Voter Registration and Engagement Timeline for Nonprofits and Community Organizations

6+ Months Out	 □ Designate a Staff Lead – an internal champion who will coordinate voter engagement efforts □ Establish buy-in and support from your Executive Director and senior staff □ Create a voter engagement plan, including goals and timeline □ Review the voting procedures and deadlines in your state □ Identify potential partners to help provide training or resources □ Meet with your local election office to establish a relationship □ Develop a system for returning completed voter registration forms
5 Months Out	 ☐ Gather materials and resources to raise program visibility and engage voters (e.g. posters, buttons, and flyers) ☐ Train and motivate staff and volunteers who will interact with voters ☐ Kick off your voter engagement programs
4 Months Out	 □ Continue voter registration efforts □ Inform your community and supporters about your voter registration and voter education activities □ Reassess goals – how far along are you? Should you adjust your goals?
3 Months Out	☐ Prepare your get-out-the-vote plans ☐ Make sure 100% of eligible staff is registered and ready to vote
2 Months Out	☐ Intensify your voter registration and pledge to vote campaigns
1 Month Out	 □ Continue intensive voter registration and voter pledge efforts through your state's voter registration deadline □ Do get-out-the-vote and voter education activities, primarily during the final 2-3 weeks before Election Day □ Promote early voting and vote-by-mail opportunities □ Identify and prepare staff who can answer voting questions
Election Day!	☐ Participate in visibility and celebrate with an Election Day event ☐ Give staff time off to vote
Month After Election	Review, debrief, and evaluate your voter engagement efforts

