

March 2016 Voting Assistance Officer To Do List

- **Share Information:** Post voting and election information, including the voting news releases on bulletin boards and in unit/installation/ship newspapers to ensure that everyone receives election information in a timely manner.
 - Need to sign up for FVAP news releases, visit FVAP.gov or email us at vote@fvap.gov.
- **Voting Assistance Guide:** Make sure you have received your copy of the latest version of the *Voting Assistance Guide*. If you have not received one yet, contact your [Service Voting Action Officer](#).
- **Conduct Voting Information Sessions or Training Workshops:** Trainings help assist in understanding the absentee voting process, completing absentee ballot requests and successfully casting absentee ballots. Voter training can be found [online](#). Information sessions should highlight the [upcoming primary elections](#).
- **Stay Non-Partisan:** VAOs in uniform should follow the DoDI 1344.10 requirements and civilian VAOs should follow the Hatch Act. Note that some Installation Commanders may have addition guidance to follow in an election season. If assisting a voter who is looking for partisan voting information, we recommend [Project Vote Smart](#) for unbiased candidate info.
- **Elections 2016:** View the DoD Special Report on [Elections 2016](#).

Throughout this 2016 Election Year, the Federal Voting Assistance Program will share a monthly to-do list with all Voting Assistance Officers. Please refer back to this list every month to ensure that you are maximizing your capability to assist your customers.

Photos from events and links to outreach articles can be found on our Facebook page.
www.facebook.gov/DoDFVAP

