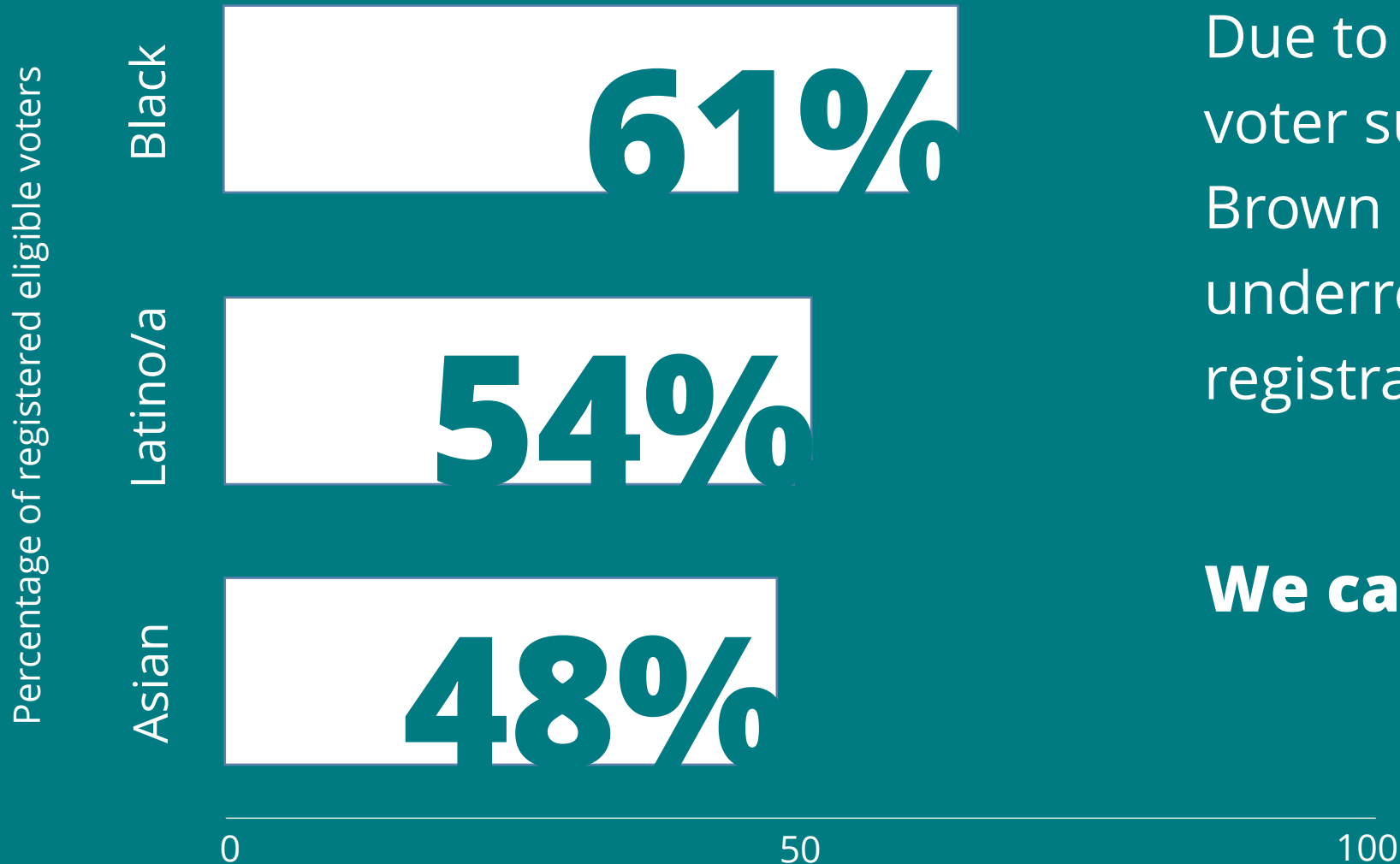




Voter Registration Training

HARLEM UNITED

Why voter registration?



Due to long histories of racist voter suppression, Black and Brown communities are underrepresented in voter registration.

We can change that.

Why voter registration cont...

Since day one, Harlem United's goal has been increasing access to care for the members of our community who have been systemically denied resources.

Voting is a key way our clients can demand more access and power for their community.

Voting Drive Plan

- › Case managers will speak to all clients in their caseload before Oct 5
- › During check-ins with clients, staff will ask if they plan to vote in the general election this November
- › Staff will use this guide to walk step-by-step through the process:
 - › Check current voter registration
 - › Updating name or address on registration
 - › Registering to vote
 - › Applying to vote absentee

Remaining nonpartisan



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What we can and can't do as a 501(c)(3)

DO	DON'T
<p>Do offer to register clients regardless of their political beliefs.</p>	<p>Do not exclude or include a client because of their political beliefs.</p>
<p>Do connect clients with questions about who to vote for to a nonpartisan voter guide.</p>	<p>Do not tell clients who to vote for or share your personal opinions about the candidates.</p>
<p>Do encourage voting by mentioning critical election issues, discussing them in a way that is nonbiased to a particular candidate or party.</p> <p>For example: "We want our government to hear about the needs of people with HIV."</p>	<p>Do not mention critical issues in order to encourage people to vote for candidates who agree with your views.</p> <p>For example: "Our government has been ignoring the needs of people with HIV." This statement appears to criticize the current administration.</p>

HOW TO REGISTER VOTERS

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“Would you like to register to vote”

“I’m already registered”

“Great! Let’s check that your registration is up-to-date.”

Go to Slide 9

“Yes”

“Wonderful! This will just take a few minutes”

Go to Slide 13

“No”

“Can I ask what concerns you have?”

Go to Slide 28

“I’m still not interested”

“I understand. I’m available if you change your mind. The deadline to register is Oct. 9.”

If they ARE registered



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“Have you moved or changed your name since you registered?”

“Yes”

Fill out the voter registration form with their updated information

Offer to look up their polling place

“No”

Offer to look up their polling place

“I don’t know”

Look them up online. Be sure to check current and former addresses

“Due to COVID-19, we recommend voting absentee – would you like to apply for an absentee ballot?”

“Yes”

“Great! I can help you request your ballot online now.”

[Go to Slide 23](#)

“No”

“Ok. If you need help getting to your polling place, you can contact the campaign of any of the candidate you’ll be voting for and ask for a ride to the polls.”

Follow-up

- › After you finish your call with the client, send them a text or email with the details of their voting plan as you discussed. Include:
 - › The address of their polling place
 - › If they are voting absentee, remind them that their ballot will come in the mail and they must mail it back by **Nov 3**
 - › If they are voting early, remind them that the dates are **Oct 24 – Nov 1**
 - › If they are voting on election day, remind them that **Nov 3** is election day

If they want to register



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Determine Eligibility

MUST be a U.S. Citizen

MUST be a New York City resident for at least 30 days prior to the election

MUST be 18 years or older on election day

CANNOT be serving jail time for a felony conviction

IMPORTANT

Attempting to register and vote can cause legal problems for non-citizens

People who have been incarcerated for felony convictions can vote in NY as soon as they are released, but must re-register

Documents

To register with you, the client will need:

- › NYS DMV Issued ID:
 - › Driver License
 - › Learner Permit
 - › REAL ID
 - › Non-driver ID
- › Social Security Number

If your client doesn't have a NYS DMV issued ID, **THEY CAN STILL VOTE.**

- › Print and mail them [this registration form](#).
- › If they have an SSN, they can include just that as ID.
- › If not, they can include a copy of any of the following documents when they mail in their form: current utility bill, a bank statement, a government check or paycheck, or another government document that shows their name and address
- › They should bring the original document with them to the polling place when they vote

Follow up with the client to ensure they received the form and to remind them it must be postmarked by October 9th.

For voters experiencing homelessness

- › When registering, these voters should give the zip code/address of a location where they stay at night. This can be a shelter, a park, a street corner, or any other location.
- › They must also give a mailing address where they can accept mail.
- › Provide the client with their polling place based on the home address they supply in their registration.

[Click here to access the online registration form](#)

Register to vote at your current location or change your party designation.

(All fields required unless specified otherwise)

ID Number from your NYS Driver License, Permit or Non-Driver ID:

Document Number from your NYS Driver License, Permit or Non-Driver ID:

Date of Birth: (mm/dd/yyyy):

Current ZIP Code:

Last 4 digits of Social Security Number (SSN):

Email Address:

Confirm Email:

I AGREE, and it is my intent, to sign this document and affirmation by clicking the box marked "I AGREE", and by electronically submitting this document to the New York State Department of Motor Vehicles. I understand that my signing and submitting this registration document in this fashion is the legal equivalent of having placed my handwritten signature on the submitted document and this affirmation. I understand and agree that by electronically signing and submitting this document in this fashion I am attesting to the truth of the information contained herein.

I Agree.

Submit

Here is a guide to locating these numbers on the ID card.

Use the ZIP code the DMV has on file (likely the address on the voter's ID)

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Register to vote at your current location or change your party designation.

You may use this form to submit an application to register to vote in New York State or update your party enrollment or address with the Board of Elections.

(All fields required unless specified otherwise)

To register you must:

- Be a US Citizen;
- Be 18 years old (you may pre-register to vote at 16 or 17 but cannot vote until you are 18)
- Not be in prison or on parole for a felony conviction (unless parole pardoned or restored rights of citizenship)
- Not claim the right to vote elsewhere
- Not found to be incompetent by a court

Personal Information:

Name: [Redacted]
Date of Birth: [Redacted]
Gender: [Redacted]

This is my correct and current personal information. (Required) [Change client information](#)

Mailing Address:

[Redacted]

Residence Address:

[Redacted]

This is my correct and current mailing and residence address. (Required) [Change address](#)

Are you a citizen of the U.S.?

If you answer No, you cannot register to vote.

Yes No

Will you be 18 years of age or older on or before election day?

Yes No

Are you at least 16 years of age and understand that you must be 18 years of age on or before election day to vote, and that until you will be eighteen years of age at the time of such election your registration will be marked as 'pending' and you will be unable to cast a ballot in any election?

If you answer No to both of the prior questions, you cannot register to vote.

Yes No

Have you voted before?

Yes No

[Go Back](#)

[Continue](#)

If the voter's name or address needs to be updated, you will walk through creating an online MyDMV account for them.

Register to vote at your current location or change your party designation.

Voting information that has changed:

In what year did you last vote?

Your name was?

Your address was?

Your street was?

Your city was?

Your state was?

Your zip was?

Your previous state was

or New York County was?

[← Go Back](#)

[Continue](#)

If the client doesn't know the answers to these questions, they may not be able to register online. Print and mail them [this registration form](#).

Follow up with the client to ensure they received the form and to remind them it must be postmarked by October 9th.

Register to vote at your current location or change your party designation.

(All fields required unless specified otherwise)

Telephone Number (Optional)

You must make 1 selection. Political party enrollment is optional but that, in order to vote in a primary election of a political party, a voter must enroll in that political party, unless state party rules allow otherwise.

I wish to enroll in a political party

- Democratic Party
- Republican Party
- Conservative Party
- Working Families Party
- Green Party
- Libertarian Party
- Independence Party
- SAM Party
- Other

I do not want to enroll in any political party and wish to be an independent voter.

- No Party

Inform the voter that to vote in National & City Democratic or Republican primaries, they must be registered with that party

Register to vote at your current location or change your party designation.

(All fields required unless specified otherwise)

- US Citizen: Yes
- 18 years of age or older: Yes
- Pre-registration (Under 18 on election day): Yes
- Party Enrollment: Democratic Party

Note: Where you chose to file your application to register to vote will remain confidential and will only be used for voter registration purposes

AFFIDAVIT: I swear or affirm that

- I am a citizen of the United States
- I will have lived in the county, city or village for at least 30 days before the election
- I meet all requirements to register to vote in New York State
- This is my signature or mark below
- The above information is true, I understand if it is not true, I can be convicted and fined up to \$5,000 and/or jailed for up to four years

I Affirm I Do Not Affirm

ATTESTATION:

I agree, and it is my intent, to sign this document and affirmation by clicking the box marked "I AGREE", and by electronically submitting this document to the New York State Department of Motor Vehicles. I understand that my signing and submitting this document in this fashion is the legal equivalent of having placed my handwritten signature on the submitted document and this affirmation. I understand and agree that by electronically signing and submitting this document in this fashion I am attesting to the truth of the information contained therein. I further agree to permit NYS DMV to send my County/City Board of Elections my most recent signature captured from my photo document.

I Agree I Do Not Agree

[← Go Back](#)

[Submit](#)

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“Do you want to apply to vote absentee in this election?”

“Yes”

“Great! This will only take a few minutes.”

Go to Slide 23

“No”

“Due to COVID-19 we suggest you vote early to avoid crowds on election day”


“I want to vote early”

Find their early voting station.
Let them know they can vote early
Oct 24 – Nov 1

“I DON'T want to vote early”

Find their Nov 3 polling place.
Tell them that polls are open
6am – 9 pm

[Click here to access the online Absentee Ballot request](#)

 **BOARD OF ELECTIONS
IN THE CITY OF NEW YORK** Translate ▾

It is a crime to procure or furnish false material information or statements to the Board of Elections.

Absentee Ballot Request

Personal Information

This website can be used **only** by registered New York City voters to apply for an Absentee Ballot for the November 3, 2020 Election.

First Name <input type="text"/>	Last Name <input type="text"/>	Birth Date <input type="text" value="MM"/> <input type="text" value="DD"/> <input type="text" value="YYYY"/>
Borough <input type="text" value=""/>	Zip Code <input type="text"/>	

Continue

Must exactly match what is listed in their voter registration. [Check registration information here.](#)

How would you like your General Election ballot delivered? (check one)

- Mail to me at my residential address
- Mail ballot to me at a different (mailing) address
- Deliver to me in person at the board of elections

I am requesting, in good faith, an Absentee Ballot due to (check one reason): If you are affected by COVID-19 and/or the potential of contracting the virus, **please check the box for "Temporary Illness"**. The definition has been temporarily expanded to include "a risk of contracting or spreading a disease" such as COVID-19.

- Absence from county or New York City on election day
- Temporary illness or physical disability (including affected/potential of COVID19)
- Permanent illness or physical disability
- Duties related to primary care of one or more individuals who are ill or physically disabled
- Resident or patient of a Veterans Health Administration Hospital
- Detention in jail/prison, awaiting trial, awaiting action by a grand jury, or in prison for a conviction of a crime or offense which was not a felony


Contact Information (optional)

Phone

Email

Verification

Please verify with the CAPTCHA below

I'm not a robot  reCAPTCHA
Privacy - Terms

I certify that I am a qualified and a registered (and for primary, enrolled) voter and that the information in this application is true and correct and that this application will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Submit

Most voters will select the "Temporary illness or physical disability" option, which for this election covers potential exposure to COVID-19

It is a crime to procure or furnish false material information or statements to the Board of Elections.

Absentee Ballot Request

Ballot Request Successful!

Thank you for submitting your Absentee Ballot Application for the November 3, 2020 General Election.

You do not need to take any further action.

Your Confirmation number is [REDACTED]

You may save this Confirmation number to track the status of your Application.

Applications will be processed in the order that they are received. Ballots will be mailed **beginning the 3rd week of September**.

Under New York State Law, an Absentee Ballot must be postmarked by Election Day, November 3, 2020 and must reach the Board of Elections no more than 7 days after Election Day to be counted. Ballots may be hand-delivered to any Board of Elections office, Early Voting Site or Election Day Poll Site no later than 9pm on Election Day, November 3, 2020.

Under New York State Law, you must sign, date and seal your Oath envelope.

To find your assigned Early Voting poll site, your Election Day poll site or to view a sample ballot, visit nyc.pollsitelocator.com or call 1-866-VOTE-NYC.

Provide voter with Confirmation number, ask that they save it for their records.

After form is filled out, advise the voter that they will receive their ballot in the mail, and must mail it or bring it in person to the BOE by Nov 3 for their vote to be counted.

Follow-up

- › After you hang up with the client, send them a text or email with the details of their voting plan as you discussed. Include:
 - › The address of their polling place
 - › If they are voting absentee, remind them that their ballot will come in the mail and they must mail it back by Nov 3
 - › If they are voting early, remind them that the dates are Oct 24 – Nov 1
 - › If they are voting on election day, remind them that Nov 3 is election day

Frequently Asked Questions



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Answers to common concerns (1/3)

“ I don’t have time right now”

- › “I know you’re busy, but this should only take 5 minutes.”
- › If they are still too busy, schedule another time to call.

“Why would I vote? My vote doesn’t count”

- › “I understand feeling that way, but your vote can make a HUGE difference, especially in local elections. There’ve been many times recently when an election was determined by a few hundred votes.”

Answers to common concerns (2/3)

“Government has nothing to do with me.”

- › “Did you know that most of Harlem United’s programs are funded by various government agencies? Lawmakers determine how your tax dollars are spent in our community.”
-

“I don’t want to be called to Jury duty”

- › “I get it, but New York actually uses a lot of other databases to select jurors including: all IDs issued by the DMV, state income tax filers, recipients of unemployment insurance, family assistance and public benefits. So you may already be in one of those.”

Answers to common concerns (3/3)

“I don’t know where to vote or how to get there”

- › “Not a problem. We can look up your polling place today. If you need transportation there, you can contact the campaign of any candidate you plan on voting for, and they can arrange a ride for you on election day.”

“Which candidate or party should I vote for”

- › “We aren’t endorsing any candidates. I can email or text you a nonpartisan voting guide which includes information about all the candidates.”

Voting



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Voting In-Person

Client can vote early **Oct 24 – Nov 1**

Find their early voting station

Client can vote on election day, **Nov 3**, 6am – 9pm

Find their **Nov 3** polling place

Clients who provided a copy of a government, bank, or utility document for ID when registering should bring the original with them when they vote

If voter arrives at polling place and is told they cannot vote, they should ask to fill out **an affidavit ballot**

Clients who need help getting to their polling place can contact the campaign of any of the candidate they plan on voting for and ask for a ride to the polls.

Voting Absentee

Client must apply by **Oct 27**, but should aim for before Oct 19

Apply online

The client will receive their ballot in the mail.

Client must mail their ballot back by Nov 3

Census



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2020 Census

Ask your clients to fill out the census:

“The census asks just 10 simple questions that can be answered in just a few minutes online by visiting my2020census.gov or by calling 844-330-2020. The census is easy, safe, and confidential. There are **no** questions about citizenship or immigration status.”

Finishing up

- › Invite the client to follow Harlem United on social media for reminders about voter deadlines
- › After your first call, send them a text or email with the details of their voting plan as you discussed.
- › Reach out to communications@harlemunited.org with any questions

Links & Dates

- › [Online Voter Registration](#)
- › [Printable Voter Registration Forms in Multiple Languages](#)
- › [Absentee Ballot Application](#)
- › [Voter Lookup](#)
- › [Polling Site Locator](#)
- › [Early Voting Site Locator](#)
- › [Nonpartisan voter guide](#)
- › **Oct 9:** Deadline to register to vote
- › **Oct 19:** Last day to request absentee ballot to ensure receipt before Election Day
- › **Oct 24 – Nov 1:** Early voting Election
- › **Nov 3:** Election Day; deadline to postmark absentee ballot