



U.S. Army

2022-2023 Army Voting Action Plan

Important Dates for Voting Assistance Officers (VAOs)

2021

Nov 01	Army Voting Assistance Programs are up and running	All Army Voting Assistance Programs will be operational at all levels. UVAOs will be appointed and trained. POC information is provided all eligible voters
Nov 15	FVAP email blast	FVAP will send an email to all Uniformed Service members with active email addresses from November 15-17. This email will remind them of the upcoming primary elections and emphasize the need to fill out an FPCA, and will promote direct-to-voter training video.
Nov 30	Enter November metrics into the FVAP portal.	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of January. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Jan 01	IVA Office Outreach	IVA Office Outreach IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: your Army Voting Action Officer if there is outdated contact information. AVAO will reach out to IVA Offices to confirm.
15 Jan	Mandatory FPCA Delivery	Deadline for VAOs to distribute FPCAs (electronically or in hand) to all UOCAVA voters and encourage them to complete and submit to their local election official to apply to register and request an absentee ballot for all elections in 2022.



U.S. Army



Jan 30	January Metrics	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of January. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Feb 06	Super Bowl Challenge	FVAP will air public service announcements during the Super Bowl on Armed Forces Network. Host a voter registration drive or hang voting posters around your base Super Bowl Party. Send photos to Army Voting Action Officer
Feb 28	February Metrics	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of February. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Mar 01	IVA Office Outreach	IVA Office Outreach/ IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: your Army Voting Action Officer if there is outdated contact information. AVAO will reach out to IVA Offices to confirm. Emphasize / Publicize Registration Deadline cutoffs for even year elections in states like KY.
Mar 31	Enter March metrics into the FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of March. Portal is located at https://www.fvap.gov/portal/login/welcome.html



U.S. Army



Apr 01	IVA Office Outreach	IVA Office Outreach. IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: your Army Voting Action Officer if there is outdated contact information. AVAO will reach out to IVA Offices to confirm.
Apr 01	Inspection Checklist	UVAOs and IVAOs will check program compliance with the inspection checklists. (Checklists will be provided by Army Voting Action Officer).
Apr 30	Enter April metrics into the FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of April. Portal is located at https://www.fvap.gov/portal/login/welcome.html
May 01	IVA Office Outreach	IVA Office Outreach IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: your Army Voting Action Officer if there is outdated contact information. AVAO will reach out to IVA Offices to confirm.
May 29	Enter May metrics into the FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of May. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Jun 01	IVA Office Outreach	IVA Office Outreach IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: your Army Voting Action Officer if there is outdated contact information. AVAO will reach out to IVA Offices to confirm Emphasize/ Publicize Registration Deadline cutoffs for even



U.S. Army



Year elections in states like KY.



Jun 28 Armed Forces Voters Week and Overseas Citizens Voters Week

VAOs should plan and participate in Voting Emphasis Week (June 28-July 4, 2022) activities to encourage eligible citizens to apply to register to vote and request an absentee ballot. VAOs are encouraged to plan events around installation 4th of July activities.

Jun 30 Enter June metrics into FVAP portal

UVAOs and IVAOs will enter metrics into the FVAP portal for the month of June. Portal is located at <https://www.fvap.gov/portal/login/welcome.html>

Jul 06 IVA Office Outreach

IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: <http://www.fvap.gov/info/contact/iva-offices>. Email: Army Voting Action Officer with updated contact information.

AVAO will reach out to IVA Offices to confirm.

Jul 15 Mandatory distributions of FPCA to UOCAVA voters

Deadline for VAOs to distribute FPCAs (electronically or in hand) to all UOCAVA voters and encourage them to complete and submit to their local election official to apply to register and request an absentee ballot for all elections in 2022.



Jul 31 Enter July metrics into FVAP portal

UVAOs and IVAOs will enter metrics into the FVAP portal for the month of July. Portal is located at <https://www.fvap.gov/portal/login/welcome.html>

Aug 01 IVA Office Outreach

IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: <http://www.fvap.gov/info/contact/iva-offices>. Email: Army Voting Action Officer with updated contact information. AVAO will reach



U.S. Army



out to IVA Offices to confirm.

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Aug 31	Enter August metrics FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of August. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Sep 01	IVA Office Outreach	IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: Army Voting Action Officer updated contact information. AVAO will reach out to IVA Offices to confirm. Emphasize / Publicize Registration Deadline cutoffs for Odd Year elections in states like KY.
Sep 24	Ballot Mailing Deadline	Deadline for States to send absentee ballots to UOCAVA voters. Voters should begin checking their mail boxes and email for their ballot. Vote and return your ballot upon receiving it.
Sept 30	Enter September metrics into FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of September. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Oct 01	Absentee Voters Week	VAOs should encourage all absentee voters to complete and return their absentee ballot. Absentee Voting Week runs from October 1-8, 2022. Share the FWAB video clip with voters.
Oct 01	Recommended Mailing Deadlines	Voters in Iraq, Afghanistan, ships at sea and other overseas locations without access to the military postal system should send voted ballots in now so they arrive in time to be counted



U.S. Army



Oct 01	IVA Office Outreach	IVA Office personnel should ensure the contact information for their office is correct as found on FVAP.gov: http://www.fvap.gov/info/contact/iva-offices . Email: Army Voting Action Officer with updated contact information. AVAO will reach out to IVA Offices to confirm.
Oct 09	30 Days before Elections	VAOs should encourage voters who have not Received their requested absentee ballots to complete and submit the FWAB.
Oct 24	15 Days before the Elections	Voters in overseas military installations with access to the military postal system should send voted ballots in now so they arrive in time to be counted. – Use the 11-DOD Label to expedite the mail.
Oct 31	Recommended Mailing Deadlines	Stateside Uniformed Service members and their families should send voted ballots in now so they arrive in time to be counted.
Nov 08	Election Day	VAOs should remind local voters to go to their polling place and vote. IVA Offices should ensure coverage to answer last minute questions and assist voters returning their ballots by fax or email (for States that allow these methods of ballot transmission).
Nov 30	Enter November metrics into FVAP portal	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of November. Portal is located at https://www.fvap.gov/portal/login/welcome.html
Dec 31	Enter December metrics into the FVAP portal.	UVAOs and IVAOs will enter metrics into the FVAP portal for the month of December. Portal is located at https://www.fvap.gov/portal/login/welcome.html

Notes: **Ensure that the performance evaluation reports for Service Members assigned as VAO comment on their performance in carrying out this duty in accordance with Section**



U.S. Army



1566(f) of Title 10, U.S.C.



2023

After Election Survey When contacted, UVAOs and IVAOs are required to participate in the Federal Voting Assistance Program After election Survey.

Jan 02	Order Supplies	2022 Voting Assistance Guides, FPCAs, FWABs, brochures and motivational posters are available. If the prior VAO did not leave materials behind, order materials through proper channels: http://www.fvap.gov/vao/materials .
Jan 15	Distribute FPCAs to UOCAVA voters	Deadline for VAOs to distribute FPCAs to all UOCAVA voters and encourage them to complete and submit to their local election official to apply to register or to request an absentee ballot for all elections in 2022.



Ongoing Tasks	
Directory Information	The Major Command and Installation Voter Assistance Officers must maintain a directory of all local unit VAOs containing names, email addresses and office telephone numbers. This directory must be



U.S. Army



	updated at least quarterly.
Website Information	Provide the name, mailing address, e-mail and office telephone number of Installation Voter Assistance Office and Installation Voter Assistance Officers on the installation website.
Public Affairs	VAOs must work with PAO to publicize primary elections and inform military personnel and their family members of their right to vote. Voting outreach efforts should be incorporated into military and family appreciation events such as air shows and open houses.
Training	VAOs must attend a training workshop or complete online training. More information regarding in person and online training can be found at http://www.fvap.gov/vao/training .
Voter Support	VAOs should make time in their schedules to help voters fill out Federal Postcard Applications or use the online wizards. With unit members voting in different States, voter support must remain an ongoing task.
Portal Accounts	Portal Accounts should remain active to receive voting emails. Metrics are required monthly.
Continuity Binders	Continuity Binders are required and are property of the Unit.

VAOs should consult their service guidance for additional information on service-specific voting activities.

Key FVAP Resources for VAOs		
Website	FVAP.gov	Up-to-date <i>Voting Assistance Guide</i> and FPCA and FWAB online assistants
Email	Rachel.r.gilman.civ@army.mil	Army Voting Action Officer
Telephone	1-502-613-8475	Call for voting assistance questions
Facebook	Facebook.com/DoDFVAP	FVAP and UOCAVA updates



U.S. Army



Twitter	Twitter.com/USArmyVoting	FVAP and UOCAVA updates
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For Service specific Voting Action Plans visit <http://www.fvap.gov/vao/directives>.

