



Voting Assistance Officer Training Civilian Version

2008-2009

As of September 26, 2008



Introduction



Welcome to the 2008-2009 Voting Assistance Officer Training. This training provides information to help you ensure that overseas citizens understand their voting rights and how to participate in the absentee voting process.





Introduction



- In 2008, elections will be held for:



U.S. President/Vice President



35 U.S. Senators



435 U.S. Representatives

Thousands of State/Local Offices and
Questions/Referenda





Introduction



- This training program consists of five main sections:
 - [UOCAVA, FVAP and You](#)
 - [The Civilian Voting Assistance Officer](#)
 - [The Absentee Voting Process](#)
 - [Available Resources](#)
 - [Quick Review and Certification](#)

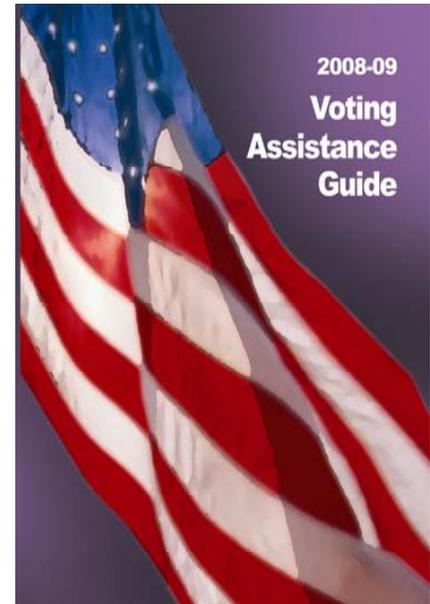


Introduction



Your primary resources as VAO include:

- The 2008-2009 *Voting Assistance Guide* (VAG)
 - It is beneficial to have a hardcopy of the VAG, the Federal Post Card Application (FPCA), and the Federal Write-In Absentee Ballot (FWAB) with you throughout this training
 - Footnotes in the slides will refer you to specific locations in the VAG for more information
- The Federal Voting Assistance Program
 - Website: www.fvap.gov
 - Toll Free Number: 1-800-438-VOTE (8683)
 - Email: vote@fvap.ncr.gov
- Your Chief Voting Action Officer





UOCAVA, FVAP, and You



This section of the VAO training program will provide you with information on:

- The *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*
- The Federal Voting Assistance Program





UOCAVA, FVAP, and You



- The Director, Federal Voting Assistance Program (FVAP), administers the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)* on behalf of the Secretary of Defense
- *UOCAVA* requires each federal department and agency with personnel covered by the Act to have a voting assistance program
- The FVAP biennial Voting Action Plan and Department of Defense Directive 1000.4 establish policy and guidelines for carrying out an effective voting assistance program
- Your job as a VAO is to help to ensure that citizens understand their voting rights and how to register and vote absentee under *UOCAVA*



UOCAVA, FVAP, and You



- *UOCAVA* requires states and territories to allow citizens covered under the Act to register and vote absentee in elections for Federal offices
- States and territories have their own laws that allow *UOCAVA* citizens to vote in state and local elections
- U.S. citizens allowed to vote under *UOCAVA* include:
 - Members of the U.S. Uniformed Services (on active duty) and merchant marine;
 - Their family members
 - U.S. citizens residing outside the U.S.
- *UOCAVA* covers more than six million potential voters worldwide

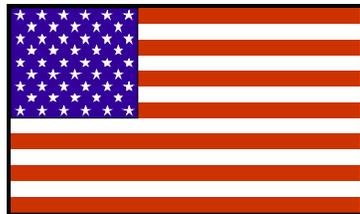




UOCAVA, FVAP, and You



- The goals of the Federal Voting Assistance Program (FVAP) and VAOs worldwide are to:
 - Inform and educate U.S. citizens worldwide of their right to vote,
 - Foster voting participation,
 - Protect the integrity of, and enhance, the electoral process at the federal, state, and local levels, and
 - Promote effectiveness and efficiency in the administration of the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*
- The FVAP works with U.S. citizen organizations overseas to provide absentee voting information to their membership



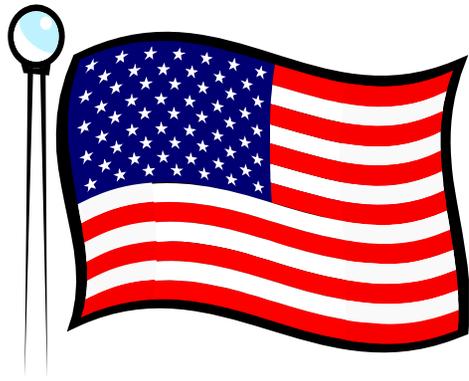


The Civilian Voting Assistance Officer



This section of the VAO training program will provide you with information on:

- Your Chief Voting Action Officer
- Your responsibilities as a VAO
- The voting assistance plan
- The continuity folder





The Civilian Voting Assistance Officer



- Within the Department of State, individuals at varying levels are responsible for implementing, managing, and carrying out voting assistance operations
- The following slides provide an overview of voting assistance operations within the Department of State.





The Civilian Voting Assistance Officer

Department of State



Secretary of State: Hon. Condoleezza Rice

**Assistant Secretary of State for Consular Affairs:
Ambassador Janice Jacobs**

Deputy Assistant Secretary for Overseas Citizens Services: Hon. Michelle Bond

Chief Voting Action Officer: Ms. Elizabeth Gracon
Phone: (202) 736-4986
Email: votinginfo@state.gov
Web: http://travel.state.gov/law/info/info_2964.html

YOU – The Voting Assistance Officer



The Civilian Voting Assistance Officer



Your responsibility as a VAO:

- Learn the absentee voting process
- Become familiar with the *Voting Assistance Guide* (VAG) and the FVAP website (www.fvap.gov)
- Attend an in-person FVAP workshop or complete this CD Rom/web-based training
- Sign up to receive the FVAP *Voting Information News* (send an email to vote@fvap.ncr.gov)
- Let others know that you are available as a resource and provide your contact information
- Expand citizen outreach to include civic groups, American Chambers of Commerce, colleges and universities, and similar organizations



The Civilian Voting Assistance Officer



Your responsibility as a VAO (continued)

- Plan and ensure that overseas U.S. citizens and their eligible family members are informed of current absentee voting procedures
- Overseas Citizen's Voters Week (June 28-July 7, 2008)
 - Plan voting assistance activities such as non-partisan voter registration drives and encourage participation in the democratic process
- Absentee Voting Week (October 12-18, 2008)
 - During Absentee Voting Week, use media to notify voters to return the voted ballot immediately, and notify those who have not received their ballot to use the Federal Write-In Absentee Ballot

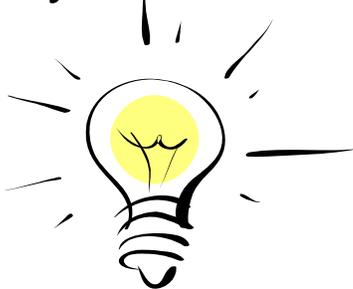


The Civilian Voting Assistance Officer



Your responsibility as a VAO (continued)

- Ensure delivery of the Federal Post Card Application (FPCA) to overseas U.S. citizens by October 15, 2007 for early Presidential Primaries and by August 15, 2008
- Remind voters to include email address, phone and fax numbers on the FPCA so local election officials can contact them if they have questions
- Submit feedback to the Director, the FVAP, by January 2009, on the voter outreach efforts conducted during the election year, including good ideas and lessons learned





The Civilian Voting Assistance Officer



- Federally employed VAOs may provide only non-partisan voting procedures and information
- You may not distribute any literature from candidates, political parties, or partisan organizations
- Organizations become partisan when they endorse or imply endorsement of candidates or identify with issues in a campaign
- The Hatch Act provides information on political activities by government employees (www.osc.gov/hatchact.htm)



The Civilian Voting Assistance Officer



- In order to successfully carry out the duties of a VAO, it is important to have an effective voting assistance plan. To create an effective plan, consider the following activities:
 - Encourage citizens to learn about the candidates and the issues and to vote
 - Distribute all voting materials and information in a timely manner
 - Hold a non-partisan voter information briefing or registration drive
 - Attend a local FVAP workshop





The Civilian Voting Assistance Officer



Creating an effective voting assistance plan (continued)

- Display the 2008 Election Dates and motivational posters
- Reach out to younger citizens (18-24) who have statistically lower voter participation rates
- Include American organizations, associations and corporations in your absentee voting activities

Election Dates

The chart lists the 2008 Presidential and State primary election dates in all the states, the District of Columbia and U.S. Territories, primary runoff dates (if applicable), states with U.S. Senate races, number of U.S. Representative seats up for reelection and Congressional terms.

The General Election is Tuesday, November 4.

State	Presidential Primary	State Primary	State Runoff Primary	General Election
Alabama	February 22	February 22	None	Nov 4
Alaska	February 22	February 22	None	Nov 4
Arizona	February 22	February 22	None	Nov 4
Arkansas	February 22	February 22	None	Nov 4
California	February 22	February 22	None	Nov 4
Colorado	February 22	February 22	None	Nov 4
Connecticut	February 22	February 22	None	Nov 4
Delaware	February 22	February 22	None	Nov 4
District of Columbia	February 22	February 22	None	Nov 4
Florida	February 22	February 22	None	Nov 4
Georgia	February 22	February 22	None	Nov 4
Hawaii	February 22	February 22	None	Nov 4
Idaho	February 22	February 22	None	Nov 4
Illinois	February 22	February 22	None	Nov 4
Indiana	February 22	February 22	None	Nov 4
Iowa	February 22	February 22	None	Nov 4
Kansas	February 22	February 22	None	Nov 4
Kentucky	February 22	February 22	None	Nov 4
Louisiana	February 22	February 22	None	Nov 4
Maine	February 22	February 22	None	Nov 4
Maryland	February 22	February 22	None	Nov 4
Massachusetts	February 22	February 22	None	Nov 4
Michigan	February 22	February 22	None	Nov 4
Minnesota	February 22	February 22	None	Nov 4
Mississippi	February 22	February 22	None	Nov 4
Missouri	February 22	February 22	None	Nov 4
Montana	February 22	February 22	None	Nov 4
Nebraska	February 22	February 22	None	Nov 4
Nevada	February 22	February 22	None	Nov 4
New Hampshire	February 22	February 22	None	Nov 4
New Jersey	February 22	February 22	None	Nov 4
New Mexico	February 22	February 22	None	Nov 4
New York	February 22	February 22	None	Nov 4
North Carolina	February 22	February 22	None	Nov 4
North Dakota	February 22	February 22	None	Nov 4
Ohio	February 22	February 22	None	Nov 4
Oklahoma	February 22	February 22	None	Nov 4
Oregon	February 22	February 22	None	Nov 4
Rhode Island	February 22	February 22	None	Nov 4
South Carolina	February 22	February 22	None	Nov 4
South Dakota	February 22	February 22	None	Nov 4
Tennessee	February 22	February 22	None	Nov 4
Texas	February 22	February 22	None	Nov 4
Utah	February 22	February 22	None	Nov 4
Vermont	February 22	February 22	None	Nov 4
Virginia	February 22	February 22	None	Nov 4
Washington	February 22	February 22	None	Nov 4
West Virginia	February 22	February 22	None	Nov 4
Wisconsin	February 22	February 22	None	Nov 4
Wyoming	February 22	February 22	None	Nov 4

This information is current as of 11/15/07. Visit our website for the most up-to-date. Some dates are subject to change from the Department of State's Secretary Assistance Program website at www.dhs.gov.

Contact the Civilian Voting Assistance Officer at:
 Name: _____
 Location: _____
 Phone: _____
 Email: _____

Call for more information on the
 1-800-852-2355
 877-336-2343
 202-693-0100



Voting Assistance Guide p. 7; 8



The Civilian Voting Assistance Officer



Creating an effective voting assistance plan (continued)

- Disseminate copies of the “Frequently Asked Questions for Overseas Citizens” (Appendix D of the VAG)
- Utilize the motivational “Get Out The Vote” public service announcements in print, audio, and video format in local media (contact [FVAP](#) for copies)
- Send your good ideas and lessons learned to your Chief Voting Action Officer

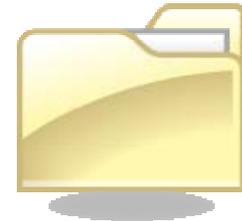


The Civilian Voting Assistance Officer



The Continuity Folder

- Create and maintain a continuity folder/file for your reference and to ensure that your successor understands what he or she is supposed to do
- Partial list of items for your continuity folder:
 - Current *Voting Assistance Guide*
 - Absentee voting forms (FPCA, FWAB)
 - Election Dates Calendar
 - Voting assistance good ideas and lessons learned
 - Recent *Voting Information News* and *Voting News Releases*
 - VAO Training

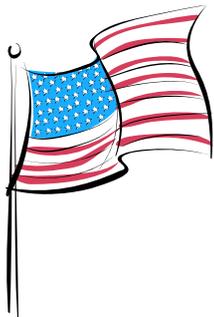




The Absentee Voting Process



- This section of the training program will provide you with information on:
 - The basic *UOCAVA* absentee voting process
 - Registering and requesting a ballot
 - The Federal Post Card Application (FPCA)
 - Electronic alternatives
 - Legal voting residence
 - The State Special Write-In Absentee Ballot
 - The Federal Write-In Absentee Ballot





The Absentee Voting Process



Voting Requirements

- All states and territories have two basic voter requirements:
 - A voter must be a U.S. citizen, and;
 - At least 18 years old on election day in order to vote (some states permit a 17-year old to vote in primary election if he or she will be 18 by the date of the general election)



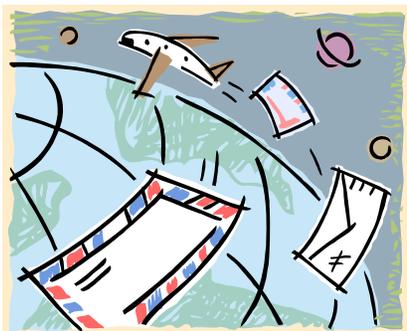


The Absentee Voting Process



The Voting Process

- The absentee voting process permits citizens covered by *UOCAVA*, who will be away from their local polling places on election day, to register, request a ballot, and vote through the mail (or an alternative method if allowed by the state)
- In order to receive a ballot in a timely manner, it is very important that citizens keep their local election officials informed of address changes





The Absentee Voting Process

Registration and Ballot Request



- The Federal Post Card Application (FPCA) is a postage-paid form for use by absentee voters covered under UOCAVA and is available through State Department distribution channels
- The On-Line Version of the FPCA, (OFPCA) is an alternative to the card stock FPCA, available at www.fvap.gov
- Chapter Three of the *Voting Assistance Guide* provides voting procedures for all states and territories, including
 - Registration and ballot request deadlines
 - State ballot mail out timeframes
 - Ballot return deadlines
 - Electronic transmission alternatives



The Absentee Voting Process

Registration and Ballot Request



- In most states and territories, the FPCA serves as a valid request for absentee voter registration and/or absentee ballot request, regardless of whether the sender was registered prior to submitting the FPCA
- In all states and territories, one FPCA can be used to request both primary and general election ballots for Federal offices through two regularly scheduled general elections for Federal office
- Due to the mobility of *UOCAVA* citizens, FVAP recommends that each citizen submit an FPCA to his or her state of legal residence in January of each year and again each time there is a change in the citizen's mailing address or other pertinent voter information



The Absentee Voting Process



The Federal Post Card Application

FRONT

BACK

(After completion, fold to inside and seal before mailing.)
WARNING: Knowingly presenting false information in this application could result in criminal sanctions.
 Standard Form 76 (Rev. 10-2005)

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM (Mark only one):

(a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT

(b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY

(c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

2. MY INFORMATION (Required)

a. TYPED OR PRINTED NAME (Last, First, Middle) _____ b. PREFIX (Mr., Mrs., Ms., Dr., etc.) _____ c. PREVIOUS NAME (if applicable) _____

c. SEX M F d. RACE _____ e. DATE OF BIRTH _____ f. SOCIAL SECURITY NUMBER _____ g. STATE DRIVER'S LICENSE OR U.S. NUMBER _____

h. TELEPHONE NUMBER (No. DDI number; include all international prefixes) _____ i. FAX NUMBER (No. DDI number; include all international prefixes) _____

3. MY VOTING RESIDENCE ADDRESS (Required) (Military, use legal residence. Overseas citizens, use last legal residence in U.S.)

a. NUMBER AND STREET (Include ZIP Code) _____

b. CITY/TOWN OR VILLAGE _____ c. COUNTY _____ d. STATE _____ e. ZIP CODE _____

4. WHERE TO SEND MY VOTING MATERIALS

a. MY CURRENT ADDRESS (Where I live now) (Required) _____ b. MY HOME/RESIDENCE ADDRESS (If any; complete only if you do not want your ballot mailed to the address in Block 4a.) _____

5. MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections.) _____

6. ADDITIONAL INFORMATION (Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.) _____

7. AFFIRMATION (Required)
 I swear or affirm, under penalty of perjury, that:

- I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
- I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
- I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and
- I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
- My signature and date below indicate when I completed this document, and
- The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signature: _____ Date: _____ (Witness/Notary and address (if required)) _____ Date: _____

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law. Adobe Designer 6.0

Standard Form 76 Back (Rev. 10-2005)

PRIVACY ACT STATEMENT

AUTHORITY: 42 USC 1973ff. Title 1 - Registration and Voting by Absentee Uniformed Services Voters and Overseas Voters in Elections for Federal Office.

PRINCIPAL PURPOSE: Serves as an application for registration and/or request for absentee ballot for all persons covered by the Uniformed and Overseas Citizens Absentee Voting Act.

DISCLOSURE: Voluntary; however, failure to provide the necessary information may keep the petitioner's jurisdiction from processing this request and may prevent you from voting absentee.

SPECIFIC INSTRUCTIONS FOR COMPLETION.

Please use the *Voting Assistance Guide* for specific state-by-state information when completing this form. Type or print legibly. Assistance and information regarding the use and completion of this form, as well as specific state information may be obtained from military Unit Voting Assistance Officers, U.S. Embassy and Consular Voting Assistance Officers, or organizations of U.S. citizens overseas and <http://www.fvap.gov>.

Block 1. Place an X only in one block. Marking Block 1(c) generally means that you were a resident of that state before departing the U.S. and your intent to return at some time in the future is uncertain. Marking Block 1(c) applies for a Federal ballot only (if one is printed by the state).

Block 2. MY INFORMATION. Block 2d. RACE. This information is requested from some states for statistical purposes by the Department of Justice in their enforcement of the Voting Rights Act and the National Voter Registration Act. See *Voting Assistance Guide*.

Block 3. MY VOTING RESIDENCE ADDRESS. Enter the complete legal voting residence address (including county) where you ACTUALLY LIVED in the state or territory. Your right to vote in your state and determination of your voting precinct depend on the physical location of your residence while you were in the state. DO NOT USE A POST OFFICE BOX NUMBER. In an area with no street names, indicate route name and number and box number. Also provide any additional information necessary to physically describe your residence location. If you have never lived in the U.S., check the *Voting Assistance Guide* for the states that allow you to vote using a parent's voting residence address.

Block 4. WHERE TO SEND MY VOTING MATERIALS. Block 4a is the complete mailing address where you are now living. If you have an alternate address or an address of a mail forwarding service that delivers your mail more quickly, enter that address in Block 4b. If your state allows absentee ballots to be sent via e-mail or fax, check the appropriate box in Block 4c. See *Voting Assistance Guide*. This form should be resubmitted every time you change your mailing address.

Block 5. MY POLITICAL PARTY PREFERENCE. This is an optional entry. However, this information is required by most states in order to vote in primary elections. Consult the *Voting Assistance Guide* for any specific state information required.

Block 6. ADDITIONAL INFORMATION.

(1) Provide any information that may assist the local election official in approving this application. It would be helpful if you provide the date you left lived at the address in Block 2a and if you list a name and telephone number of a local contact in the aware the local election official cannot contact you and has a question concerning the application.

(2) If you were previously registered to vote in a jurisdiction other than the one in which you are applying, indicate "previously registered in (state)." (3) Submission of this form serves as a request to receive ballots for all Federal elections held through the next two regularly scheduled general elections. If you do not wish to receive ballots for that length of time, you may request a ballot for each election for Federal office held in the next election year OR a ballot for only the next scheduled election for Federal office by noting your choice in Block 6. (Depending on your state of residence, you may also receive ballots for State and local offices during the selected period as well.) (4) If your state provides a special state write-in ballot and you are requesting one, indicate the reason you are requesting a special write-in ballot or place a sticker from the *Voting Assistance Guide* in this section.

Block 7. AFFIRMATION. Ensure that you read the oath, sign, and enter the date you completed the form in the spaces provided. Not all states require a witness or notary, and state laws vary regarding the voting of convicted felons. Consult your state section of the *Voting Assistance Guide* or your Voting Assistance Officer for your state's requirements.

MAILING INSTRUCTIONS. Fold and seal using the adhesive tabs so that the local election official's address is on the outside. DO NOT STAPLE.

(Fold to outside)

FROM: _____
 (Your name and current complete military or overseas mailing address)





PAR AVION

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703 8.0

TO: _____



The Absentee Voting Process

Registration and Ballot Request



Electronic Alternatives

- Many states and territories allow the electronic transmission (faxing or emailing) of the FPCA, and some allow electronic transmission of the Federal Write-In Absentee Ballot and other election materials
- Chapter Three of the *Voting Assistance Guide* details which electronic alternatives are available in each state and territory
- Where electronic transmission is allowed by state law, refer to Appendix B of the voting assistance guide for detailed transmittal instructions





The Absentee Voting Process

Registration and Ballot Request



- As a VAO, citizens will come to you for assistance in filling out the forms required to register and vote absentee under *UOCAVA*
- The following slides will walk through the process of completing and submitting the FPCA and the Federal Write-In Absentee Ballot
- This process will be presented from your standpoint as a VAO providing assistance to an overseas U.S. citizen, Jane, who is working temporarily overseas in England and wants to register and vote in the November general election



The Absentee Voting Process

Registration and Ballot Request



FPCA Block 1: Registration and Absentee Ballot Request

- Because Jane is outside the U.S. temporarily, she will check box (b)
- This information determines, in some states, whether a voter receive a partial ballot (only Federal offices) or full ballot (Federal and non-Federal)

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)	
1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM <i>(Mark only one)</i> :	
<input type="checkbox"/>	(a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
<input checked="" type="checkbox"/>	(b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
<input type="checkbox"/>	(c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY



The Absentee Voting Process Registration and Ballot Request



- How to distinguish block 1(b) from 1(c):
 - Marking block 1(b) generally means that you were a resident of that State before departing the U.S. and your intent to return at some time in the future is uncertain
 - Marking block 1(c) applies for a federal ballot only (if one is printed by the state)

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM *(Mark only one)*:

(a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT

(b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY

(c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY



The Absentee Voting Process Registration and Ballot Request



FPCA Block 2: My Information

Block 2d

- Information on race is requested from some States for statistical purposes by the U.S. Department of Justice in their enforcement of the Voting Rights Act and the National Voter Registration Act
- In no case will any state reject Jane's application if she leaves block 2d blank**

2. MY INFORMATION					
a. TYPED OR PRINTED NAME (Last, First, Middle)				SUFFIX (Jr., Sr., III, etc.)	b. PREVIOUS NAME (if applicable)
Smith, Jane, Lorraine					
c. SEX	d. RACE	e. DATE OF BIRTH	f. SOCIAL SECURITY NUMBER	g. STATE DRIVER'S LICENSE OR I.D. NUMBER	
<input type="checkbox"/> M <input checked="" type="checkbox"/> F		05 7 1985	- - 11 25 XY - 1 45 25 7 1 7 7 2		
h. TELEPHONE NUMBER (No DSN number; include all international prefixes)			i. FAX NUMBER (No DSN number; include all international prefixes)		
23- 145 - 14- 5777 145			23- 1 45- 14- 67 8791 4 5		
j. EMAIL ADDRESS					
j.j.pdf57@hawkstooth.com					



The Absentee Voting Process

Registration and Ballot Request



Block 2g

- Some states require a state driver's license or I.D. number. You advise Jane to check Chapter Three of the *Voting Assistance Guide* to see what her state requires for block 2g.

Block 2h, 2i, and 2j

- While not required in any state, you strongly encourage Jane to provide a telephone, fax number, and email.
- Most states currently allow the faxing and some States allow emailing of some or all election materials – check the *Voting Assistance Guide* for specific requirements.

2. MY INFORMATION					
a. TYPED OR PRINTED NAME (Last, First, Middle)				SUFFIX (Jr., Sr., III, etc.)	b. PREVIOUS NAME (if applicable)
Smith, Jane, Lorraine					
c. SFX	d. RACE	e. DATE OF BIRTH	f. SOCIAL SECURITY NUMBER	g. STATE DRIVER'S LICENSE OR I.D. NUMBER	
<input type="checkbox"/> M <input checked="" type="checkbox"/> F		05 7 1985	- - 11 25 XY - 14 52 57 1 77 2		
h. TELEPHONE NUMBER (No DSN number; include all international prefixes)			i. FAX NUMBER (No DSN number; include all international prefixes)		
23 - 145 - 14 - 5777 145			23 - 145 - 14 - 67 8791 45		
j. EMAIL ADDRESS					
j.j.pdf57@hawkstooth.com					



The Absentee Voting Process

Registration and Ballot Request



Block 2h, 2i, and 2j (continued)

- Even if the state does not allow faxing or emailing of official materials, the citizen's fax number and email address may help the local election official get in touch with the individual if there is a problem.
- Be sure to include country & city codes when providing your telephone and fax numbers. The number should be listed as it would be dialed from the United States. Do not use DSN numbers, as local election officials do not have access to the DSN network.

2. MY INFORMATION					
a. TYPED OR PRINTED NAME (Last, First, Middle)				SUFFIX (Jr., Sr., III, etc.)	b. PREVIOUS NAME (if applicable)
Smith, Jane, Lorraine					
c. SEX	d. RACE	e. DATE OF BIRTH	f. SOCIAL SECURITY NUMBER	g. STATE DRIVER'S LICENSE OR I.D. NUMBER	
<input type="checkbox"/> M <input checked="" type="checkbox"/> F		05 17 1985	- - 1125 XY-1452571772		
h. TELEPHONE NUMBER (No DSN number; include all international prefixes)			i. FAX NUMBER (No DSN number; include all international prefixes)		
23-145-14-5777145			23-145-14-67879145		
j. EMAIL ADDRESS					
jj.pdf57@hawkstooth.com					



The Absentee Voting Process

Registration and Ballot Request



FPCA Block 3: My Voting Residence Address

- The information that Jane enters here will determine which ballot she will be sent
- Note: **never** use a post office box
- Jane is pretty sure that her voting residence is in California, but she has asked you for help in making sure
- The following slides will provide some general guidelines on this topic and discuss where Jane is able to vote

3. MY VOTING RESIDENCE ADDRESS (Required) <small>(Military, use legal residence. Overseas citizens, use last legal residence in U.S.)</small>				
a. NUMBER AND STREET <small>(Cannot be a P.O. Box)</small>				
122 Maple Terrace				
b. CITY, TOWN OR VILLAGE		c. COUNTY	d. STATE	e. ZIP CODE
Mayville		Somewhere	CA	95555-1111



The Absentee Voting Process

Registration and Ballot Request



Voting Residence

- Each voter must have a legal voting residence address in a state or territory to vote in U.S. elections
- Your right to vote in your State and determination of your voting precinct depend on the physical location of your residence while you were in the State
- Residence remains the same, even though you may have no remaining connection to your former address
- Final determinations on issues of voting residence are made by the local election officials
- Voters should provide as much information as possible on the FPCA to help ensure successful registration and ballot request



The Absentee Voting Process

Registration and Ballot Request



Voting Residence: Overseas Citizens

- A citizen outside the United States (not affiliated with the federal government) can vote in the state or territory where he or she last resided immediately prior to departing the United States even if many years have elapsed, and the voter maintains no residence in the state or territory, and the voter's intent to return to that state or territory may not be certain
- As for Jane, since California is where she had her last legal residence before departing for England, California is where she will vote absentee



The Absentee Voting Process

Registration and Ballot Request



Citizens who have never resided in the U.S.

- As of October 2007, the following states allow U.S citizens who have never resided in the U.S. to vote through their parents last legal voting residence in the U.S:

- Arizona
- Colorado
- Delaware
- Georgia
- Hawaii
- Iowa
- Massachusetts
- Michigan
- Nebraska
- New York
- North Dakota
- Oklahoma
- Rhode Island
- Tennessee
- West Virginia
- Wisconsin



The Absentee Voting Process

Registration and Ballot Request



FPCA Block 4: Where to send my voting materials

- Since Jane is renting a home in England, she enters her mailing address at that location (section 4a)
- You remind Jane to notify her local election official ASAP if/when she has an address change
- Jane can check Chapter Three of the VAG to see if her state permits faxing or emailing of the ballot

4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)
Jane Lorraine Smith	
100 FVAP Drive	
London WIP7HR	
England	
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY:	
<input type="checkbox"/> MAIL	<input type="checkbox"/> FAX <input type="checkbox"/> EMAIL



The Absentee Voting Process

Registration and Ballot Request



- Block 4(b) of the FPCA includes a section that a voter can use to enter a forwarding address (section 4b)
- For example, Jane's co-worker Joanne is working temporarily in a rural part of Mexico that has unreliable mail service
- Joanne enters her current address in Mexico, but also provides a forwarding address to her company's El Paso Texas office
- When Joanne's ballot arrives at the El Paso office, a corporate or private courier service will deliver the ballot to Joanne in Mexico

4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)
Joanne J. Jones	ACME Corporation
Abandonado 5 - 11	Attn: Joanne J. Jones
01111 DESHABITADO, CHIH	100 Federal Voting Drive
MEXICO	El Paso, TX 79901
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY: <input type="checkbox"/> MAIL <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL	



The Absentee Voting Process

Registration and Ballot Request



Block 4c

- In addition to postal mail, some states allow voters to receive balloting materials via fax and email. See Chapter Three of the *Voting Assistance Guide* to find out what transmission options are available in your state.

4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	b. MY FORWARDING ADDRESS (NOTE: Complete 4b. only if you do not want your ballot mailed to the address in Block 4a.)
Joanne J. Jones	ACME Corporation
Abandonado 5 - 11	Attn: Joanne J. Jones
01111 DESHABITADO, CHIH	100 Federal Voting Drive
MEXICO	El Paso, TX 79901
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY: <input type="checkbox"/> MAIL <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL	



The Absentee Voting Process

Registration and Ballot Request



FPCA Block 5: Political Party Preference

- Political party preference is required in most states to participate in partisan primary elections
- In a partisan primary election, candidates from a political party are chosen to represent that party in a subsequent general election
- After checking her state's requirements in Chapter Three of the VAG, Jane enters her political party preference so that she can vote in the upcoming primary
- Note that even if Jane did not enter party preference, she would still receive the November general election ballot

5. MY POLITICAL PARTY PREFERENCE *(Optional, but may be required by states to register to vote in primary elections):*

Abcdef Party



The Absentee Voting Process Registration and Ballot Request



FPCA Block 6: Additional Information

- Here Jane can specify the time period in which she wants to receive ballots for Federal elections, otherwise, she will receive ballots through the next two regularly scheduled general elections
- If Jane submits her FPCA in September of 2007, she will receive ballots for each election for Federal office held in her State through the 2008 and 2010 general elections – however, Jane is encouraged to submit the FPCA in January of each year, and whenever she has a change of address
- This is also where Jane could request a State Special Write-in Absentee Ballot (see next slide) if her state provides this option

6. ADDITIONAL INFORMATION *(Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.)*



The Absentee Voting Process

State Special Write-In Absentee Ballot



- Before moving on, it is important to note that some states offer a state special write-in absentee ballot to assist *UOCAVA* citizens who know before the election that they will be unable to use their state's regular absentee voting procedures due to lack of regular mail service
 - For example, if Jane knows that she will be living overseas in an isolated or remote area where mail service is limited or unavailable, she can refer to Chapter Three of the VAG to see if her state offers the state special write-in absentee ballot
 - If it does she can request to receive this ballot in block 6 of the FPCA
 - The state special write in absentee ballot generally includes local, state, and Federal offices



The Absentee Voting Process Registration and Ballot Request



FPCA Block 7: Affirmation

- After reading the affirmation, Jane signs and dates the application
- You remind Jane that by signing the FPCA, she is verifying her information under the penalty of perjury
- Some states require that a witness or notary sign the application
- After checking her state's requirement in Chapter Three of the VAG, Jane learns that a witness/notary is not required

7. AFFIRMATION	
I swear or affirm, under penalty of perjury, that:	
1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and	
2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and	
3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and	
4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and	
5. My signature and date below indicate when I completed this document, and	
6. The information on this form is true and complete to the best of my knowledge.	
I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.	
Signed: <u>Jane L. Smith</u>	Date: <u>08072006</u>
	(Witness/Notary and address (if required))
	Date:
	M M D D Y Y Y Y



The Absentee Voting Process

Registration and Ballot Request



Jane is now ready to mail her FPCA:

- First, she checks her state's requirements in Chapter Three of the VAG to make sure she complies with any/all state deadlines
- Next, she looks in her state's section of the VAG for the mailing address of her local election official
- She enters the complete address for the local election official on the FPCA mailing envelope
 - You notify Jane that if she mails her FPCA through the U.S. Post Office (including APO/FPO) or diplomatic pouch, she should not write "USA" in the address line of the mailing envelope, as this could cause delay
 - Note that if Jane is using a foreign country's postal service, she will have to apply local postage, and she should write "USA" in the address line of the mailing envelope



The Absentee Voting Process

Registration and Ballot Request



- Next, Jane enters her current mailing address overseas in the upper left corner of the envelope – not her legal voting residence address
- Finally, Jane folds the FPCA, seals it, and places it in the mail

FROM:
(Voter name and current complete military or overseas mailing address)

Jane Lorraine Smith
100 FVAP Drive
London W1P7JH
England

MAILING ENVELOPE:
International airmail postage is required if not mailed in the U.S. Postal System or APO/FPO System, or Diplomatic Pouch.

U.S. Postage-Paid
39 USC 3408

PAR AVION

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMN 703.0

TO: Somewhere County Board of Elections
Mayville Office Building
100 Corner Street
Mayville, CA 95555-2222

FPCA, SF 76, Rev. 2005 — Mailing Side





The Absentee Voting Process

Registration and Ballot Request



- When the local election official receives Jane's FPCA he/she will process the form and send the ballot to Jane's mailing address, provided that Jane meets the state residency requirements and her FPCA was fully completed
- Jane is encouraged to call, fax, or email her local election official to verify that her application was processed.
- Voters can verify their registration status online in over 27 states, Puerto Rico, and Washington D.C. (see slide 69)
- Jane should receive her regular state absentee ballot from the local election official in time for her to vote and return the ballot by the state's deadline for counting



The Absentee Voting Process

Federal Write-In Absentee Ballot



- Occasionally, even though a *UOCAVA* voter has submitted a complete and timely FPCA, he/she may not receive the ballot in time to return it by the state's deadline
- In situations like this, *UOCAVA* citizens may use the Federal Write-In Absentee Ballot (FWAB)
- The FWAB is a back-up or "emergency" ballot that can be used by *UOCAVA* citizens in general elections for Federal offices
- The FWAB is pre-positioned at U.S. Embassies, Consulates, and overseas citizen organizations throughout the world and available online at www.fvap.gov





The Absentee Voting Process

Federal Write-In Absentee Ballot



To be eligible to use the FWAB, citizens must meet three specific requirements:

- (1) Be a Uniformed Service member (or eligible family member), or a U.S. Citizen overseas (including APO/FPO)
- (2) The citizen's request for a regular ballot was received by the local election official at least 30 days before the election or before the state registration/ballot request deadline, whichever is later
- (3) The citizen did not receive the requested regular absentee ballot from the state



The Absentee Voting Process

Federal Write-In Absentee Ballot



Voter's Declaration/Affirmation

WARNING: Knowingly presenting false information in this application could result in criminal sanctions. Standard Form 168A (Rev. 10-2005)

VOTER'S DECLARATION/AFFIRMATION - FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)

1. **I AM** (Mark only one):
 A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
 A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
 A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY

1.B. I ALSO REQUEST VOTER REGISTRATION (where permitted by state law)

2. **MY INFORMATION (Required)**
 2.1. **TYPED OR PRINTED NAME (Last, First, Middle)** _____
 2.2. **SEX** M F 2.3. **RACE** _____ 2.4. **DATE OF BIRTH (MM/DD/YYYY)** _____ 2.5. **SOCIAL SECURITY NUMBER** _____ 2.6. **COPIES OF (Do, At, Etc.)** _____ 2.7. **PRECEDING NAME(S) IF APPLICABLE** _____

2.8. **STATE DRIVER'S LICENSE OR ID NUMBER** _____

3. **TELEPHONE NUMBER (In Day Number; House at the National Capital)** _____ 3.1. **FAX NUMBER (If Applicable; House at the National Capital)** _____

4. **EMAIL ADDRESS** _____

5. **MY VOTING RESIDENCE ADDRESS (Required)** (Military: use legal residence. Overseas citizens, use last legal residence in U.S.)

6. **HOME TELEPHONE NUMBER** _____ 6.1. **COUNTRY** _____ 6.2. **STATE** _____ 6.3. **ZIP CODE** _____

7. **WHERE TO SEND MY VOTING MATERIALS**
 7.1. **MY CURRENT ADDRESS (Where I Must Receive)** _____
 7.2. **MY FORWARDING ADDRESS (Where I Would Like My Ballot Sent)** _____

8. **MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections)** _____

9. **ADDITIONAL INFORMATION** (Designate the period for which you want to receive future ballots. See instructions. Consult your state page of the Voting Assistance Guide for additional information requested.)

10. **AFFIRMATION (Required)**
 I swear or affirm, under penalty of perjury, that:
 1. I am a member of the Uniformed Services or Merchant Marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
 2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
 3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been restored, and
 4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
 5. My application for a regular absentee ballot was mailed in time to be received by the local election official 30 days prior to this election, or the date specified, whichever is later, and
 6. I have not received the requested ballot, and
 7. I understand that if my regular absentee ballot is received by the local election official in time to be counted, that ballot will be counted and this write-in ballot will be voided, and
 8. I have voted and sealed this ballot in private and have not allowed any person to observe the marking of this ballot, except for those authorized to assist voters under state or Federal law and I have not been influenced, and
 9. I am a Uniformed Services member, or dependent, who is absent from my voting jurisdiction, or I am an overseas citizen and have submitted this ballot from outside the U.S., or I file with the rules specified provisions to allow me to mail this ballot inside the U.S., and
 10. My signature and date below indicate when I completed this document, and
 11. The information on this form is true and complete to the best of my knowledge.
 I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Sign: _____ Date: _____ Sign: _____ Date: _____
 (MM/DD/YYYY) (MM/DD/YYYY) (MM/DD/YYYY) (MM/DD/YYYY)

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

Write-In Ballot/Security Envelope

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

PRESIDENT/PRESIDENT ELECT

U.S. SENATOR

U.S. REPRESENTATIVE/DELEGATE**/RESIDENT COMMISSIONER**

ADDITIONAL
 *Legal residents of the District of Columbia may vote only for President/Pres. Elect and Delegate.
 **Legal residents of American Samoa, Guam, Puerto Rico and the U.S. Virgin Islands may vote only for Delegate or Resident Commissioner to the Congress.

Some states allow the Federal Write-In Absentee Ballot to be used by military and overseas citizen voters in elections other than general elections or for offices other than Federal offices. Consult your state section in the Voting Assistance Guide to determine your state policy. If you are eligible to use this ballot to vote for offices or candidates other than those listed above, please indicate in the space provided below the office for which you wish to vote for: Congress, Governor, Senator, Mayor, State Senator, etc., and the name and/or party affiliation of the candidate for whom you wish to vote.

OFFICE _____ CANDIDATE NAME or PARTY AFFILIATION _____

Standard Form 168 (Rev. 2005) (Separate sheet) (Use reverse side for additional space)

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

Standard Form 168 (Rev. 2005)

Mailing Envelope

FROM: _____
 (View state and correct recipient address or address mailing label)

U.S. Postage Paid 39 DEC 2006

PAR AVION

ELECTRONIC MAIL

MAILING ENVELOPE
 International Postal Service Universal Cover sealed in the U.S. Postal Format or eSOPPO System, or Diplomatic Post.

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

TO: _____



The Absentee Voting Process

Federal Write-In Absentee Ballot



- It is 24 days before the general election, and Jane has returned to you for additional assistance
- Jane has not received her absentee ballot and she is concerned that there is not enough time to return it in time to be counted
- As a VAO, you know that FVAP recommends that a *UOCAVA* voter who has not received his/her ballot by the 25th day before the election should complete and submit the FWAB





The Absentee Voting Process

Federal Write-In Absentee Ballot



- First, you tell Jane to read all instructions carefully before completing the Declaration/Affirmation, which is very similar to the FPCA
- Next, you notify Jane that, as with the FPCA, some states require that a notary/witness sign the FWAB, so she should check Chapter Three of the VAG to find out what is required in his state
- Jane signs and dates at the bottom of Declaration/Affirmation



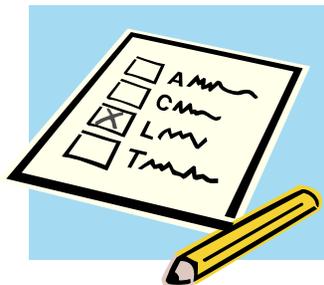


The Absentee Voting Process

Federal Write-In Absentee Ballot



- Jane is now ready to complete the write-in ballot, but before she does so, you explain to her that:
 - The FWAB is used for Federal offices in general elections, so she can write in her preferred candidates for the Office of President and Vice President, U.S. Senator, and U.S. Representative
 - For each office, she may write in either a candidate's name or a political party designation
 - Some states have expanded the use of the FWAB for state and local offices as well, so she should check Chapter Three of the VAG to see if her state allows her to write-in these offices





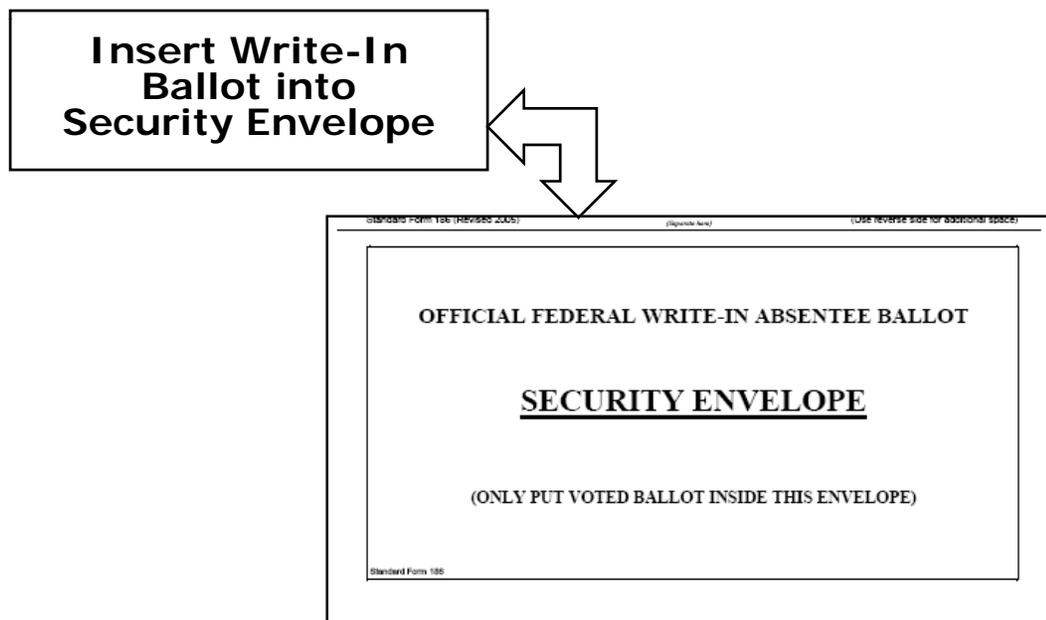
The Absentee Voting Process

Federal Write-In Absentee Ballot



Jane is now ready to mail the FWAB after writing in her choices

- First, Jane detaches the write-in ballot from the security envelope, folds it, then inserts it into the security envelope and seals it



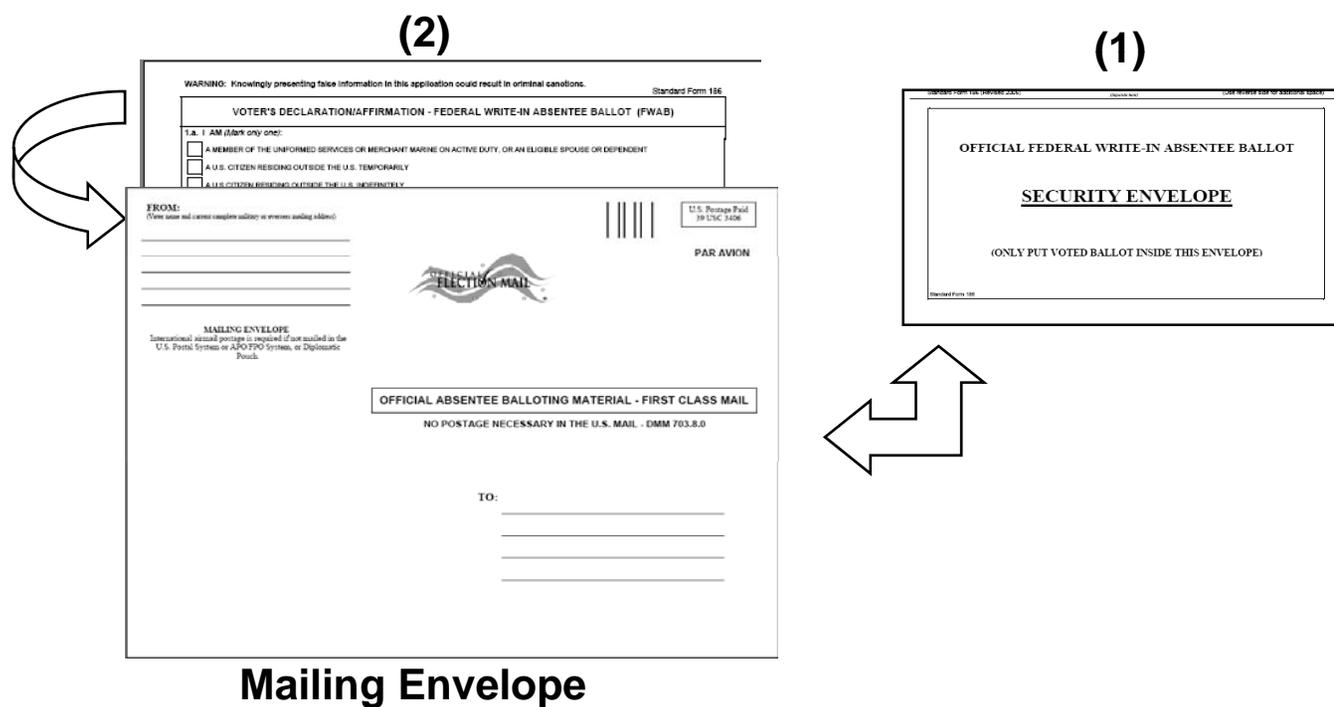


The Absentee Voting Process

Federal Write-In Absentee Ballot



- Next, Jane inserts (1) the sealed security envelope (containing the voted write-in ballot) and (2) the Declaration/Affirmation into the mailing envelope





The Absentee Voting Process

Federal Write-In Absentee Ballot



- Jane looks in her state’s section of the VAG for the mailing address of her local election official
- She enters the complete address for the local election official on the FWAB mailing envelope
 - You notify Jane that if she is mailing her FWAB through the U.S. Post Office (including APO/FPO), she should not write “USA” in the address line of the mailing envelope, as this could cause delay
 - Note that if Jane is using a foreign country’s postal service, she will have to apply local postage, and she should write “USA” in the address line of the mailing envelope



The Absentee Voting Process

Federal Write-In Absentee Ballot



- Next, Jane enters her mailing address in the upper left corner of the envelope – not her legal voting residence address
- You remind Jane that before mailing, she needs to review the voter checklist that is provided on the mailing envelope
- Notify Jane that, if possible, she should ask the mail clerk to hand stamp the FWAB envelope for proof of timely mailing
- Finally, Jane places the FWAB in the mail

FROM: James Larry Smith
Company FVAP
APO AP 94321

U.S. Priority Mail
201-204-7449

PAR AVION

ELECTION MAIL

MAILING ENVELOPE
Informational and postage to recipient is provided as the U.S. Postal Service or APO/FPO System, or Diplomatic Post.

OFFICIAL ABSENTEE MAILING MATERIAL - FIRST CLASS MAIL
NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

To: Somewhere County Board of Elections
Mayville Office Building
100 Corner Street
Mayville, CA 95555-2222





The Absentee Voting Process

Federal Write-In Absentee Ballot



- Two days after mailing the FWAB, Jane receives her regular state absentee ballot. You advise Jane that she should vote and return the ballot immediately.
- As with the FWAB, the regular ballot must be signed, dated, and postmarked by the day of the election
- If the regular ballot arrives by the deadline for receipt of absentee ballots, the state will count the regular ballot instead of the FWAB because it will be a more complete ballot
- Jane should return her regular ballot (up to and including the day of the election) regardless of its receipt date because her state may allow late counting of these ballots from overseas citizens



Available Resources



- This section provides information on resources available to you as a VAO, including:
 - The FVAP website, FVAP contact information, and FVAP workshops
 - Your State Department Chief Voting Action Officer
 - Voting News Releases
 - Voting Information News (VIN)
 - Election Dates and motivational posters
 - Get Out the Vote Campaign
 - State Voter Registration Verification Websites
 - Frequently asked questions



Available Resources



www.fvap.gov

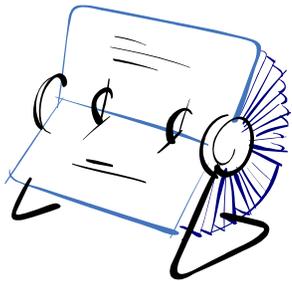
- The FVAP website provides:
 - All of the FVAP's informational materials
 - Election information
 - The online *Voting Assistance Guide*
 - The online Federal Post Card Application (OFPCA)
 - The online Federal Write-In Absentee Ballot (OFWAB)
 - Links to state election sites, Federal government sites and overseas U.S. citizen organizations
 - Additional information and resources for VAOs



Available Resources



- Contact your State Department Voting Action Officer
- The State Department Chief Voting Action Officer is responsible for voting assistance operations within the Department of State and is your primary link to information about the Department's voting program
 - See slide 12 to find contact information for the State Department Chief Voting Action Officer and Deputy Voting Action Officer





Available Resources



Contact the FVAP

- VAOs and UOCAVA citizens may contact the FVAP directly via email, telephone or fax
 - FVAP Email: vote@fvap.ncr.gov
 - Toll-free in the U.S: 1-800-438-VOTE (8683)
 - DSN (military): 425-1584
 - Commercial: 703-588-1584
 - Fax: 703-696-1352
 - Toll-free international numbers are available at www.fvap.gov and on the back cover of the VAG





Available Resources



Voting News Releases

- Voting News Releases provide time-sensitive periodic news releases that inform and educate VAOs and UOCAVA citizens about the latest critical information on election dates, absentee registration, ballot request, and voting procedures
- Voting News Releases are available online at www.fvap.gov and sent directly via email to VAOs
- Sign up to receive the Voting News Releases by sending an email to vote@fvap.ncr.gov





Available Resources



Voting Information News (VIN)

- The VIN is a monthly newsletter published by the FVAP which contains up-to-date articles and information on elections, absentee registration and voting procedures, a “To Do” list for VAOs, and other voting related matters that may affect UOCAVA citizens
- The VIN is sent to VAOs by email or regular mail
- Sign up to receive the VIN by sending an email to vote@fvap.ncr.gov
- Current and back issues are available at www.fvap.gov



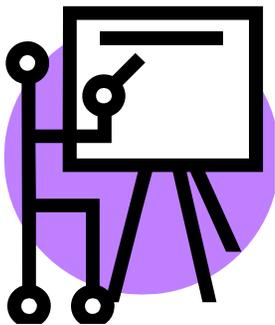


Available Resources



FVAP Training

- The FVAP conducts in-person workshops for training VAOs at various locations around the globe and at FVAP headquarters in Washington D.C.
- Training highlights instructions for completing the forms, responsibilities of the VAO and the resources available to conduct a successful voting assistance program
- This VAO training workshop presentation is available online





Available Resources



Election Dates and Motivational Posters

- The 2008 Election Dates poster provides Federal and state election dates and contains space at the bottom for the VAOs contact information
- The motivational poster helps promote awareness and stimulate interest in voting with a message obtained through the FVAP Slogan Contest
- VAOs receive the posters through normal distribution channels or by contacting their SVAO
 - The posters can also be downloaded at www.fvap.gov

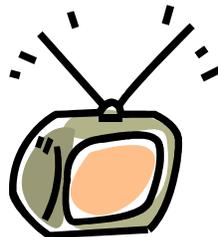


Available Resources



Get Out the Vote Campaign (GOTV)

- The GOTV campaign consists of motivational public service announcements encouraging U.S. citizens worldwide to register and vote
- Announcements are available in print, audio, and video formats for use by state and local officials, as well as by VAOs in local media worldwide
- Call the FVAP or visit www.fvap.gov for more information





Available Resources



Voter Registration Verification

- Voters can verify their registration status online in 27 states, the District of Columbia, and Puerto Rico
- Links to these “State Voter Registration Verification Websites” are provided at www.fvap.gov





Available Resources



Frequently Asked Questions (FAQs)

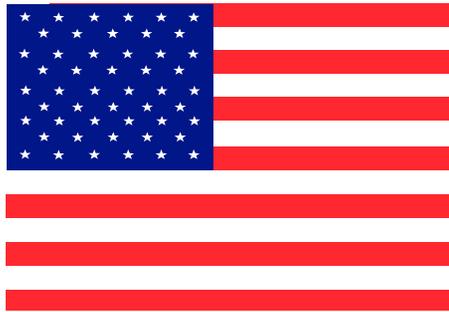
- FAQs for Uniformed Service Members are available online and in Appendix C of the *Voting Assistance Guide*
- The FAQs provides answers on a variety of *UOCAVA* and election topics, including:
 - Qualifying to Vote Absentee & Determining Where to Vote
 - Registering and Requesting an Absentee Ballot
 - Casting Your Vote
 - Problems Receiving a Ballot
 - Other Election Information
 - United States Election Overview



Quick Review



The following is a quick review of the main points to remember from this training program. After you finish the review, you may complete the Certificate of Training.





Quick Review



- Individuals covered under UOCAVA include:
 - Active duty members of the Uniformed Services & their eligible family members
 - Members of the Merchant Marine & their eligible family members
 - U.S. Civilians residing outside the United States
- VAOs help to ensure that U.S. citizens understand their voting rights and how to register and vote absentee under *UOCAVA*
- The FVAP biennial Voting Action Plan and DOD Directive 1000.4 establish policy and guidelines for an effective voting assistance program



Quick Review



- The primary resources for a VAO include:
 - The *Voting Assistance Guide*
 - The FVAP website
 - The Department of State Chief Voting Action Officer
- An effective voting assistance plan includes:
 - Distributing voting materials in a timely manner
 - Displaying the Election Dates and motivational posters
 - Planning voting assistance activities
- All states have two basic voting requirements
 - A voter must be a citizen of the U.S
 - At least 18 years old (17 in some states if 18 by the general election)



Quick Review



- The Federal Post Card Application (FPCA) can be used by *UOCAVA* voters to register and request a ballot
 - The FPCA is available online
 - Voters should send in a new FPCA in January of each year or if/when there is a change of address
- The Federal Write-In Absentee Ballot (FWAB) is a backup or emergency ballot that *UOCAVA* citizens can use in general elections for Federal office
 - The FWAB is available online
 - Citizens must meet the three specific criteria to use the FWAB
- The FVAP conducts in-person workshops in Washington D.C. and around the world



Certification



Congratulations on completing the 2008-2009 Voting Assistance Officer Training! The following slide contains the Certificate of Completion. Please fill in your name, organization, command, or activity, and date at the bottom.

Thank you for your participation and for your service as a Voting Assistance Officer.



Department of Defense
Federal Voting Assistance Program



Certificate of Training

On-line/CD ROM Workshop for Voting Assistance Officers

Presented To

Command, Activity or Organization, Location

A handwritten signature in cursive script, appearing to read "R. H. Brunell".

Director, Federal Voting Assistance Program

Date