2026 General Election: Asana rollover review (Sample County)

20 tasks. Each task keeps the same number of days from the milestone it depends on, using 2024 and 2026 dates from the Florida Division of Elections. Moved: 0. Flagged for you: 5 (orange rows). Tasks landing on an office holiday: 0. The “New due date (2026)” column is exactly what is in 2026 GE import.csv.

#	Task	Section	Depends on (milestone)	Timing vs. milestone	Milestone date 2024	Old due date (2024)	Milestone date 2026	New due date (2026)	Rule type	Result	What I did / what you need to know	Law	As of 10/01/2026
1	Order sample ballot printing	Ballots	Ballot final for first mailing (military & overseas ballots, 45 days out)	8 days before	Sat 09/21/2024	Fri 09/13/2024	Sat 09/19/2026	**Fri 09/11/2026**	Office target	Kept	Ballot wording has to be final before the first ballots mail to military and overseas voters (Sat 9/19). Kept the same 8-day lead as 2024. Sample ballots must reach voters at least 7 days before the election (Tue 10/27).	s. 101.20, F.S.	Past
2	Proof sample ballot	Ballots	Ballot final for first mailing (military & overseas ballots, 45 days out)	15 days before	Sat 09/21/2024	Fri 09/06/2024	Sat 09/19/2026	**Fri 09/04/2026**	Office target	Kept	Same chain as the printing order: proof 15 days before the first ballots mail, as in 2024.	s. 101.20, F.S.	Past
3	Mail domestic vote-by-mail ballots	Vote-by-mail	Domestic vote-by-mail mailing deadline (33rd day before)	Same day	Thu 10/03/2024	Thu 10/03/2024	Thu 10/01/2026	**Thu 10/01/2026**	Set by law	Kept	Law: mail between the 40th and 33rd day before the election (Thu 9/24 to Thu 10/1). Kept the last day of the window, as in 2024.	s. 101.62(3)(b), F.S.	Due today
4	Mail UOCAVA ballots	Vote-by-mail	Military & overseas (UOCAVA) mailing deadline (45 days before)	Same day	Sat 09/21/2024	Sat 09/21/2024	Sat 09/19/2026	**Sat 09/19/2026**	Set by law	**FLAGGED: weekend, set by law**	The 45-day deadline is a Saturday. It is a “no later than” deadline, so mailing Fri 9/18 would also be legal. I left the legal date for you to decide.	s. 101.62(3)(a), F.S.	Past
5	Last day to request a mailed ballot: staff the phones	Vote-by-mail	Deadline to request a mailed ballot (12th day before)	Same day	Thu 10/24/2024	Thu 10/24/2024	Thu 10/22/2026	**Thu 10/22/2026**	Set by law	Kept	Law: requests are due by 5 p.m. on the 12th day before the election.	s. 101.62(3)(c), F.S.	
6	Book closing: final registration push	Registration	Book closing (29th day before)	Same day	##########	##########	##########	##########	Set by law	Kept	Law: 29th day before the election. (If that day were a Sunday or legal holiday, the books would close the next day; not an issue in 2026.)	s. 97.055, F.S.	
7	Canvassing board L&A test	Canvassing board	Start of early voting	9 days before	Sat 10/26/2024	Thu 10/17/2024	Sat 10/24/2026	**Thu 10/15/2026**	Office target	Kept	Kept 9 days before early voting starts, as in 2024. Law: the test can be no more than 25 days before early voting begins (earliest Tue 9/29) and needs 48 hours’ public notice. Re-check if Sample County adds optional early voting days.	s. 101.5612, F.S.	
8	Publish canvassing board notice	Canvassing board	Canvassing board L&A test (the board’s first meeting)	20 days before	Thu 10/17/2024	Fri 09/27/2024	Thu 10/15/2026	**Fri 09/25/2026**	Office target	Kept	Kept 20 days before the L&A test, as in 2024. Law requires at least 48 hours’ public notice of board meetings.	s. 102.141(1), F.S.	Past
9	Early voting sites: confirm leases	Early voting	Early voting site designation deadline (30th day before)	37 days before	Sun 10/06/2024	Fri 08/30/2024	Sun 10/04/2026	**Fri 08/28/2026**	Office target	Kept	Sites must be designated and reported to the state by Sun 10/4. Kept the same 37-day lead as 2024.	s. 101.657(1), F.S.	Past
10	Early voting begins (mandatory period)	Early voting	Start of early voting (10th day before)	Same day	Sat 10/26/2024	Sat 10/26/2024	Sat 10/24/2026	**Sat 10/24/2026**	Set by law	**FLAGGED: weekend, set by law**	Law sets the start on the 10th day before the election, a Saturday, so it can’t move. I couldn’t find Sample County’s actual 2026 early voting days; this is the state-required minimum. Counties may add days Mon 10/19 to Fri 10/23.	s. 101.657(1)(d), F.S.	
11	Early voting ends	Early voting	End of early voting (3rd day before)	Same day	Sat 11/02/2024	Sat 11/02/2024	Sat 10/31/2026	**Sat 10/31/2026**	Set by law	**FLAGGED: weekend, set by law**	Law sets the required period to end on the 3rd day before the election, a Saturday, so it can’t move. Counties may add Sun 11/1.	s. 101.657(1)(d), F.S.	
12	Poll worker training: clerks	Poll workers	Election Day	21 days before	Tue 11/05/2024	Tue 10/15/2024	Tue 11/03/2026	**Tue 10/13/2026**	Office target	Kept	Kept 3 weeks before Election Day, as in 2024. Poll worker appointments are due the next day (Wed 10/14, s. 102.012).	s. 102.014, F.S.	
13	Deliver supplies to polling places	Election Day	Election Day	1 day before	Tue 11/05/2024	##########	Tue 11/03/2026	##########	Office target	Kept	Day before Election Day, as in 2024.		
14	Election Day	Election Day	Election Day	Same day	Tue 11/05/2024	Tue 11/05/2024	Tue 11/03/2026	**Tue 11/03/2026**	Set by law	Kept	Set by law: first Tuesday after the first Monday in November.	s. 100.031, F.S.	
15	Provisional ballot canvass	Canvassing board	Provisional ballot proof-of-eligibility deadline (5 p.m., 2nd day after)	Same day	Thu 11/07/2024	Thu 11/07/2024	Thu 11/05/2026	**Thu 11/05/2026**	Must be on/after milestone	Kept	Voters have until 5 p.m. this day to bring proof of eligibility. Canvass on or after that, same as 2024.	s. 101.048, F.S.	
16	First unofficial results due	Canvassing board	First unofficial results deadline (noon, 4th day after)	Same day	Sat 11/09/2024	Sat 11/09/2024	Sat 11/07/2026	**Sat 11/07/2026**	Set by law	**FLAGGED: weekend, set by law**	Due to the state by noon on the 4th day after the election, a Saturday. It can’t move later; you can file early if the count is done. Plan Saturday staffing.	s. 102.141, F.S.	
17	Post-election audit selection	Canvassing board	Certification of official results (task 18)	Same day, right after (2024: 3 days before)	Fri 11/15/2024	Tue 11/12/2024	Fri 11/13/2026	**Fri 11/13/2026**	Must be on/after milestone	**FLAGGED: timing changed**	In 2024 this was 3 days BEFORE certification. The DOS audit manual adopted in Rule 1S-5.026 says the random selection can’t happen until after certification. I set it to Fri 11/13, right after the board certifies. The 24-hour meeting notice can go out before certification: post it by Thu 11/12 (office closed Wed 11/11). The audit must be done and public by 11:59 p.m. Fri 11/20.	Rule 1S-5.026, F.A.C.	
18	Certify official results	Canvassing board	County official results deadline (noon, 13th day after)	3 days before	##########	Fri 11/15/2024	##########	**Fri 11/13/2026**	Must be on/after milestone	Kept	Kept 3 days before the noon state deadline (Mon 11/16), as in 2024. That is also the last day overseas ballots can arrive (Fri 11/13), so certify after that day’s mail is checked.	s. 102.112, F.S.	
19	Post election results archive to website	Communications	Certification of official results (task 18)	7 days after	Fri 11/15/2024	Fri 11/22/2024	Fri 11/13/2026	**Fri 11/20/2026**	Must be on/after milestone	Kept	Kept 1 week after certification, as in 2024.		
20	Return early voting site keys	Early voting	End of early voting	6 days after	Sat 11/02/2024	Fri 11/08/2024	Sat 10/31/2026	**Fri 11/06/2026**	Must be on/after milestone	Kept	Kept 6 days after early voting ends, as in 2024.		

Milestone dates: 2024 vs. 2026 General Election (from the Florida Division of Elections calendars)

Each state date below is from the DOS "Election Dates and Activities Calendar" for that year (copies in the Sources folder). Last verified 10/01/2026.

Milestone	Rule	2024 date	2026 date	Law	DOS calendar pages	Used by task #	Notes
Mail ballots to military & overseas voters (UOCAVA): deadline	No later than 45 days before the election	Sat 09/21/2024	Sat 09/19/2026	s. 101.62(3)(a), F.S.	2024 cal. p.22; 2026 cal. p.14	1, 2, 4	
Domestic vote-by-mail mailing window opens	40th day before the election	Thu 09/26/2024	Thu 09/24/2026	s. 101.62(3)(b), F.S.	2024 cal. p.22; 2026 cal. p.14		Reference only: first day the domestic mailing may start.
Earliest day for the public L&A test	No more than 25 days before early voting starts	Tue 10/01/2024	Tue 09/29/2026	s. 101.5612, F.S.	2024 cal. p.22; 2026 cal. p.15		The L&A test window opens here; the test must happen before early voting starts.
Domestic vote-by-mail mailing: last day of window	33rd day before the election	Thu 10/03/2024	Thu 10/01/2026	s. 101.62(3)(b), F.S.	2024 cal. p.23; 2026 cal. p.15	3	
Early voting sites designated and reported to the state	No later than the 30th day before the election	Sun 10/06/2024	Sun 10/04/2026	s. 101.657(1), F.S.	2024 cal. p.23; 2026 cal. p.15	9	
Book closing (registration deadline)	29th day before the election	Mon 10/07/2024	Mon 10/05/2026	s. 97.055, F.S.	2024 cal. p.23; 2026 cal. p.15	6	
Poll worker appointment deadline	At least 20 days before the election	Wed 10/16/2024	Wed 10/14/2026	s. 102.012, F.S.	2024 cal. p.23; 2026 cal. p.16		Reference only (not a task in the project).
Deadline to request a mailed ballot	5 p.m. on the 12th day before the election	Thu 10/24/2024	Thu 10/22/2026	s. 101.62(3)(c), F.S.	2024 cal. p.24; 2026 cal. p.16	5	
Early voting begins (state-required period)	10th day before the election	Sat 10/26/2024	Sat 10/24/2026	s. 101.657(1)(d), F.S.	2024 cal. p.24; 2026 cal. p.17	7, 10	Sample County's actual early voting days: NOT FOUND (made-up county; DOS posts county 2026 General Election early voting info after 10/4/2026). Used the state-required period, 10/24 to 10/31/2026. Counties may add days 10/19 to 10/23 and 11/1.
Sample ballots mailed or emailed to voters: deadline	At least 7 days before the election	Tue 10/29/2024	Tue 10/27/2026	s. 101.20, F.S.	2024 cal. p.25; 2026 cal. p.17		Reference only (not a task in the project).
Early voting ends (state-required period)	3rd day before the election	Sat 11/02/2024	Sat 10/31/2026	s. 101.657(1)(d), F.S.	2024 cal. p.25; 2026 cal. p.18	11, 20	Same as above: state-required period used because Sample County's schedule wasn't found.
Election Day	1st Tuesday after the 1st Monday in November	Tue 11/05/2024	Tue 11/03/2026	s. 100.031, F.S.	2024 cal. p.26; 2026 cal. p.18	12, 13, 14	
Provisional ballot proof-of-eligibility deadline	5 p.m. on the 2nd day after the election	Thu 11/07/2024	Thu 11/05/2026	s. 101.048, F.S.	2024 cal. p.27; 2026 cal. p.19	15	
First unofficial results due to the state	Noon on the 4th day after the election	Sat 11/09/2024	Sat 11/07/2026	s. 102.141, F.S.	2024 cal. p.27; 2026 cal. p.19	16	
Second unofficial results due (only if a recount was ordered)	3 p.m. on the 9th day after the election	Thu 11/14/2024	Thu 11/12/2026	s. 102.141, F.S.	2024 cal. p.27; 2026 cal. p.20		Reference only; applies only if a recount is ordered.
Last day overseas ballots can arrive	Received within 10 days after the election	Fri 11/15/2024	Fri 11/13/2026	s. 101.6952(5), F.S.	2024 cal. p.28; 2026 cal. p.20		
County official results due to the state	Noon on the 13th day after the election	Mon 11/18/2024	Mon 11/16/2026	s. 102.112, F.S.	2024 cal. p.28; 2026 cal. p.20	18	
State Elections Canvassing Commission certifies	By 8 a.m. on the 14th day after the election	Tue 11/19/2024	Tue 11/17/2026	s. 102.111, F.S.	2024 cal. p.28; 2026 cal. p.20		Reference only.
Canvassing board L&A test (office date, task 7)	9 days before early voting starts (office choice)	Thu 10/17/2024	Thu 10/15/2026		Office plan	8	The canvassing board notice is timed from this meeting.
Certification of official results (office date, task 18)	3 days before the state deadline (office choice)	Fri 11/15/2024	Fri 11/13/2026		Office plan	17, 19	Audit selection and the website archive are timed from this.
Voting system audit: must be finished and public	11:59 p.m. on the 7th day after certification	Fri 11/22/2024	Fri 11/20/2026		Office plan		Counted from the certification date above (s. 101.591, F.S.; Rule 1S-5.026).

Office holidays 2026 (from “Office holidays 2026.docx”)

Date	Holiday	2026 task due that day?
Thu 01/01/2026	New Year's Day	None
Mon 01/19/2026	Martin Luther King Jr. Day	None
Mon 05/25/2026	Memorial Day	None
Fri 07/03/2026	Independence Day (observed)	None
Mon 09/07/2026	Labor Day	None
Wed 11/11/2026	Veterans Day	None
Thu 11/26/2026	Thanksgiving	None
Fri 11/27/2026	Day after Thanksgiving	None
Fri 12/25/2026	Christmas Day	None

HOW THE DATES WERE SET

Method	For each task I picked the milestone it really depends on and measured how many days before or after it the task fell in 2024. I then applied the same gap to the 2026 date of that milestone. Milestone dates come from the DOS calendars, not from shifting the 2024 dates.	
Weekends and holidays	An office-target task that landed on a weekend or one of the 9 office holidays would move to the business day before. Tasks set by law, or that must happen on or after a milestone, were flagged instead and left on their computed date. Result: nothing needed moving. Four tasks land on a Saturday because the law puts them there, and they are flagged.	
Changed timing	Post-election audit selection: the 2024 plan had it 3 days before certification. The DOS audit procedures manual (Form DS-DE 410, adopted in Rule 1S-5.026) says the random selection can't happen until after certification, so the 2026 date is right after certification. Flagged for your OK.	https://flrules.org/Gateway/reference.asp?No=Ref-14412
Early voting days	Sample County's actual early voting schedule could not be found. The DOS early voting page says county General Election info will be posted after 10/4/2026. I used the state-required period (Sat 10/24 to Sat 10/31/2026). If the county adds optional days (Mon 10/19 to Fri 10/23, Sun 11/1), re-check tasks 7, 8, 10, and 11.	https://dos.fl.gov/elections/for-voters/voting/early-voting/
Before you import	Tasks dated before today (10/01/2026) will show as overdue in Asana. They are marked "Past" on the Tasks sheet.	

ASANA IMPORT FORMAT

File	2026 GE import.csv: 20 tasks, same names, sections, and descriptions as the 2024 export, new 2026 due dates.	
Columns	Name, Description, Section, Assignee (left blank), Due Date. Header row in title case with Name first, per Asana's "Prepare data for CSV import" help page.	https://help.asana.com/s/article/preparing-data-for-csv-import?language=en_US
Date format	MM/DD/YYYY (US month/day/year), per the same Asana help page.	https://help.asana.com/s/article/preparing-data-for-csv-import?language=en_US
Columns left out	Task ID, Created At, Completed At, Last Modified, Assignee Email, Projects, Parent task (all blank), and Tags. These are export-only fields or 2024 data. Asana's help pages don't list Tags as an importable column. Each task's owner role is still in its description ("Owner role: ...").	https://help.asana.com/hc/en-us/articles/23456004809627-Advanced-CSV-import-options
How to import	In Asana: create a new project named "2026 General Election", choose Import > CSV, upload 2026 GE import.csv, check that each column maps to the matching field, then import. Importing adds tasks; it doesn't change existing ones.	https://help.asana.com/s/article/preparing-data-for-csv-import?language=en_US

SOURCES (last verified 10/01/2026)

DOS 2024 calendar	Election Dates and Activities Calendar 2024-2025 (copy: Sources\DOS 2024.pdf)	https://files.floridados.gov/media/708068/binder1-master-election-dates-activities-calendar-2024-25.pdf
DOS 2026 calendar	Election Dates and Activities Calendar, 2026 Election Cycle, rev. 7/13/2026 (copy: Sources\DOS 2026.pdf)	https://files.floridados.gov/media/711204/2026-calendar-20260713.pdf
DOS election dates page	2026 General Election key dates	https://dos.fl.gov/elections/for-voters/election-dates/
DOS early voting page	Early voting periods; county General Election info posted after 10/4/2026	https://dos.fl.gov/elections/for-voters/voting/early-voting/
Rule 1S-5.026, F.A.C.	Post-Election Certification Voting System Audit (copy: Sources\1S-5.026.doc)	https://www.flrules.org/gateway/ruleNo.asp?id=1S-5.026
Form DS-DE 410	Procedures Manual for Post-Election Certification Voting System Audits (copy: Sources\DS-DE 410.docx)	https://flrules.org/Gateway/reference.asp?No=Ref-14412
Florida Statutes (Online Sunshine)	ss. 97.055, 100.031, 101.048, 101.20, 101.5612, 101.591, 101.62, 101.657, 101.6952, 102.012, 102.014, 102.111, 102.112, 102.141. Links are on the Tasks and Milestones sheets.	http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0101/Sections/0101.62.html
Asana: Prepare data for CSV import	Column names, column order, date format	https://help.asana.com/s/article/preparing-data-for-csv-import?language=en_US
Asana: Advanced CSV import options	Parent Task column for subtasks and other options	https://help.asana.com/hc/en-us/articles/23456004809627-Advanced-CSV-import-options