

# National Voter Registration Act

## Annual Training

### Trainee Workbook



English



Spanish



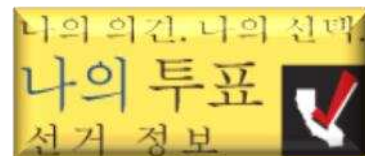
Hindi



Japanese



Khmer



Korean



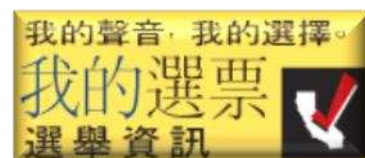
Tagalog



Thai



Vietnamese



Chinese





# Agenda

- |   |                   |
|---|-------------------|
| <b>1. Welcome and Introductions</b>                         | <b>5 minutes</b>  |
| <b>2. Warm-Up Activity, Review of Agenda and Objectives</b> | <b>10 minutes</b> |
| <b>3. History of Voting</b>                                 | <b>15 minutes</b> |
| <b>4. What's New &amp; What's the Same</b>                  | <b>15 minutes</b> |
| <b>5. Putting It into Practice</b>                          | <b>20 minutes</b> |
| <b>6. Closing Activity, Evaluation, and Certificates</b>    | <b>15 minutes</b> |

## Objectives

At the end of this training, trainees will be able to:

- Understand California WIC policies regarding the National Voter Registration Act.
- Identify the 10 languages the Voter Registration form is available in California.
- Identify the Secretary of State requirements for annual training.
- Practices assisting a participant complete the Voter Registration Card.

## Activity 1

### Identify the Voter's Rights Event

#### Instructions:

For each of the years listed, match the year with the significant change that occurred in the history of voting rights in United States. Write the letter next to the correct year. It is okay to work in pairs.

<u>Year</u>	<u>Event</u>
_____ 1870	<b>A.</b> The Voting Rights Act Amendments extended right to vote guarantees given in the 1965 legislation. Further provisions for Americans with disabilities.
_____ 1920	<b>B.</b> The 26 <sup>th</sup> Amendment lowered the voting age across the nation to 18.
_____ 1964	<b>C.</b> The 19 <sup>th</sup> Amendment gave women age 21 and older the right to vote.
_____ 1965	<b>D.</b> The National Voter Registration Act (aka Motor Voter) expanded the opportunity for convenient voter registration for every person of voting age by increasing the number of active government agencies serving as registries.
_____ 1971	<b>E.</b> The 15 <sup>th</sup> Amendment guaranteed the right to vote to all men that were 21 or older regardless of race or ethnic background.  This also gave native Americans the right to vote. But it wasn't until 1965 with the Voting Rights Act that they pursued it more.
_____ 1982	<b>F.</b> The 24 <sup>th</sup> Amendment made it illegal for states to charge poll tax to voters.  Residents in the southern states were charged a poll tax of \$1.00 to \$1.50 in order to vote.
_____ 1993	<b>G.</b> State legislature instituted additional goals. They include: enhance voting opportunities for every American; increase voter registration in underserved communities; and remove what's left of discrimination.
_____ 2012	<b>H.</b> The Voting Rights Act authorized the federal government to take over registration of voters in areas where state officials had regularly prevented blacks and other minorities from registering to vote or cast their ballots through usage of literacy tests, grandfather clauses, and intimidation tactics.

## **Activity 2**

### Name the Languages

**Instructions:**

Name the ten languages available that voter materials are available. Time allowed 5 minutes.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

## Activity 3

### Putting It into Practice

**Instructions:** Break into pairs. Practice the process of asking the new enrollee about registering to vote.

**Scenario 1:** You are enrolling a pregnant woman. She is Chinese and 22 years old. She speaks English but is more comfortable speaking Chinese.

1. She is not an American citizen.
2. Complete the “Voter Preference Form”.

**Scenario 2:**

1. She recently became naturalized as an American citizen.
2. She checks the “Yes” box on the “Voter Preference Form”.
3. She asks for assistance completing the “Voter Registration Form”.

## 2013 Voter Preference Form – English

If you are not registered to vote where you live now, would you like to apply to register to vote here today?  
(Check One)

- Already registered. I am registered to vote at my current residence address.
- Yes. I would like to register to vote. (Please fill out the attached voter registration form.)
- No. I do not want to register to vote.

**NOTE: IF YOU DO NOT CHECK A BOX, YOU WILL BE CONSIDERED TO HAVE DECIDED NOT TO REGISTER TO VOTE AT THIS TIME. YOU MAY TAKE THE ATTACHED VOTER REGISTRATION FORM TO REGISTER AT YOUR CONVENIENCE.**

Applicant Name \_\_\_\_\_

Date \_\_\_\_\_

### Important Notices

1. Applying to register or declining to register to vote will not affect the amount of assistance that you will be provided by this agency.
2. If you would like help in filling out the voter registration form, we will help you. The decision whether to seek or accept help is yours. You may fill out the voter registration form in private.
3. If you believe that someone has interfered with your right to register or to decline to register to vote, your right to privacy in deciding whether to register or in applying to register to vote, or your right to choose your own political party preference or other political preference, you may file a complaint with the Secretary of State by calling toll-free (800) 345-VOTE (8683) or you may write to: Secretary of State, 1500 - 11<sup>th</sup> Street, Sacramento, CA, 95814. For more information on elections and voting, please visit the Secretary of State's website at [www.sos.ca.gov](http://www.sos.ca.gov).

01/13 NVRA Voter Preference Form

## 2013 Voter Preference Form – Chinese

如果您沒有在現居住地進行選民登記，您是否希望今天在此申請選民登記？  
(勾選一項)

- 已經登記 我已在現住址進行選民登記。
- 是 我希望進行選民登記。(請填寫所附的選民登記卡。)
- 否 我不想進行選民登記。

**注意：** 如果您不在一個方格打勾，將會被視為您已決定不在此時進行選民登記。您可以在您方便的時候填寫隨附的選民登記卡進行選民登記。

申請人姓名 \_\_\_\_\_

日期 \_\_\_\_\_

### 重要通知

1. 申請進行選民登記或拒絕登記不會影響本機構將向您提供的資助數額。
2. 如果您希望在填寫選民登記卡時得到幫助，我們會幫助您。由您決定是否尋求或接受幫助。您可以自己填寫選民登記卡。
3. 如果您認為有人干預您進行選民登記或拒絕進行選民登記的權利、您決定是否登記或申請進行選民登記的隱私權、或是您選擇自己的政黨傾向或其他政治傾向的權利，您可以透過以下方式向州務卿提出投訴：撥打免費電話 (800) 339-2857 或寫信至：Secretary of State, 1500 - 11<sup>th</sup> Street, Sacramento, CA, 95814。欲獲取關於選舉和投票的更多資訊，請瀏覽州務卿網站 [www.sos.ca.gov](http://www.sos.ca.gov)。

01/13 NVRA Voter Preference Form – Chinese



## Filling Out a California Voter Registration Card (VRC)

- ① ② ③ Name: Legal name required
- ④ ⑤ ⑥ Home Address: This must be the address of residence.
- Include apartment number or space number.
  - No business addresses or P.O. Boxes.
  - If homeless, the applicant must describe location.
- ⑦ ⑧ Mailing Address: Only if different from residence address.
- ⑨ Date of Birth
- ⑩ U.S. State or Foreign Country of Birth
- ⑪ CDL/ID or SSN4 Federal law requires people registering to vote to fill in either:
- 1) California Driver License or Identification number; or
  - 2) The last four digits of the Social Security number.
- Alternative: County Assigns Unique ID  
If an applicant does not have an SSN or CDL/ID, the county elections office assigns a unique identifying number.
- ⑫ Email: (optional)
- ⑬ Phone number: (optional)
- ⑭ Political party preference
- Select one. Or optional. If no party selected the voter may not be able to vote for some parties' candidates at a primary election for U.S. President or party committee.
  - For information on California's qualified political parties, visit the California Secretary of State's website: <http://voterguide.sos.ca.gov/political-parties/>
- ⑮ In order to receive a vote-by-mail ballot in all elections initial in the space provided.
- ⑯ If you were registered to vote before, fill out  
Recently Married/Divorced? Recently Moved?  
New Name/Address: If the person was registered before under a previous name or address, fill out the previous name and/or address section.  
Changing Political Party Preference?  
New Party Preference: Re-register to vote with the new party preference by the 15th day before the date of the election.
- ⑰ Check the box for U.S. citizen and age by next election.
- ⑱ Applicants Must Sign and Date the VRC
- Unsigned forms are incomplete and cannot be processed by the county elections official.
  - If a person is unable to sign:
  - Make a mark; a witness 18 or over must write the voter's name next to the mark and sign their *own* name in the green box at the bottom of the VRC.
  - Use a signature stamp; the voter must stamp and submit the VRC in front of an elections official. [CA Elections Code § 354.5].
  - A power of attorney **CANNOT** be used.

## CALIFORNIA VOTER REGISTRATION FORM/加利福尼亞州選民登記表 SACRAMENTO COUNTY

Fill out this form if you are a new voter, have moved or changed your name, or want to change your political party preference. You must be a U.S. citizen and at least 18 years old by the next election to use this form. Use blue or black ink. Print clearly. - 如果您是新選民、已經遷居或已更改姓名或者希望改換您的黨派歸屬，請填寫本表。您必須是美國公民且在下一次選舉之前至少年滿18歲，方可使用此表格。請使用黑色或藍色墨水筆填寫。字跡應工整和清晰。

**Your legal name:** First name - 您的法定姓名: 名 \_\_\_\_\_ Middle name - 中間名 \_\_\_\_\_

① \_\_\_\_\_

Last name - 姓 \_\_\_\_\_

② \_\_\_\_\_

Optional - 自願填寫  
 Mr. - 先生     Mrs. - 夫人  
 Ms. - 女士     Miss - 小姐

Home address - not a P.O. Box or business address - (Number, Street, Ave., Drive, etc. Include N, S, E, W)  
 家庭住址 - 切勿填寫郵箱號碼或辦公地址 - (門牌號碼、街、街道、道等。若使用東、西、南、北，請指明。)

④ \_\_\_\_\_

City - 市 \_\_\_\_\_ State - 州 \_\_\_\_\_ Zip - 郵遞區號 \_\_\_\_\_ California county - 加利福尼亞州縣名 \_\_\_\_\_

⑤ \_\_\_\_\_ **CA** \_\_\_\_\_

If you do not have a street address, describe where you live (Cross streets, Route, N, S, E, W)  
 若無街道地址，請描述您的居住地點 (交叉街道、郵遞路線號碼、東、西、南、北)

⑥ \_\_\_\_\_

Mailing address - if different from above, or P.O. Box - 郵寄地址 - 若與上面的地址不同則應填寫；或者填寫郵箱號碼

⑦ \_\_\_\_\_

City - 市 \_\_\_\_\_ State - 州 \_\_\_\_\_ Zip - 郵遞區號 \_\_\_\_\_ Foreign country - 外國國名 \_\_\_\_\_

⑧ \_\_\_\_\_

Date of birth - 出生日期 \_\_\_\_\_ U.S. state or foreign country of birth - 美國出生請填寫州；外國出生請填寫國家

⑨ 

MM	DD	1	9	YY
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 ⑩ \_\_\_\_\_

CA driver's license or CA ID card # - 加利福尼亞州駕照或加利福尼亞州身份證號碼

⑪ \_\_\_\_\_

If you do not have a CA driver's license or ID card, list the last 4 numbers of your Social Security Number, if you have one. - 若無加利福尼亞州駕照或加利福尼亞州身份證，請列明您的社會安全號碼之最後四位數字 (若有則請填寫)。

SSN (Last 4 numbers) 社會安全號碼 (最後4位數字) \_\_\_\_\_

Phone numbers are posted at polling places on election day. - 選舉日當天會在投票站張貼電話號碼。

Email (optional) - 電子郵件 (自願填寫) \_\_\_\_\_ Phone number (optional) - 電話號碼 (自願填寫) \_\_\_\_\_

⑫ \_\_\_\_\_ ⑬ \_\_\_\_\_

⑭ Do you want to disclose a political party preference? - 您是否希望揭露自己的黨派歸屬？

**Yes, my political party preference is (check one):** - 是的，本人的黨派歸屬為 (請勾選一個選項)：

American Independent Party     Americans Elect Party     Democratic Party     Green Party  
 美國獨立黨                      美國人選舉黨                      民主黨                      綠黨

Libertarian Party     Peace and Freedom Party     Republican Party     Other (specify): \_\_\_\_\_  
 自由黨                      和平自由黨                      共和黨                      其他 (請具體寫明)：

No, I do not want to disclose a political party preference. If you check this box, you may not be able to vote for some parties' candidates at a primary election for U.S. President or party committee.  
 否，本人不希望揭露黨派歸屬。(若勾選此方框，則您可能不能在美國總統或政黨委員會初選中投票選舉某些政黨的候選人。)

⑮ To receive a vote-by-mail ballot in all elections, initial here: \_\_\_\_\_ 若希望索取每一次選舉的郵寄選票，請在此處填寫您的姓名縮寫字母：\_\_\_\_\_。

⑯ If you were registered to vote before, fill out below: - 若您過去曾經辦理過投票登記手續，請填寫以下內容：

First name - 名 \_\_\_\_\_ Middle initial 中間名縮寫字母 \_\_\_\_\_ Last name - 姓 \_\_\_\_\_

Previous address where you were registered - 過去投票登記時所使用的地址 \_\_\_\_\_ City - 市 \_\_\_\_\_

State 州 \_\_\_\_\_ Zip 郵遞區號 \_\_\_\_\_ Previous county 過去填寫的縣名 \_\_\_\_\_ Previous political party preference (if any) 過去的黨派歸屬選擇 (若有請填寫) \_\_\_\_\_

- 17 Are you a U.S. citizen?  
您是否為美國公民?  Yes-是  No-否
- Will you be 18 or older by the next election?  
至下一次選舉時,您是否將年滿18歲?  Yes-是  No-否

**A "No" answer to either question means you CANNOT register to vote.**  
若對其中任何一個問題回答「否」,則您不能登記投票。

18 **Read and sign below. - 請閱讀以下內容並在下方簽名。**

I am a U.S. citizen and will be at least 18 years old on election day. I am not in prison or on parole for a felony. I understand that it is a crime to intentionally provide incorrect information on this form. I declare under penalty of perjury under the laws of the State of California that the information on this form is true and correct. - 本人是美國公民,而且於選舉當日將至少年滿18歲。本人未因重罪而被監禁或處於假釋期。本人明白,蓄意在此表格中提供不實資訊屬於犯罪行為。本人鄭重聲明,我在此表格中所填寫的資訊屬實且正確,否則願依據加利福尼亞州法律接受偽證罪處罰。

Voter Signature - 選民簽名 Month-月 Day-日 Year-年

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**Important!** To vote in the next election, you must mail or deliver this card at least 15 days before the next election. New voters who register by mail may have to show their ID at the polling place the first time they vote.  
重要說明! 若希望在下次選舉中投票,您必須至少在下次選舉的15天之前郵寄或遞交此卡。採用郵寄方式登記的新選民必須於第一次投票時在投票站出示其身份證。

Tear here and fold. Moisten edge to seal. Do not staple or tape.  
撕開這裡並折疊。潤濕邊緣來封起。請勿使用訂書針或膠帶黏貼。  
The bottom part is your receipt.  
Keep it until you receive a Voter Notification Card in the mail.  
請保留收條直到收到郵寄的「選民投票通知書」為止。

As a registered voter, you may vote for any candidate for state or congressional office, regardless of the party preference or lack of party preference disclosed by you or the candidate.

作為登記選民,您可以投選任何一位州府公職候選人或國會公職候選人,而無論您本人或相關候選人的黨派歸屬如何,也不考慮您本人或相關候選人未曾揭露黨派歸屬的情況。

**For Elections Information Contact:**

若需更多選舉資訊,請聯絡:

Registrar of Voters  
7000 65th Street, Suite A  
Sacramento CA 95823-2315  
(916) 875-6451

**Questions, problems or to report fraud:**

Contact the Secretary of State.  
Call: (800) 345-VOTE (8683)  
Email: [elections@sos.ca.gov](mailto:elections@sos.ca.gov)  
Web site: [www.sos.ca.gov](http://www.sos.ca.gov)  
Or contact your county elections office.

**Optional - 自願填寫**

- A.  Check here if you can be a poll worker.  
若您可以擔任投票站工作人員,請勾選此方格。  
(If bilingual, indicate language:  
若您講雙語,請寫明語言: \_\_\_\_\_)
- Check here if you can provide a polling place on election day.  
若您可於選舉日提供投票場所,請勾選此方格。
- B. Your ethnicity/race: - 您的族裔/種族: \_\_\_\_\_
- C. Check your language preference:  English  Spanish  
請勾選您的語言選擇: Español
- Chinese  Vietnamese  Korean  Tagalog  Japanese  
中文  Việt ngữ  한국어  日本語
- Hindi  Khmer  Thai  
हिन्दी  ភ្នំ  ไทย

**Did someone help you fill out or deliver this form?  
您是否曾經請其他人幫助您填寫或遞交此表格?**

If yes, the person who helped you must fill out and sign both parts of this green box.  
若是如此,為您提供幫助的人士必須填寫以下內容並簽名。

Signature - 簽名 Month-月 Day-日 Year-年

Name, address and tel.: - 姓名、地址和電話號碼: \_\_\_\_\_

Org. name and tel. (if any): - 組織機構名稱和電話號碼(若有請填寫): \_\_\_\_\_

(This part is the voter's receipt. - 此部分是選民的收條。)

Signature - 簽名 Month-月 Day-日 Year-年

Name, address and tel.: - 姓名、地址和電話號碼: \_\_\_\_\_

Org. name and tel. (if any): - 組織機構名稱和電話號碼(若有請填寫): \_\_\_\_\_

**The law protects your voter registration information against commercial use. Report any problems to the Secretary of State's Voter Hotline: (800) 345-8683.**

法律保障您的投票登記資訊免作商業用途使用。您可向州務卿辦公廳選民熱線電話報告任何問題: (800) 339-2857。

**若有疑問或問題, 或者需舉報舞弊行爲:**

請聯絡州務卿辦公廳。  
電話: (800) 339-2857  
電郵地址: [elections@sos.ca.gov](mailto:elections@sos.ca.gov)  
網站: [www.sos.ca.gov](http://www.sos.ca.gov)  
或者致電縣選舉處。

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## Resources

### Secretary of State

Elections Division - NVRA Coordinator

1500 11th Street, 5th Floor

Sacramento, CA 95814

Phone: (916) 657-2166

Email: [nvra@sos.ca.gov](mailto:nvra@sos.ca.gov)

Website: [National Voter Registration Act \(NVRA\) - California Secretary of State](#)

### Additional Info

**A Guide to Voting in California (video):**

[California Elections and Voter Information - Elections & Voter Information - California Secretary of State](#)

**Secretary of State NVRA Website:**

[sos.ca.gov/elections/nvra/](http://sos.ca.gov/elections/nvra/)

**Voter Information:** [sos.ca.gov](http://sos.ca.gov)

Call (800) 345-VOTE (8683)

TDD Only: (800) 833-8683

**County Elections Offices:**

[sos.ca.gov/elections/elections\\_d.htm](http://sos.ca.gov/elections/elections_d.htm)

**NVRA Contact Information:**

Phone: (916) 657-2166

Fax: (916) 653-3214

Email: [nvra@sos.ca.gov](mailto:nvra@sos.ca.gov)

# Appendix I

## WIC Program Manual (WPM) Policies Related to NVRA

This training includes the most current information on voter rights. However, some WIC policies may not reflect all of the updates. Policies will be revised in the near future to reflect content from this training.

[Staff Training WPM 190-00](#)

[NVRA Training WPM 190-30](#)

[National Voter Registration Act WPM 700-06](#)