

# National Voter Registration Week Toolkit

Thank you for joining Voter of Tomorrow's voter registration week! We are excited to support you in registering voters in their communities. We have put together this guide to walk you through the best practices for hosting your voter registration actions!

Eill out this form to make your plans, and we'll send you resources and materials!

# **Event Planning**

Where will you set up your table? Who will help you set up? What time will you host the event? Voters of Tomorrow has a few resources linked below to help answer these questions:

- Event Turnout and Organizer's Math: This document has tools to help think through outreach and event turnout goals
- Event Planner Template: Use this to think through some of the logistics of your event!

## Location

You want to ensure your voter registration drive is in a high-traffic area so more people can find it! *Make sure you are following university policy or city laws regarding tabling in your community.* 

- Examples of Campus Locations: student center, central quad, library, or outside popular lecture halls
- Examples of Community Locations: Parks, main street in the downtown area

# **Finding Partners**

Voter registration drives are more successful when groups collaborate to reach a wider audience! Consider reaching out to other organizations on your campus or in your community to incorporate their members and follow for the drive! Consider reaching out to student government associations, school or campus administration, local activist/political groups, and volunteer organizations.

## Spreading the Word

Now it's time to promote your event! Utilize your social spheres and social media presence to share information about your event (see above!). You can also print out flyers with the event information and hang them around campus or in the community. Your school's Office of Engagement can also share the word with students or amplify your event if it is hosted on campus.

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# **Digital Content and Flyers**

- Social Media Graphic Templates
- Flyer Templates (for printing)

#### Instructions

- 1. Click on the hyperlinks above
- 2. Select: "Use template for new design"
- 3. Choose the option you like best and input the relevant information!
- 4. See the examples at the bottom of each template for a sample idea of what your completed graphic might look like!
- 5. Email <a href="mailto:katy@votersoftomorrow.org">katy@votersoftomorrow.org</a> if you run into trouble or have any questions!

<u>Please take pictures and videos during your events and upload them to this Google Drive folder!</u> We'd love to uplift and celebrate your work!

Utilize your campus newspaper as an easy way to get coverage!

- View simplified step-by-step guidance <u>here</u>
- Email <u>katy@votersoftomorrow.org</u> or <u>jessica@votersoftomorrow.org</u> with any further press questions!

# **Materials and Resources**

Voter registration guidelines vary from state to state, and it is important to follow state law for your event. The Fair Elections Center has a state-by-state guide outlining specific information, which can be found here: https://fairelectionscenter.org/voter-registration-drive-guides/

# **Online Registration**

A majority of states also allow online registration. Voters of Tomorrow has many online resources that can be used during your voter registration drive if you choose to help prospective voters register online:

- Check your voter registration status
- Register to vote
- Request an absentee ballot
- Find a polling place
- Pledge to vote
- Pre-register to vote

### **Materials**

You will need miscellaneous materials for your event! Take a look at the list below before you host your event:

- Voter registration forms (see above)
- Clipboards
- Pens (check your <u>state's quidelines</u> for ink color)
- Envelopes
- Laptops (for online registration)

Voters of Tomorrow will also send informational postcards on voting, stickers, and more voter education materials!

## Fun stuff!

Make your voter registration more fun by including the following:

- Stickers, candy, food to hand out (Reminder: it is illegal to exchange something of value to register someone to vote. If you are handing out pieces of candy, you must give a piece to everyone who comes to the table regardless of whether they decide to register or not.)
- A speaker for music
- Food/water for volunteers
- Posters/chalk

## After the Event

After your event, make sure to thank all of the wonderful volunteers who made the event happen! We cannot do this work alone, and showing appreciation for volunteers and organizers goes a long way!