

Voter Registration and Engagement Timeline for Nonprofits and Human Service Agencies

2016

**January –
February**

- Designate a Staff Lead—an internal champion who will coordinate your voter engagement efforts
- Establish buy-in and support from your Executive Director and senior staff

March – May

- Create a voter engagement plan, including goals and a timeline
- Review the voting rules and deadlines in your state
- Identify potential partners to help provide training or resources

June

- Kick off your voter engagement programs
- Plan and execute summer voter registration events
- Develop a system for returning completed voter registration forms
- Meet with your local elections office to establish a relationship
- Train and motivate staff and volunteers who will interact with voters
- Gather materials and resources to raise program visibility and engage voters

July

- Continue summer voter registration events
- Inform your community and supporters about your voter registration and voter education activities

August

- Prepare your fall voter education and get out the vote plans
- Make sure 100% of eligible staff is registered and ready to vote

September

- Intensify your voter registration and pledge campaigns
- Celebrate National Voter Registration Day on September 27, 2016

October

- Continue intensive voter registration and voter pledge efforts through your state's registration deadline
- Include get-out-the-vote and voter education activities, primarily during the final 2-3 weeks before Election Day
- Promote early voting and vote-by-mail opportunities

**November 8 –
Election Day!**

- Create visibility and opportunities to celebrate with ideas like an Election Day party
- Identify and prepare staff who can answer clients' voting questions
- Give staff time off to vote

**November –
December**

- Review, debrief, and evaluate your voter engagement efforts