2019 Guidelines for the Voting Assistance Program for *All*

➢ Review and Implement the guidance in AR 608-20 as of 22 April 2014 and DODI 1000.04 as of 13 September 2012.

➢ Appoint in writing a Primary and Alternate UVAO. (Units with 25 active members must have one UVAO). For each additional 50, an additional UVAO must be assigned.

➢ Materials are available through Army Publishing Directorate.(See Appendix)

➢ Meet the 15 January 2019 deadline to distribute Federal Post Card Applications (FPCA) (electronically or in hand).

➢ Complete Measures of Effect and Performance in the FVAP database by the last day of each month. www.fvap.gov/portal (It is okay to enter zero in your metrics report!!!

➢ Each UVAO will have a Continuity book for their voting program. These books will stay with Units.

➢ Assist Army Voting Action Officer and FVAP with support and of other, yet to be specified, reports as required.

➢ Notify Army Voting Action Officer with list of current UVAOs.

➢ Notify eligible voters of any Special Elections or Gubernatorial elections in their state.

Contact Information:
Army Voting Action Officer
U.S. Army Human Resources Command
ATTN: AHRC-PDP-P (2-1-021)
TAGD, SPSD, Soldier Programs Branch
1600 Spearhead Division Avenue, Department 480
Fort Knox, Kentucky 40122-5408
Telephone number: 502-613-8475 or DSN 983-8475
E-mail address: usarmy.knox.hrc.mbx.tagd-voting-questions@mail.mil
Home Page: www.hrc.army.mil/tagd/voting

Web and Social Media Pages
https://www.hrc.army.mil/content/Army%20Voting
Army Voting on S-1 Net/ Mil-Suite
U.S. Army Voting on Twitter
Army Voting on Instagram
Army Voting on Pinterest

Army Voting Action Officer: Rachel.r.gilman.civ@mail.mil

See Appendix

Appendix

FPCA for Registration and Absentee Ballot Request (SF 76). The Army encourages use of electronic versions of this form. https://armypubs.army.mil/

The FPCA is a postage-paid form authorized by law for use by persons covered by the UOCAVA. The FPCA was revised in 2017. The Army encourages use of electronic versions of this form.

Federal Write-In Absentee Ballot (FWAB) (Standard Form 186). The Army encourages electronic versions of this form. https://armypubs.army.mil/

The 2018-2019 Voting Assistance Guide should be consulted to determine how each particular jurisdiction authorizes use of the FPCA, as there are differences in treatment accorded to the FPCA by the various states and other jurisdictions. www.fvap.gov

The FWAB is authorized by law and may be used in general elections and federal office by UOCAVA voters who make a timely application for, and do not receive a regular absentee ballot in time to vote and return it.

The request for a regular absentee ballot must be received by the local election official at least 30 days before the election or the state deadline, whichever is later.

Metrics Database: www.fvap.gov/portal , Password resets and issues contact Army Voting Action Officer.

Checklist for New Unit Voting Assistance Officers (see attached)

Welcome to Army Voting!!

The Army Voting Assistance Program is a year round program that provides voting assistance to ensure eligible voters are provided the opportunity to vote. It is your job to provide voting materials and answer any questions that they may have.

1. First things first! Head over to the Federal Voting Assistance Program website and click on Unit Voting Assistance Officers. www.fvap.gov

2. Follow the links to training. Complete your Unit Voting Assistance Officer or Installation Voting training. Keep a copy of your appointment orders and your certificate and forward a copy to Rachel.r.gilman.civ@mail.mil.

3. Read the 2019 Army Voting Action Highlights. (Copy attached)

4. Begin to build your continuity folder. The FVAP website tells you the items that should be in your folder. This is where you will put your certificate and appointment orders. Continuity folders stay with the Unit.

5. Download a copy of the Voting Assistance Guide (VAG) to your Desktop.

6. Download Posters and Forms off of the FVAP website. 2017 Versions of the FPCA and FWAB are only available in electronic versions. Have your voters use the FVAP state wizard for easy point and click registration and ballot request.

7. Create a voting area where Voters can easily find voting information as well as your POC information. Make sure your Voters know who their voting assistance officer is.

8. Create a distribution list to forward important voting updates and information to your voters.

9. Become familiar with the Metrics. This report is due to into the FVAP database monthly. Numbers are for the current month are added for the previous month. www.fvap.gov/portal

HIGHLIGHTS for 2019

2019 is an off-cycle election year, you will be responsible for Special elections that occur.

Mandatory FPCA Delivery   before 15 Jan.

Resources

Army Voting on Twitter
HRC Army Voting Website: https://www.hrc.army.mil/content/Army%20Voting

Army Voting Email Box   usarmy.knox.hrc.mbx.tagd-voting-questions@mail.mil

Points of Contact

Army Voting Action Officer

Rachel Gilman
Army Voting Action Officer
Rachel.R.Gilman.civ@mail.mil
502-613-8475

Photo credit the Golden Knights