



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
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IN REPLY REFER TO:

1742

MFP4

01 FEB 2012

From: Commandant of the Marine Corps  
To: Director, Federal Voting Assistance Program (FVAP)  
Subj: INSTALLATION VOTING ASSISTANCE (IVA) OFFICE QUARTERLY METRICS  
Encl: (1) USMC Installation Voting Assistance (IVA) Office  
Metrics 1 Oct - 31 Dec 2011

1. Listed in enclosure are the Measures of Success (Metrics) for the Marine Corps Installation Voting Assistance (IVA) Offices. The provided metrics are for the period of 1 October 2011 through 31 December 2011.
2. The Marine Corps established 18 IVA Offices across the Marine Corps, although several of the IVA Offices were not fully operational until September 2011. The establishment of the IVA Offices was hindered due to funding and a year plus long hiring freeze. We are glad to announce that the freeze has been lifted and hiring actions have been initiated.
3. The Marine Corps' IVA Office metrics appear to be low. Our operational start date most likely impacted these numbers. Although the IVA Office metrics are low, our metrics from Unit Voting Assistance Officers (UVAOs) remain impressively high. UVAO metrics will be provided separately. The numbers may also suggest that the UVAOs that are located within the Marine's unit are much more capable of providing immediate in-person assistance.
4. The Marine Corps stands ready to once again lead the way to a successful voting season. Right now we are focused on good training being available for our Marines. We look forward to teaming up with FVAP to ensure UVAOs get the important training they will need to carry out their duties.
5. If you have any questions regarding our quarterly metrics, you may telephone Mr. Robert O. Wagner at (703) 784-9512.

A handwritten signature in black ink, appearing to read "R. F. HEDELUND".

R. F. HEDELUND  
Director  
Marine and Family  
Programs Division

USMC Installation Voting Assistance (IVA) Office  
Metrics 1 Oct - 31 Dec 2011

1. Number of Service Members Assisted

- a. Registration Requests: 295
  - (1) PCS Request: 270
  - (2) Pre-deployment: 6
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 4
- b. Absentee Ballot Requests: 58
  - (1) PCS Request: 17
  - (2) Pre-deployment: 10
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 17
- c. Federal Write-in Ballet (FWAB) Requests: 4
  - (1) PCS Request: 0
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 0
- d. Change of Address Requests: 9
  - (1) PCS Request: 8
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 1
- e. General Voting Information Requests: 8575

2. Number of Military Dependents Assisted

- a. Registration Requests: 53
  - (1) PCS Request: 52
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 1
- b. Absentee Ballot Requests: 10
  - (1) PCS Request: 0
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 10
- c. Federal Write-in Ballet (FWAB) Requests: 0
  - (1) PCS Request: 0
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 0
- d. Change of Address Requests: 6
  - (1) PCS Request: 3
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 0
- e. General Voting Information Requests: 1650

Encl (1)

3. Number of Civilians/Contractors Assisted

- a. Registration Requests: 4
  - (1) Change of Place of federal contract employment: 0
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) On-demand: 0
- b. Change of Address Requests: 0
  - (1) Change of Place of federal contract employment: 0
  - (2) Pre-deployment: 0
  - (3) Post-deployment: 0
  - (4) Routine Change of Address: 0
- c. General Voting Information Requests: 3006

4. Number of non-Federal Civilian Employees Assisted

- a. Registration Requests: 0
- b. Change of Address Requests: 0
- c. General Voting Information Requests: 1

5. Number of Forms Mailed on Behalf of the Voter

- a. NVRFs mailed: 0
- b. State registration forms mailed: 5
- c. FPCAs mailed: 3

6. Number of Total Persons Assigned to IVA Office

- a. Full-Time IVA Office Employee: 18
- b. Part-Time Office employee: 11
- c. Temporary Personnel assigned: 6
- d. Number of Trained personnel assigned to the IVA Office: 28

7. Quarterly Operating Cost to run the IVA Office: \$145.00

8. Are the following available in the IVA Office:

- a. Computer with access to the Internet? All 18 offices have computer access.
- b. Printer? All 18 offices have printer access.
- c. Scanner? All 18 offices have scanner access.

9. List problems encountered in implementing the IVA Offices: Funding for supplies coupled with the hiring freeze was the major concern expressed the by IVA Offices.