



NATIONAL MEMBER BODY OF THE WORLD DANCESPORT FEDERATION · RECOGNIZED SPORT ORGANIZATION OF THE US OLYMPIC & PARALYMPIC COMMITTEE
DEDICATED TO GROWING THE QUALITY AND QUANTITY OF DANCE IN THE USA

USA Dance Policy Governing National Elections

ARTICLE I – APPLICATION

A. This policy applies to all candidates seeking election as a National Officer or DanceSport Delegate of USA Dance.

ARTICLE II – PURPOSE

A. The purpose of this policy is to provide a timely, orderly, fair and transparent nominations and elections process for all candidates while facilitating the active involvement of USA Dance members in the national elections of USA Dance.

ARTICLE III – DEFINITIONS

A. Ballot. The list of eligible candidates by election cycle seeking election as a National Officer or DanceSport Delegate of USA Dance.

B. Candidate. A member of USA Dance in good standing, as defined in the Bylaws, seeking election as a National Officer or DanceSport Delegate of USA Dance.

C. DanceSport Delegate. An Elite Championship Athlete, as defined in the Bylaws, elected in an at-large election by voting Athletes in good standing as of October 1st of an election year.

D. Election Cycle. President, Secretary, Vice President (VP) for Social Dance, VP for DanceSport Ballroom Division, DanceSport Ballroom Athlete Delegates 1, 2, 3 and 4, and DanceSport Breaking Delegates 1, 2, and 3 are elected in years evenly divisible by four to a four-year term. Senior VP, Treasurer, VP of DanceSport – Breaking Division, DanceSport Ballroom Athlete Delegates 5, 6 and 7, and DanceSport Breaking Athlete Delegates 4, 5, 6, and 7 are elected in years that are not evenly divisible by four to a four-year term.

E. National Officer. A position on the Board of Directors (Board), as defined in the Bylaws, as either President, Senior VP, Secretary, Treasurer, VP for DanceSport – Ballroom Division, VP for DanceSport – Breaking Division, or VP for Social Dance; elected in at-large election by voting members in good standing as of October 1st of an election year.

F. Non-Binary. Relating to or being a person who identifies with or expresses a gender identity that is neither entirely male nor entirely female.



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ARTICLE IV - PROCEDURES

A. Election Procedure

1. The Nominations & Elections Committee (N&EC) will publish to USA Dance membership an election procedure schedule and Nomination By Petition Form signature minimum requirements for the next election cycle by January in the year of National Elections. Once established, submission dates and signature minimum requirements may only be changed with the approval of the Executive Committee (EC).

2. The Director of Membership shall provide the number of eligible voting members by membership category effective January 1st of the election year to the N&EC to determine the minimum number of required signatures an interested candidate must attain on the Nomination By Petition Form by the position being sought for election as a National Officer or DanceSport Delegate.

a. Attainment of a minimum number of signatures on the Nomination By Petition Form from USA Dance members in good standing and eligible to vote for the position under nomination is required for all interested candidates to include National Officer or DanceSport Delegate incumbents.

b. Subject to the number of eligible voting members by membership category effective January 1st of an election year, the minimum number of required signatures on the Nomination By Petition Form are established for the following National Officer and DanceSport Delegate positions.

1) President, Senior VP, Secretary, and Treasurer will require a minimum of 100 signatures by all voting members.

2) VP for DanceSport – Ballroom Division will require a minimum of 50 signatures by the voting Athlete Ballroom Division members.

3) VP for DanceSport – Breaking Division will require a minimum of 10 signatures by the voting Athlete Breaking division members.

4) VP for Social Dance will require a minimum of 50 signatures by the voting Social Dance members.

5) DanceSport Ballroom Athlete Delegates will require a minimum of 25 signatures by the voting professional and amateur DanceSport Athlete Ballroom Division members.

6) DanceSport Breaking Athlete Delegates will require a minimum of 5 signatures by the voting DanceSport Athlete Breaking Division members.

3. The N&EC will establish April in the year of National Elections as the submission date for interested candidates to submit National Candidate Confirmation Form and completion of the USA Dance position being sought, term of office acknowledgement and candidate signature portion of the Nomination By Petition Form.



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4. The N&EC may seek qualified and willing candidates in the absence of interested candidates for National Officer or DanceSport Delegate.
5. The N&EC will establish May in the year of National Elections as the submission date for interested candidates to submit a resume, photo, and statement of no more than 500 words describing their reasons for running for election and attainment of the minimum number of signatures on the Nomination By Petition Form from USA Dance members in good standing and eligible to vote for the position under nomination.
6. The N&EC will schedule June in the year of National Elections to review interested candidates' submission of nomination materials and to conduct interviews to assure individual candidate's eligibility.
7. On or before August 1st, the N&EC shall notify the EC of the candidates being placed in the ballot by the N&EC. In the case of an uncontested election in ALL positions, in lieu of sections 8 through 16 of Section IV.A of this policy, the Chair of the N&EC shall cast a single electoral vote in the affirmative for each position and the new officers shall take office on January 1st of the year following the election.
8. In the case of a contested election in at least one of the positions, the EC shall recommend for Board approval an Election Service by August in the year of National Elections to receive, count and record the ballots.
 - a. The selected Election Service may not have Chapter, District or National Officers as employees in the department processing the USA Dance election results.
 - b. The Election Service shall not engage in campaigning or electioneering for candidates seeking election.
9. The N&EC will submit for placement on the ballot all eligible Nominees by Petition and such other qualified candidates as the Committee may approve by August in the year of National Elections.
10. The N&EC will notify the Election Service of the Ballot by August in the year of National Elections.
11. The Webmaster will establish a USA Dance National Elections landing page by August in the year of National Elections.
12. The N&EC will provide the Webmaster resumes, photos, and statements of the Ballot by August in the year of National Elections.
13. The Webmaster will place resumes, photos, and statements of the Ballot on the USA Dance National Elections landing page by August in the year of National Elections.
14. The Director of Membership shall provide the list of eligible voting members in good standing with USA Dance from those eighteen (18) years of age or older effective October 1st of the election year to the N&EC.



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15. The N&EC will provide the Election Service, a list of eligible voting members in good standing with USA Dance from those eighteen (18) years of age or older as of October 1st of an election year, by October 5th in the year of National Elections. The list of voting members in good standing will include instructions to the Election Service for the Ballot with the following adaptations:

a. President, Senior VP, Secretary, and Treasurer will be elected by all voting members of USA Dance, Inc.

b. VP for DanceSport – Ballroom Division will be elected by the following Ballroom Division voting members: Amateur DanceSport Ballroom Athlete, Pro/Am Amateur DanceSport Ballroom Athlete, Amateur DanceSport Ballroom Student, DanceSport Ballroom Advocate, Professional DanceSport Ballroom Athlete, Professional DanceSport Ballroom Coach, and Professional DanceSport Ballroom Official.

c. Effective 2026, VP for DanceSport – Breaking Division will be elected by the following Breaking division voting members: DanceSport Breaking Athlete, DanceSport Breaking Non-Adjudicator Official, DanceSport Breaking Adjudicator Official, and DanceSport Breaking Advocate.

d. VP for Social Dance will be elected by the following Social Dance voting members: Social Adult Dancer, Social Dance Teacher, and Social Dance Advocate.

e. DanceSport Ballroom Athlete Delegates will be elected by the following professional and amateur Athlete voting members: Professional DanceSport Ballroom Athlete, Amateur DanceSport Ballroom Athlete, Pro/Am Amateur DanceSport Ballroom Athlete, and Amateur DanceSport Ballroom Student. DanceSport Ballroom Athlete Delegates are:

- 1) Senior age category gender identify as male or non-binary,
- 2) Adult gender identify as female or non-binary,
- 3) Adult gender identify as male or non-binary,
- 4) Adult age gender identify as female or non-binary,
- 5) Adult gender identify as male or non-binary,
- 6) Senior gender identify as female or non-binary, and
- 7) non-gender identity or age category specific.

f. Effective 2024, DanceSport Breaking Athlete Delegates 1, 2 and 3; and effective 2026, DanceSport Breaking Athlete Delegates 4, 5, 6 and 7, will be elected by the following Athlete voting members: DanceSport Breaking Athlete. DanceSport Breaking Athlete Delegates are:

- 1) Bboy,
- 2) Bboy,
- 3) Bgirl,



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- 4) Bgirl,
- 5) Bgirl,
- 6) Bboy, and
- 7) either Bboy or Bgirl.

16. The Election Service will provide notice of ballot availability and voting instructions to all voting members of USA Dance at least 15 days before the electronic voting commences. Ballots will be available electronically to all voting members, based on their voting eligibility, during the election period including instructions on the process for casting their votes. Names will be listed alphabetically when positions are contested. If candidate is the incumbent, that will be noted on the ballot.

17. The date of National Elections are on or about November 1st of each election year.

18. The N&EC will prepare further instructions to the Election Service as needed. For example, the Ballot remains available for electronic voting from November 1st to November 10th.

19. The Election Service will provide a certified election report to the National Elections Director. Upon receipt of the certified election report and submittal to the Board, the N&EC will announce the Election Results to the membership on or about November 20th.

20. The person elected is the person receiving the plurality of votes and will take office on January 1st of the year following the election.

21. The certified election report shall be kept by the National Elections Director for a period of six months following the Date of Election for inspection by any voting member in good standing. If errors are found during this six-month period that would alter the reported results of the election the correct results shall prevail.

22. In the event questions are raised regarding an election, the Ethics and Judicial Committee shall review the matter and make appropriate recommendations to the Board. The Board's decision is final.

B. Nominations and Elections Committee Eligibility Checklist. The N&EC will provide each interested candidate with needed documents, sources and links to assist the interested candidate's understanding of the USA Dance position being sought. An Interested Candidate:

1. Must have been members in good standing for not less than one year preceding their taking office except for a break in membership, not to exceed 20 calendar days, to renew their membership.

2. Has reviewed and agrees to uphold and enforce the following:

- a. Certificate of Incorporation, as amended
- b. Bylaws
- c. Rules and Policies approved by the Board
- d. Procedures approved by the Board



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3. Attests that there exist no disciplinary restrictions limiting their ability to serve as a corporate officer for a tax-exempt organization.
4. Attests that no SafeSport or Abuse and Harassment Policy Violations are in effect.
5. Undergo required annual Safe Sport Training conducted by the vendor of choice for USA Dance.
6. Submit for an annual background check conducted by the vendor of choice for USA Dance.
7. Must meet the definition of an Independent Director per the bylaws and policies governing USA Dance if seeking the position of Senior Vice President.

C. Candidate Endorsements

1. Any member of USA Dance may campaign for the candidate of their choice. National, regional and chapter officials who endorse candidate(s) must make it clear that they are voicing a personal opinion.
2. While campaigning, candidates and supporters are urged to stress the positive qualifications of the candidate and to avoid negative comments regarding others.
3. Campaigning for candidate of choice is encouraged. Care must be exercised to ensure equal treatment of all candidates in chapter, regional and national publications. Editor of publications must verify that endorsers agree to have their names appear and opposing candidates must be offered equal space.

Approved By: Board of Directors – August 31, 2023

Effective Date: September 1, 2023

Next Review Date: June 1, 2025

Contact Person: Chairperson, Nominations & Elections Committee

Email: nominationselections-chair@usadance.org



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NATIONAL CANDIDATE CONFIRMATION FORM

This confirms my willingness to be a candidate for the USA Dance position of:

Term of office is four years – from January 1, 20 _____ through December 31, 20 _____

 (Print your name here)

 (Sign your name here)

ADDRESS AND CONTACT INFORMATION BELOW

Address: _____

City, State, Zip _____

USA Dance membership #: _____

Expiration date: _____

E-mail: _____

Home Phone: _____

Cell Phone: _____

I understand that the Nominations and Elections Committee will review submission of my nomination materials and interview me to assure my eligibility.

Please return an electronic copy of this completed form to National Elections Director, Email: nominationselections-chair@usadance.org



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NOMINATION BY PETITION FORM

This confirms my willingness to be a candidate for the USA Dance position of:

Term of office is four years – from January 1, 20 _____ through December 31, 20 _____

(Print your name here)

(Sign your name here)

In order to be considered for placement on the official ballot, attainment of the minimum number of signatures from USA Dance members in good standing and eligible to vote for the position under nomination must be collected and submitted on the Nomination by Petition Form.

Please return an electronic copy of this completed form to National Elections Director, Email: nominationselections-chair@usadance.org



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