

**Unified Regulatory Plan of the
Department of Elections for State Fiscal
Year 2026**

Prepared on June 24, 2025

Description of Agency and Board

The State Board of Elections (SBE) is authorized to prescribe standard forms for voter registration and elections, and to supervise, coordinate, and adopt regulations governing the work of local electoral boards, registrars, and officers of election. The Department of Elections (ELECT) is authorized to establish and maintain a statewide automated voter registration system to include procedures for ascertaining current addresses of registrants, to require cancellation of records for registrants no longer qualified, to provide electronic applications for voter registration and absentee ballots, and to provide electronic delivery of absentee ballots to eligible military and overseas voters. The ELECT conducts the SBE's administrative and programmatic operations and discharges the SBE's duties consistent with delegated authority.

Regulations

Action/Stage or Guidance Document Forum ID (if available) N/A		
Title of Proposed Regulatory Action or Guidance Document Prohibition on Personal Use of Campaign Funds		
Brief Overview Pursuant to Acts of Assembly Chapters 535 and 537 from the 2025 Regular Session, the SBE is required to promulgate regulations regarding the prohibition on personal use of campaign funds. These regulations must be effective within 280 days of the enactment of the legislation and must be substantially similar to the regulations of the Federal Election Commission (the FEC).		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☒ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☒ Expedited Review Requested ☐ Exempt Action	☐ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	N/A	
Expected Date	December 2025	

Action/Stage or Guidance Document Forum ID (if available) N/A		
Title of Proposed Regulatory Action or Guidance Document Periodic Review of Regulations (stand-alone) For all 1VAC20 Chapters 10, 20, 40, 45, 50, 60, 70, 80, 90, and 100.		
Brief Overview Pursuant to Executive Order 19 , ORM regulatory review procedures , § 2.2-4017, and 1VAC20-10-120, the SBE is required to conduct a periodic review of regulations following each presidential election. The purpose of this review is to receive comment on all existing regulations as to their effectiveness,		

efficiency, necessity, clarity, and cost of compliance. This will be a stand-alone periodic review process.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☒ Periodic Review of Regulations	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☐ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	ELECT is currently at a 36% regulatory reduction. The purpose of this periodic review is to receive public comment as required by the statutes and policies indicated above and will consist of technical cleanups to any outdated statutory references. ELECT will also eliminate any outdated documents incorporated by reference (DIBRs).	
Expected Date	Begins December 2025	

Guidance Documents

Action/Stage or Guidance Document Forum ID (if available) N/A		
Title of Proposed Regulatory Action or Guidance Document Summaries of Campaign Finance Laws and Policies (Amendments)		
Brief Overview Consists of 6 individual documents that summarizes laws and policies concerning the Campaign Finance Disclosure Act of 2006. These summaries outline requirements for candidate campaign committees, political action committees, political parties, referendum committees, inaugural committees, and out-of-state political committees. These documents consist of a lot of the same information (such as definitions) and can be reduced and consolidated.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	The amendments will result in a reduction of 19,344 words from a total of 90,063 words between all 6 documents.	
Expected Date	December 2025	

Action/Stage or Guidance Document Forum ID (if available)
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N/A		
Title of Proposed Regulatory Action or Guidance Document SBE Policy 2008-005 Reproduction of Optical Scan Ballots		
Brief Overview The SBE grants approval to any locality which uses optical scan ballots at one or more precincts, including central absentee precinct, to use the optical scan ballot or printed reproductions of the optical scan ballot in lieu of the official paper ballot. All copies shall be made and accounted for according to instructions provided by the State Board of Elections. This SBE policy is recommended for removal based on the passage of legislation, which codified or contradicted the policy requirements.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	This removal will result in a reduction of 326 words.	
Expected Date	July 1, 2025	

Action/Stage or Guidance Document Forum ID (if available) N/A		
Title of Proposed Regulatory Action or Guidance Document SBE Policy 2008-013 Calculation of Voters Voting Precinct		
Brief Overview The SBE established a policy which stated an electoral board may properly determine that the calculation of voters voting in a precinct under § 24.2-307 may exclude absentee voters. Due to legislation which amended § 24.2-607(C) of the Code of Virginia this guidance document is no longer needed.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☒ Discretionary Action
Deregulatory Component	This removal will result in a reduction of 424 words.	
Expected Date	July 1, 2025	

Action/Stage or Guidance Document Forum ID (if available) N/A
Title of Proposed Regulatory Action or Guidance Document

SBE Policy 2009-002 Definition of “exhibit other campaign material”		
Brief Overview The SBE established a policy which defined exhibiting campaign material at polling places. However, statutory amendments to § 24.2-604(D) of the Code of Virginia ultimately codified the language in this document so it can be repealed.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☒ Discretionary Action
Deregulatory Component	This removal will result in a reduction of 286 words.	
Expected Date	July 1, 2025	

Action/Stage or Guidance Document Forum ID (if available)		
N/A		
Title of Proposed Regulatory Action or Guidance Document		
SBE Policy 2009-003 Contents of Voter History Lists Authorized by 24.2-406		
Brief Overview This policy defines the data fields the SBE may include on lists containing voter history information that are sent to authorized entities pursuant to §§ 24.2-406 and 24.2-407 of the Code of Virginia. This policy was created in 2009 when the Code of Virginia required the SBE to send voter history lists to specific eligible entities. However, with the passage of Chapter 712 of the 2015 Governor’s Acts of Assembly Chapter, this requirement was amended and delegated to ELECT so the policy is no longer required.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	This removal will result in a reduction of 310 words.	
Expected Date	July 1, 2025	

Action/Stage or Guidance Document Forum ID (if available)		
N/A		
Title of Proposed Regulatory Action or Guidance Document		
SBE Policy 2019-001 Candidate Filings for Special Elections		

Brief Overview

Establishes that no person may submit the required candidate qualification documents until an appropriate authority has issued the writ ordering the election, excepting special elections in May or November. This policy can be repealed as it was codified during the 2024 General Assembly Session in Chapter 498 of the Governor's Acts of Assembly, which amended §24.2-506(A).

Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary Action
Deregulatory Component	This removal will result in a reduction of 176 words.	
Expected Date	July 1, 2025	