

MLA Candidate Application Process

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Introduction

Hello and welcome to the MLA candidate selection process. You've already taken the first step by considering the MLA candidate application process and that is impressive in its own right. It's normal to feel excited, nervous or overwhelmed, but just being here is a step forward.

The path to becoming an elected representative can be challenging, but you'll have a strong BC Green team behind you and the knowledge that we're all working towards the same goal — creating a sustainable, just, thriving BC.

This form will serve as your step by step guide throughout the nomination process. If you have any questions along the way please email nominations@bcgreens.ca.

Party Values

The work of BC Greens in the legislature stems from early movements of environmental advocacy, social justice and sustainable economics. We're a member of the Global Greens, a network of municipal, regional and national parties based on six core principles:

- Sustainability
- Participatory democracy
- Social justice
- Ecological wisdom
- Non-violence
- Respect for diversity

These six core principles inspire and inform our platform and our membership. By being a member of the party, you send a message to the government and British Columbians that you're committed to the values of the party and want to create change in our province in a way that reflects these values.

Equity and diversity

As detailed above, the BC Green Party was founded on six principles, including *respect for diversity* and *participatory democracy*. These principles are fundamental to us especially when it comes to you and your journey to become a BC Green MLA. [Justice, equity, diversity, and inclusion are core values](#) that enable us to connect to, and respond to, the needs of our members, employees, and all communities within British Columbia. Our party should reflect the incredible diversity of our province and we're committed to making that happen. As part of that commitment, we built the whole application and nomination process around promoting diversity and tearing down systemic barriers. If you want to speak to someone in the party about barriers you are encountering or the

support you need, please connect with us by phone at 1-888-473-3686 or by email at info@bcgreens.ca.

Privacy

Thank you for entrusting the BC Green Party with your personal information. The integrity and privacy of your personal information is of utmost importance to us. The collection, use, and disclosure of your personal information is used solely for the purposes outlined below and is managed in accordance with the [BC Green Privacy Policy](#).

The information you provide in your MLA Candidate Application is not shared with third parties except as described in this section. Third-party service providers will only have access to the personal information as needed to perform their functions. They must process the personal information following the BC Green Privacy Policy, including the destruction of all personal information shared with them after they have completed their work.

The sources of personal information (as defined by the Personal Information Protection Act) are as follows:

- MLA Candidate Application
- Criminal record check
- Public records as searchable via the internet and other sources, including social media
- Education verification
- Driving abstract
- Credit Inquiry

Your personal information may be seen by the following entities who will only have access to the personal information as needed to perform their functions:

- Candidate Nomination Committee Members
- Returning Officer and Deputy Returning Officer(s)
- Research contractor(s) (third party service providers)
- Party Financial Agent and/or Party bookkeeper
- Provincial Council Members
- Appeals Committee Members
- Party leader
- Party staff, including the executive director

Your personal information, may be stored in the following locations:

- Secure digital storage account (G-Suite for Organizations) with password protection and two factor authentication

- The information you provide in sections 1.A, 2.A, and 2.C of your application will also be stored in the party's voter contact database and accounting software database

Your personal information will be used:

- To determine your eligibility for candidacy to become a Contestant
- For Party activities, as outlined in the BC Green Privacy Policy, including but not limited to member and supporter communication and news updates, specifically the information in sections 1.A, 2.A, and 2.C
- To supplement future applications for positions or candidacy

Please email nominations@bcgreens.ca if you have any questions or concerns about the management of your personal information.

Application Process

If you have questions about the rules or the application process, please email nominations@bcgreens.ca and a team member will respond.

The application process is as follows:

Phase 1 - Before You Apply: Eligibility	
Your status	Actions needed
Prospect	<ol style="list-style-type: none"> 1. Ensure you are eligible for election to the Legislative Assembly of BC under the BC Election Act (Section 52) as of the date of your application (Candidate Selection Rules, Part 1). 2. Confirm that you uphold and exemplify the Six Core Principles of the BC Green Party. 3. As per the Candidate Selection Rules, if you hold an internal party position, recuse yourself from any discussion related to the Candidate Selection process to avoid a real or perceived conflict of interest. 4. Review the most recent version of Election BC's Guide for Campaigns, written for the 2022 Surrey South By-Election.

Phase 2 - Completing the Application Form	
Your status	Actions needed
Prospect	<ol style="list-style-type: none"> 1. <i>As soon as possible</i> complete and submit your MLA Candidate Application. <ol style="list-style-type: none"> a. The Application is a form that you can start, save and return to later before submitting. b. You are required to upload a resume that details all of your work experience, educational history, professional designations and community involvement, including all volunteer experiences. c. You are required to upload your completed and signed Elections BC Provincial Candidate Nomination Application (320), <ol style="list-style-type: none"> i. The supplementary forms listed on page 1

	<p>and the nominator signatures are deferred until after the submission of the Application.**</p> <ul style="list-style-type: none"> ii. The \$250.00 Elections BC deposit is deferred until submission of forms to Elections BC if you are declared the Candidate. iii. Please save editable versions of all Elections BC forms so they can be adjusted in the event that electoral boundaries change before the next election and/or you decide to run in another riding. <p>d. You may also upload additional documentation that supports your application or provides clarification for a response. If providing clarification for a response, please include the relevant question to provide context.</p> <ol style="list-style-type: none"> 2. As per the Candidate Selection Rules (8.a), to complete your application submission, a cheque or e-transfer for the Non-refundable Application Fee and Refundable Compliance Fee is due within one business day of your Application submission. <ul style="list-style-type: none"> a. The Party's Financial Agent will connect with you to accept payment. b. Applicants may have the non-refundable Application Fee and refundable Compliance Fee waived to reduce systemic barriers. Please complete the fee waiver form to share your request. 3. You will receive written confirmation of your submission within one business day of your Application submission. 4. Applications will not be accepted after the close of application period for your chosen riding. 5. Failure to complete all responses wholly and accurately may delay the application process and may result in your application being declined. <p>**Please note, before the close of the Nomination Contest, or within seven (7) days of being acclaimed:</p> <ul style="list-style-type: none"> ● You must submit 125 nominations from voters who reside within your riding's boundaries. Nominations must be collected using Election BC's Provincial Candidate Nomination Application (320). ● You you must complete and submit your Statement of Disclosure Financial Disclosure Act using the Financial Disclosure Act Fact Sheet.
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Phase 3 - Application Form review

Your status	Actions needed
Applicant	<ol style="list-style-type: none"> 1. Within two business days upon receipt of your completed application and the payment of your fees (unless waived) you will receive an email request from "onlineorders@sterlingbackcheck.com" with the subject line "BC Green Party has requested that you complete an online application via eConsent". <ol style="list-style-type: none"> a. Sterling BackCheck is our third-party provider for Applicant background checks. b. <i>Please enter the requested information as soon as possible.</i> 2. Applications will be prioritized according to which Ridings' application periods are closing first. The Candidate Nomination Committee will decide the start and end date for each Riding's application period. Your application will be processed as quickly as possible. 3. The Returning Officer will notify you if your application is accepted or declined. 4. You may appeal a decision or ruling in writing to the Appeals Committee. Appeals must be received within forty-eight (48) hours of receiving notice of the decision or ruling.

Phase 4 - Vetting

Your status	Actions needed
Applicant	<ol style="list-style-type: none"> 1. All information provided in your application will be reviewed by vetting team members, as described in the candidate application form and MLA Selection Rules. 2. Vetting culminates in an interview, or interviews, following which your application will be accepted or rejected.

Phase 5 - Application Accepted or Denied

Your status	Actions needed
Contestant	<ol style="list-style-type: none"> 1. If your application is accepted after the vetting process, you become a contestant. 2. You are responsible for knowing and abiding by: <ol style="list-style-type: none"> a. MLA Candidate Selection Rules b. BC Green Party privacy regulations and policies c. BC Green Party and Elections BC financial reporting d. You are responsible for ensuring your Nomination Campaign abides by these policies and rules. 3. You and the members of your Nomination Campaign team must complete the BCGP Confidentiality and Code of Ethics Agreement. 4. You must <ol style="list-style-type: none"> a. Sign the Nomination Fundraising Agreement. b. Submit the Elections BC Appointment of Financial Agent for Contestant Form (499) <ol style="list-style-type: none"> i. As soon as possible after an appointment is made <ul style="list-style-type: none"> • A copy of this form must be delivered to the Chief Electoral Officer as described on the form • A copy of this form must be delivered to the Returning Officer for the nomination contest.

Phase 6 - Becoming the Candidate

Your status	Actions needed
Contestant	<ol style="list-style-type: none"> 1. You become the candidate, per the Candidate Selection Rules. <ol style="list-style-type: none"> a. If you are the only accepted contestant at the end of the application period, you may be appointed by the Party Leader b. If there are two or more contestants at the end of the application period, you become the candidate if you win the nomination contest.

Phase 7 - Requirements for Nomination Contest Contestants and Acclaimed Candidates

Your status	Actions needed
Contestant	<ol style="list-style-type: none"> 1. If there are two or more Contestants in a riding that meets the criteria to hold a nomination contest, a Contest must be held within seven (7) to thirty-five (35) days after the close of the Application Period. 2. Before the close of the Nomination Contest, or within 7 days of being acclaimed the following must be sent to nominations@bcgreens.ca: <ol style="list-style-type: none"> a. 125 nominations from voters who reside within the riding's boundaries. <ol style="list-style-type: none"> i. Nominations must be collected using Election BC's Provincial Candidate Nomination Application (320) ii. Collecting signatures on a tablet (320A) iii. Collecting signatures electronically (320B) iv. Collecting signatures orally (320C) b. You you must complete and submit your Statement of Disclosure Financial Disclosure Act using the Financial Disclosure Act Fact Sheet. 3. If you plan to have Nomination Campaign expenses you will need to open a Nomination Campaign bank account. You must also: <ol style="list-style-type: none"> a. Ensure your Nomination Campaign does not run a deficit. b. Keep track of your direct Nomination Campaign donations in the Google Sheet that the Party's Financial Agent will share with you and your Financial Agent. 4. As per the Candidate Selection Rules (9.c), all Nomination Contestants and acclaimed Candidates must deliver a copy of their Nomination Campaign finance report (F-NOC) to the Returning Officer within 60 days of the completion of the Nomination Contest. <ol style="list-style-type: none"> a. You must also file this report with Elections BC within 90 days after the end of the nomination contest, or within 90 days of being acclaimed. b. If you have Nomination Campaign expenses to report the additional necessary forms can be found on the Elections BC website.

Phase 8 - Additional Requirements for Nomination Contest Contestants

If there is no Nomination Contest, skip to Phase 9.

Your status	Actions needed
Contestant	<ol style="list-style-type: none"> 1. All Nomination Contestants must submit the following: <ol style="list-style-type: none"> a. Elections BC Appointment of Financial Agent for Contestant Form (499) b. Nomination Campaign finance report (F-NOC) - within 90 of the completion of the Nomination Contest. <ol style="list-style-type: none"> i. You must also deliver a copy of this report to the Returning Officer within 60 days of the Nomination Contest. 2. The Nomination Contest will be run per the Candidate Selection Rules Parts Four and Five 3. Contestants and their Nomination Campaigns must destroy any and all Personal Information collected by their Nomination Campaign within thirty-five (35) days of the completion of the Nomination Contest, or within thirty-five (35) days of a general election if a Candidate, except where retaining Personal Information is required by law.

Phase 9 - Elections BC requirements for Candidates

Your status	Actions needed
	<p>Elections BC requires you complete and submit the following forms:</p> <ol style="list-style-type: none"> 1. Elections BC Provincial Candidate Nomination Application (320) - mandatory 2. Appointment of Auditor for an Individual (321) - mandatory 3. Appointment of Financial Agent (325) - mandatory 4. Appointment of Deputy Financial Agent (326) - optional 5. Appointment of Official Agent (327) - optional 6. Statement of Disclosure Form (AG04003) - mandatory

Candidate	<p>7. Privacy Policy Template for Candidates and Former Candidates (00154) - mandatory</p> <p>8. Party Endorsement form of Candidate (324A)</p> <p>**You must also provide copies of all of the above forms to nominations@bcgreens.ca.</p> <p>The following guides are required to be reviewed:</p> <ul style="list-style-type: none">● Guide for Financial Agents (455)● Guide for Candidates (465)● Guide for Campaigns – 2022 Surrey South By-election● Statement of Disclosure Fact Sheet
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