

Academy Sources Jurisdiction Checklist - Filled Example

Completed example: Jordan Lee for Riverside Council | Prepared September 15, 2026

A completed source-verification checklist demonstrating how campaign teams distinguish operational guidance from current legal or election-authority requirements.

Jurisdiction record

Field	Completed entry
Election	Riverside municipal election - October 19, 2026
Jurisdiction	Province / municipality - fictional training example
Official election authority	Municipal returning office
Finance authority	Provincial elections agency
Privacy advice source	Authorized campaign counsel / privacy lead
Last verified	September 15, 2026 by Maya Chen

Source verification log

Topic	Primary source checked	Finding	Action
Contribution limits	Current elections agency candidate guide	Limit and eligible-donor rules differ from federal rules.	Finance lead updated call sheet and receipt workflow.
Advertising authorization	Official municipal candidate bulletin	Authorization line required on printed advertising.	Communications template corrected.
Advance voting dates	Returning office notice	Dates confirmed; one old draft was incorrect.	Website and reminder scripts updated.
Voter data handling	Campaign legal/privacy guidance	Access must be role-limited and exports minimized.	Old shared export folder removed.

Publication decision

Operational lessons may be published as general practice. Any statement about law, eligibility, finance, voting procedure, privacy obligations, or official dates must link to or cite the currently verified authority and show the verification date.

Training note: This is a fictional completed example. Campaigns should replace all entries with their own facts and verify jurisdiction-specific legal, finance, privacy, and election requirements with current official sources.