



## Nonprofit Partners Voter Registration Training: A Guide to Training Your Staff

### Option #1: Facilitate Group Training

#### **Materials needed:**

- Nonprofit Partners Manual
- Your State's Voter Registration Laws Summary
- Train the Trainer Power Point
- Power Point Presenter Slide Guide
- Piece of butcher paper for Agenda (make before hand!)
- Pieces of butcher paper for brainstorming activities

#### **Things to think about as an organization before going forward with training:**

- Will you be collecting completed voter registration forms and turning them into election officials on behalf of your clients?
- If so, what system will you put in place to make sure all the forms get into election officials in a timely manner? (See Section 6 on Managing and Tracking Your Program in the Manual for more information.)
- Who will be talking to clients about voter registration? Which programs? At one point in the program's interaction with clients? These people should be included in the trainings.

#### **General Instructions:**

The Train the Trainer Kit includes a Power Point Presentation and a Presenter Slide Guide. One person at your organization can facilitate the training for the other staff by reading the suggested information that corresponds to each slide and guiding staff through the suggested activities. The training doesn't need to take very long—30 minutes to 1 hour is a great start.

#### **Sample Agenda: 1 Hour**

1. Importance of Voter Registration (10 minutes)
2. Nonpartisan Dos and Don'ts (10 minutes)
3. Your State's VR Laws and Rules (10 minutes)
4. Best Practices (10 minutes)
5. Role Plays (20 minutes)

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## Option #2: Group Discussion

Materials needed: Voter Registration Manuals

If you decide to have a group training in which you are discussing key information with your staff, it's important to discuss the following topics. We have provided some suggestions for activities to help the information sink in.

### **I. Importance and History of Voter Registration**

1. Watch a video on the history of voter registration. We recommend:  
<https://www.youtube.com/watch?v=P9VdyPbbzII>
2. Brainstorm why voter registration is important to individuals, your community, and your organization. We recommend making a poster together for each category (individuals, community, and organization) and really taking time to talk it through.
3. Create your organization's own language by writing personal or organization-specific sentences about the importance of voter registration. Look in the Training Workbook for a worksheet and suggestions on Page 8.

### **II. How to Talk about Voter Registration in a Nonpartisan Way**

1. Review the "Do's and Don'ts of Being Nonpartisan" in the Manual.
2. Don't forget to review the "additional considerations" as well.

### **III. Your State's Voter Registration Laws and Rules**

1. Review eligibility and key laws in your state—see your state's summary and the Project Vote Voter Registration Guide for more information.
2. Look at your state's voter registration form and required information.

### **IV. Best Practices**

1. Review the Project Vote best practices suggestions in your Manual.
2. Brainstorm how to respond to common client responses to voter registration—the worksheet is available in your Manual on page 16.
3. Role plays! Have people go through an "ask" together using the script on pages 18 and 19. Then, once people are comfortable, have them act out more difficult scenarios like:
  - a. The client is excited about voting but isn't a citizen.
  - b. The client has a felony conviction and isn't sure if they can vote.
  - c. The client thinks all politicians are corrupt and doesn't care about voting.
  - d. The client has low literacy and is worried about writing on the form.
  - e. Create your own! What is most likely to come up with your clients?

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