brief time after the annual meeting.

#### **Suggested Installation Oath**

“I solemnly swear to discharge to the best of my ability the responsibilities of the office in the National Association for the Advancement of Colored People, in accordance with its Constitution and Bylaws and the decisions of its governing bodies. I dedicate myself anew to its principles of equality and justice under law. I shall try always to keep the goals of the National Association for the Advancement of Colored People above any purely personal or individual interest that might hinder the attainment of those goals. I ask continued help of Almighty God in keeping this pledge.”