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**2018-2019 Navy Voting Assistance Program Toolkit**

The files included within the ‘Toolkit’ are designed to provide Voting Assistance Officers the resources, training, references, and instructions they need in order to administer a successful Voting Assistance Program. For any questions contact [vote@navy.mil](mailto:vote@navy.mil). Remember to check [www.fvap.gov](http://www.fvap.gov) frequently for updates and resources under the “Voting Assistance Officer” tab on the homepage.

**Overview of Included Resources (by folder)**

* **Absentee Voting Forms and Voting Assistance Guide:**
  + The 2016 Voting Assistance Guide. Remember: it is updated frequently throughout the election year. Check FVAP.gov for the most recent update.
  + Absentee voting forms: FPCA, FWAB, NVRF and applicable templates
* **All VAO Resources:** General information and resources applicable to all VAOs.
* **IVAO Resources:** Includes Installations Voting Assistance Officer specific guidance, training, designation letter, etc.
* **Marketing:** Includes posters, public service announcements (videos), handouts, and other promotional material. Creatively use these resources to increase the awareness of the Navy Voting Assistance Program and absentee voting process throughout your command.
* **References and Instructions:** Includes all governing guidance and Navy-specific Voting Assistance Program instructions. Note: the DoD Instruction is more current and overarching to the CNIC and OPNAV instructions. When guidance differs, the DoDI shall take precedence.
* **Training:** Includes training for both civilian and military voters. This is not Voting Officer training and is meant for absentee voters.
* **Voting Action Plans:** Includes both FVAP and Navy Voting Action Plan which outlines specific actions to be taken by VAOs in administering their Voting Assistance Program.