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Voting Assistance Program – Summary of Recommendations

Baseline:

- ✓ SOS mails Voting Assistance Toolkit to all Adult Foster Homes (AFH); Residential Care Facilities (RCF); Assisted Living Facilities (ALF), and Nursing Facilities
 - Partner with DHS for mailing lists (and possible distribution)
 - Toolkit includes:
 - Educational Video “Assisting Voters With Disabilities”
 - Educational Video “Alternate Format Ballot”
 - Voter’s Bill of Rights poster
 - Large Print and regular print voter registration cards
 - Information about Signature Attestation forms
 - Marking Your Ballot poster
 - Letter of Introduction from SOS
- ✓ County has at least one voting assistance team at the elections office to assist voters who come in to the office or call for assistance. A voter assistance team is made up of two individuals that do not share the same political party affiliation.
- ✓ HAVA Funds – HAVA Funds used to produce, copy, and distribute the Voting Assistance Toolkit. It is estimated each kit will cost approximately \$4 - \$6 including postage. There are approximately 2300 AFH’s; 500 RCF’s and 400 ALF’s in Oregon.

HAVA Funds required for Baseline Effort: \$12,800 - \$19,200

Minimum Effort:

Minimum Effort includes all Baseline tasks, making contacts, and doing on-site visits to facilities. For example:

- ✓ County Elections Office, or designated trained volunteer, contacts 2 – 4 care facilities in the county by phone to provide additional details about available services
- ✓ County Elections Office visits multiple facilities to provide on-site education and/or voter registration assistance

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- ✓ Attend and participate in a conference, fair or educational event that is specifically related to people with disabilities. Types of events might include any of the following:
 - Care provider training event
 - Regional conferences for care facility executives or staff
 - Regional training for Adult Foster Care Providers
 - Statewide or regional conferences sponsored by Oregon Health Care Association
 - Regional training for agencies that provide Home Health Care Services
 - Local Independent Living Center events
 - American Federation for the Blind (AFB) or National Federation for the Blind (NFB) regional, statewide or local events
- ✓ Participation might include:
 - Being a presenter at one conference session
 - Staffing a demonstration booth for the Accessible Computer Station and Alternate Format Ballot
 - Providing voter registration services for attendees
- ✓ HAVA Funds – Grants from \$100 - \$1,000 available
- ✓ Estimate 23 – 29 counties in this category

HAVA funds required for Baseline plus Minimum Effort: \$15,100 - \$48,200

Moderate Effort:

Moderate Effort includes all Baseline and Minimum Effort tasks and developing a more robust program. For example:

- ✓ County Elections Office hires a temporary employee to coordinate a more extensive program:
 - Coordinates volunteers
 - Coordinates on-site visits at 5 or more facilities to provide on-site education and/or voter registration
 - Provides voting assistance at one or two large facilities during the election cycle
 - Trains volunteers for ongoing efforts in future elections
 - Demonstrates the AFB and ACS at strategic locations such as Senior Centers, large care facilities and the like
- ✓ HAVA Funds – Grants from \$1,001 - \$5,000 available

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- ✓ Estimate 6 – 8 counties in this category

HAVA funds required for Baseline, Minimum, and Moderate Efforts:
\$21,106 - \$88,200

Maximum Effort:

Maximum Effort includes all Baseline, Minimum and Moderate Effort tasks and developing a full-blown assistance program across the county. For example:

- ✓ Organize and train multiple voter assistance teams that are available for individual or group voting assistance at remote locations
- ✓ Coordinate planned visits with multiple locations (care facilities, hospitals, senior centers, etc.) to provide voting assistance during the election
- ✓ Deploy the portable ACS and provide an on-site assistance team in various locations during the election cycle
- ✓ Do planned and ongoing outreach and education to county facilities throughout the year
- ✓ HAVA Funds – Grants from \$5,001 - \$8,000 available
- ✓ Estimate 4 – 8 counties in this category

HAVA funds required for Baseline, Minimum, Moderate and Maximum Efforts: \$41,110 - \$152,200

Assumptions:

- ✓ Voter Assistance Program is designed to be a progressive and scaleable program rather than a menu driven program
- ✓ While the Baseline effort will bring some attention to the problems faced by voters relying on others to assist them to vote, experience has shown that more personal approaches have more impact. Those tasks, as outlined in the Minimum, Moderate and Maximum Efforts, will help to display a real intent on the part of election officials to address specific problems faced by voters in all living situations where the voter is

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dependent on a care provider to help them fully participate in the elections process.

- ✓ Range of costs for funding the program at anticipated levels:
 - Baseline: \$12,800 - \$19,200
 - Minimum and Baseline: \$15,100 - \$48,200
 - Baseline, Minimum and Moderate: \$21,106 - \$88,200
 - Baseline, Minimum, Moderate, and Maximum: \$41,110 - \$152,200
- ✓ HAVA funds will provide counties with a one-time pot of money to help them develop a sustainable program. Counties should be creative and specific about how to make the program sustainable. Suggested partners for developing a long-term sustainable program include service organizations such as Elks and Kiwanis, independent living centers, the League of Women Voters of Oregon and the like. Counties will need to clearly articulate how they plan to sustain the proposed program
- ✓ There will be a range of funding available within each level of effort. The level of effort proposed will determine the amount of HAVA funds a county receives. A five-member review team made up of one person from the Secretary of State's office, one person from a disability advocacy group, one person with a disability and two county clerks will review and make specific recommendations for each proposal. Individuals serving on the review team would recuse themselves from making decisions specific to a request from their county, agency or organization
- ✓ Each county will provide the SOS with a written proposal that clearly articulates the initial effort and the plan for long-term sustainability of the program. This will require approval by the Board of Commissioners in most counties because it will affect the overall budget on a continuous basis
- ✓ Counties will follow best practices developed by SOS with input from counties
- ✓ SOS will provide Voting Assistance Toolkits to be used with the program
- ✓ Each county accepting HAVA funds will report how the funds were spent. A template reporting form will be developed by the SOS and will include an itemized list of expenditures