

Dear Advocate,

Thank you for participating in the 2016 NASW-Michigan voter registration drive. Social workers are crucial to ensuring that communities are informed and engaged in the voting process. The more our communities are empowered to be engaged, the more policy makers listen to their needs.

Enclosed in the voter registration packet is some literature to get you acquainted with the voter registration process, why it is so important for people to vote, and the steps you need to take to ensure that registration is completed properly. **Also, please go to [www.nonprofitvote.org](http://www.nonprofitvote.org) and browse through all of the information presented there that is specific to you or your organization and the State of Michigan.** There are many helpful brochures and videos to help make your campaign a success.

Included in this packet:

- Voter Registration Drive Checklist
- Important Deadlines
- Registering to Vote: A Step-by-Step Guide
- Voting is Social Work
- Reasons to Register and Vote
- A Voter Registration Toolkit for Nonprofits
- A Voter Registration Checklist
- Tips for Asking Someone to Register to Vote
- Voting and Homelessness
- You Can Vote if You Have a Felony
- A blank registration forms to print, with instructions
- Questionnaire (must be completed and returned to NASW to qualify for prizes – 5 who register most voters win a t-shirt and school of social work that registers the most voters gets recognition at LEAD)

Finally, don't hesitate to contact the NASW-Michigan office either by email at [policy@nasw-michigan.org](mailto:policy@nasw-michigan.org) or by phone at 1-517-487-1548 ex11 if you have any questions or need any kind of assistance. We are here to ensure you're successful in reaching your goal.

Sincerely,



Allan Wachendorfer, LLMSW  
Director of Public Policy  
NASW-Michigan

## 2016 NASW-Michigan Voter Registration Drive Checklist

- Review all the enclosed materials**
- Go to [www.nonprofitvote.org](http://www.nonprofitvote.org) to find more information specific to your campaign**
- Make a plan and execute (see enclosed materials)**
- Send your completed registration forms to your county clerk (must be postmarked by October 11<sup>th</sup>)**
- Fill out the short questionnaire and return to NASW-Michigan**
- SMILE, because you made a difference!**

**Contact NASW-Michigan at [policy@nasw-michigan.org](mailto:policy@nasw-michigan.org) or 517-487-1548 ex11 if you have questions.**

## **Important Deadlines:**

- **September 27<sup>th</sup> is National Voter Registration Day**
- **October 11<sup>th</sup> is the voter registration deadline in Michigan (all mailed in forms must be postmarked by October 11<sup>th</sup>)**
- **November 5<sup>th</sup> at 2pm is the deadline to apply for an absentee ballot. In the case of an emergency, you can request an emergency absentee ballot up until 4pm on Election Day, November 8<sup>th</sup>.**
- **November 8<sup>th</sup> is Election Day (polls are open from 7am to 8pm)**

# Voting is Social Work

Supporting nonpartisan voter registration, education and outreach should be a part of every social worker's professional practice.

## The importance of voting for individuals:

### ✓ Well-being and life Satisfaction

Being politically active is linked with greater well-being and life satisfaction, according to research conducted by Tim Kasser, Ph.D. and reported in *Political Psychology*.<sup>1</sup>

### ✓ Mental Health

Political engagement lessens some of the negative mental health consequences related to oppression and discrimination and increases overall well-being.<sup>2</sup>

### ✓ Greater Health

Being politically active increases an individual's sense of satisfaction, provides them an opportunity to feel positive and connected to others. In general, voting increases happiness and life satisfaction.<sup>3</sup>

Even if the winner of an election was not their preferred choice, "people are happier with the outcome and they feel more in control of their lives, if they voted."

-Psychologist Marc Zimmerman, professor at the University of Michigan's School of Health

### ✓ Personal Agency

Voting is a form of personal empowerment that gives the opportunity to voice opinions.<sup>4</sup>

## Voting also benefits Nonprofits and communities

Who votes matters, not just to elect a candidate, but to determine policy. Elected officials base policy decisions not on the greatest need of all citizens, but on the needs of groups most likely to vote.<sup>5</sup>

Leighly & Nagler, 2014

### Nonprofits can increase civic participation

Voters contacted in-person by nonprofits during services voted at higher rates than other registered voters in their state across all demographics.<sup>6</sup> Nonprofits reach people largely ignored by political campaigns.

### Communities who vote receive more attention and increased funding

Studies show that communities that vote receive more attention and more resources.<sup>7,8</sup>

### Creates a more representative electorate

Nonprofits disproportionately reach individuals who are younger, lower-income, and more diverse than the general public and groups that historically participate at lower rates.<sup>9</sup>

### Build Stronger Nonprofits and communities

Nonprofits whose communities vote have more access to elected officials, increased clout on issues, and are better positioned to advance their mission.<sup>10</sup>

The Humphreys Institute for Political Social Work is proud to be a partner on the  
**National Voter Empowerment Campaign**  
[www.VotingIsSocialWork.org](http://www.VotingIsSocialWork.org)



## References

- <sup>1</sup> Klar, Malte and Kasser, Tim. (2009). Some Benefits of Being an Activist: Measuring Activism and Its Role in Psychological Well-Being. *Political Psychology*, 30 (5), 755- 777.
- <sup>2</sup> Sanders, L. M. (August 30- September 2, 2001). The psychological benefits of political participation. Annual Meeting of the American Political Science Association. San Francisco. Retrieved. January 13, 2016, from <http://www.nonprofitvote.org/documents/2010/11/the-psychological-benefits-of-political-participation.pdf>
- <sup>3</sup> Klar & Kasser, 755-777.
- <sup>4</sup> The psychological benefits of political participation.
- <sup>5</sup> Leighly, J.E., & Nagler, J. (2014). *Who votes now?* Princeton, NJ: Princeton University Press.
- <sup>6</sup> Can Nonprofits Increase Voting Among Their Clients, Constituents, and Staff? An Evaluation of the Track the Vote Program. 2012. [www.nonprofitvote.org](http://www.nonprofitvote.org)
- <sup>7</sup> Martin, P. S. (2003, January). Voting's rewards: voter turnout, attentive publics, and congressional allocation of federal money. *American Journal of Political Science*, 47(1), 110-127.
- <sup>8</sup> Martin, P. S., & Claibourn, M. P. (2013). Citizen participation and congressional responsiveness: new evidence that participation matters. *Legislative Studies Quarterly*, 38(1), 59-81.
- <sup>9</sup> Can Nonprofits Increase Voting Among Their Clients, Constituents, and Staff? An Evaluation of the Track the Vote Program
- <sup>10</sup> Martin, 110-127.

For more information, including an annotated bibliography on the importance of voting, go to  
[WWW.VotingIsSocialWork.org](http://WWW.VotingIsSocialWork.org)



# Reasons to Register and Vote

**There are as many reasons to vote as there are voters. When speaking to your clients and constituents about the reasons for voting, try a variety of different approaches.** Many people vote because they are for or against an issue or candidate. For others, voting is about ensuring high voter turnout in the community, which results in greater access to elected officials and more of a say in decisions affecting the community. Review these and other reasons to register and vote below.

## For this nonprofit, your community...or those who can't vote

### For this nonprofit

Our nonprofit depends on support from the city or state to maintain our funding and services. Elected officials respond to neighborhoods and communities where more people are registered to vote and vote.

### For your community

Neighborhoods and communities that vote get more attention from candidates and office holders. They are less likely to visit and listen to communities that don't participate in elections.

### For our kids and youth

People under 18 can't vote. Our children or youth depend on us to represent their voices too! When we vote, we are looking out for our kids, and their futures. Vote for their future as well as yours.

### For neighbors not yet citizens

Many in this community are not citizens. They can't vote. They need you/us to vote for them.

## To make your voice heard on an issue or candidate (Don't let others decide for you)

### Every vote does count!

Remember: there is power in numbers. When we vote and get our family members to vote, we can impact outcomes and change the debate.

- Many elections are decided by less than 100 votes.

- You send a message by what candidate or party you vote for. Even if your candidate doesn't win, the number of votes they do get impacts what's decided by government.
- Just how close the vote is changes who might run and win the next time.

### Don't let others decide for you

If you don't vote, you're letting others decide who wins and what issues matter. Today's non-voters actually favor government and social services (like access to health care, spending on education, income inequality or public safety) at a much higher rate than people who vote regularly.

### Send a message. Register to vote for change

More people voting can send the message that we want new policies and more attention to this neighborhood.

### Honor our history and the right to vote!

Voting is one of our most important right as citizens. As long as this country has existed, communities like ours have had to fight for the right to vote. There are still people today who don't want some people to vote. It's our turn to stand up and vote to preserve this right the honor of those who went before us.

## Because of what's at stake in the next election

### An issue

Cite an issue specific to your nonprofit or community like health care access, affordable housing, school funding, etc. Who we elect can be as much about protecting a program as it is starting a new one.

### A specific race

Mention an important or high profile race they might know about. Even if the election doesn't look close, the size of the victory or loss can make a difference in what happens next.

### A new candidate running

It is nonpartisan to point out interesting new



# Reasons to Register and Vote

candidates, like the first time an Asian-American or Latino candidate is running for a seat up for election.

## **An important ballot measure**

Nonprofits can advocate for and against ballot measures. Asking your clients and constituents to vote in support of your position is a good motivator.

## **It's easier than you think**

### **It's easy**

In many ways, voting has gotten easier in recent years. Once you've done it once, you'll find it easier to vote again and again.

**I can't vote...**  
but you can vote for me

- ✓ Access & quality healthcare
- ✓ Better schools
- ✓ Safer communities
- ✓ Jobs

**My future depends on you.**



### **Even easier**

If your state has expanded early voting, no-excuse absentee or mail voting, or added language assistance, be sure to emphasize how that makes voting even easier.

### **You can get help**

You can get help voting. Ask your family and friends or someone who follows politics. They'll have good ideas about what's important and which candidates or issues to support or oppose. (Have a handout on voting in your state and how to get help.)

### **Don't know the candidates?**

Say we'll make sure you get information on the candidates before the next election. In the meantime, ask your friends and family. They may have some ideas.

### **And finally...**

**If you're not registered, you can't vote!**

## **Resources**

The benefits of voting – for individuals, nonprofits and your health.

[www.nonprofitvote.org/benefits-voting](http://www.nonprofitvote.org/benefits-voting)

# A Voter Registration Toolkit

## FOR NONPROFITS AND SOCIAL SERVICE AGENCIES

**Registering to vote is the first step toward becoming an active and engaged voter. Nonprofits are powerful vehicles for ensuring our communities register, participate and vote. This guide explains the basics of conducting voter registration for 501(c)(3) nonprofits. To learn even more about voter registration, visit Nonprofit VOTE's website at: [www.nonprofitvote.org/voter-registration.html](http://www.nonprofitvote.org/voter-registration.html)**

### Why Voter Registration and Why Nonprofits?

Although other forms of voter engagement play an important role in helping underrepresented communities participate and vote, voter registration can be particularly impactful. Voter registration is the first step to becoming an engaged voter, whether you're a newly eligible voter registering for the first time or simply need to update your registration. Voter registration efforts have a significant impact on voter participation—in a presidential election, nine out of ten registered voters will turn out to vote. Research by Nonprofit VOTE demonstrates that when nonprofits talk to and assist their clients with registering to vote, individuals are much more likely to vote—and more likely to talk to their friends and family about voting.<sup>1</sup>

Nonprofits play a unique and important role in voter registration efforts. As trusted and respected community institutions with frequent face-to-face contact with clients and constituents, nonprofits can reach and register individuals often missed by traditional political campaigns and advocacy organizations.

### Seven Basic Principles of Agency-Based Voter Registration

#### 1. Planning Ahead

The first step to successfully registering voters is to plan ahead. Here are several factors to consider:

**Deciding when and where:** Decide when and where it is appropriate to integrate voter registration into

your work, whether at a central location, as a part of a specific service or program, or at special events or on particular days.



**Who's in charge:** Similar to any coordinated effort, voter registration works best when a designated staff person takes the lead on coordinating registration activities. This person is responsible for getting and returning voter registration forms and also serves as a resource for other staff members. Depending on how large your voter registration efforts become, you may also want to recruit volunteers to assist with these tasks.

**Gaining Buy-in:** The passion of one individual is often enough to launch voter registration efforts within an agency, but building broader buy-in is essential to ensure continued success. It is particularly important to get buy-in from the Executive Director and other staff before voter registration activities begin.

<sup>1</sup> Visit [www.nonprofitvote.org/nonprofit-voter-engagement-research.html](http://www.nonprofitvote.org/nonprofit-voter-engagement-research.html) for more on the 2010 study.

## 2. When to Do It

Voter registration is an important service nonprofits can offer year-round, especially when it is integrated into the organization's ongoing activities. Research has shown that *the best time to encourage individuals to register to vote is in the month leading up to your state's registration deadline* when visibility and interest from voters is at its peak.

## 3. Where to Do It

**At Your Agency or Office:** One of the best—and most effective—places to register voters is in your agency or office because community members come to you. By conducting voter registration on-site, you also leverage the trust and respect you have earned from the community.

**At Events:** You can register voters at special events sponsored by your nonprofit, such as an annual meeting, a special forum, or trainings. Voter registration is also effective at local events such as a high school graduation, a citizenship ceremony, a local community fair, or workshops and classes. Set up a voter registration table or have volunteers carry clipboards and mingle among the crowd.



**In the Community:** Highly trafficked areas in your community offer another good opportunity to reach and register voters. Consider sending a youth or volunteer team to a transit stop, supermarket, or other busy area.

## 4. Know the Voter Registration Rules in Your State

Voter registration rules vary from state to state. It's important to know the rules in your state, including:

**Registration Deadline:** Make sure you know the registration deadline in your state. Visit our site for upcoming deadlines in your state.

### Eligibility:

**Age:** The general rule is that you can register as long as you will be 18 on or before Election Day. However, some states offer pre-registration for 16 and 17 year olds. Visit our site to learn whether your state is one of them.

**Past Felony Conviction:** Most states restore full voting rights to a person with a felony conviction upon release from prison or completion of their sentence. However state laws vary. Visit your state's voter registration page on our site to learn more about registering to vote as an ex-offender.

### How to Get Registration Forms:

**From an Elections Official:** You can get forms from elections officials in your county, city, or town or from your state election office. Visit our site to find your local elections official.

**Printed out:** Voter registration forms can also be downloaded and printed from the internet, then mailed directly to your local elections office. In many cases, the forms can be filled out on a computer and then printed, signed and returned to a local elections official.

**Online:** Several states allow online registration, without any paper form. Visit our site to learn whether your state currently offers online registration.

**Returning Registration Forms:** Return completed registration forms promptly to your local election clerk either in person or by mail. Some states require that completed forms be returned within a certain number of days. Visit our site to learn more about turnaround times in your state.

**Other Special Requirements:** Some states have special requirements for organizations that want



to conduct voter registration or hold a registration drive. Most don't. Visit our site to learn more.

## 5. Helping Voters Complete the Form

For first-time voters or individuals less familiar with the process, assistance can be helpful and can put them at ease. Double check that the forms have been filled out correctly and include all of the required information, such as:

**Eligibility Check Boxes:** Don't forget to check the two boxes verifying that the person registering will be 18 on or before Election Day and is a U.S. citizen.

**Date of birth:** The date of birth is often only partially completed or missed altogether.

**ID number:** In most states "ID Number" means a *driver's license or state-issued ID number*. If someone doesn't have a valid state-issued ID, they can use the *last four digits* of their social security number. Some states ask for the full social security number.

**Signature:** The form isn't complete without a signature!

## 6. Dealing with Special Circumstances

Some community members may have special circumstances that affect their ability to both register and vote. Examples include individuals who are homeless, victims of domestic violence, and people with mental or physical disabilities. Visit our site to learn more about how these and other circumstances affect the registration process in your state.

## 7. Staying Nonpartisan

Voter registration is a perfectly safe and legal activity for 501(c)(3) nonprofits<sup>2</sup>, as long as it is done in a nonpartisan manner. Three main guidelines exist for nonprofits:

1. Nonprofit staff or volunteers may not suggest what candidate to support or what party to join. You may, however, explain the difference between joining a party and registering without party affiliation. For example, in states with a closed primary system, only members of a party may vote in that party's primary

election. In others, unaffiliated voters may choose which party primary to vote in. It's easy to quickly learn your state's rules.

2. When answering questions about candidates and parties, volunteers and staff may refer people to other sources, such as a local newspaper or other nonpartisan voter guide.

3. Nonprofits are free to register all the people they serve, including staff, volunteers and the local community, regardless of perceptions that certain communities vote a certain way. Nonprofits may also target underserved areas with a history of lower voter participation.



The IRS specifically cites voter registration as an appropriate nonpartisan activity for 501(c)(3) organizations. It is also worth noting that many government agencies are required by law—under the National Voter Registration Act—to offer voter registration, including all federal agencies offering public assistance (WIC, Medicaid, etc.), departments of motor vehicles, and state-funded disability organizations. Refer to Nonprofit VOTE's factsheet on the National Voter Registration Act to learn more.

<sup>2</sup> The four exceptions to this rule are AmeriCorps, Head Start, Legal Services and Community Action Agencies. Visit our site to learn more.



# A Voter Registration Checklist:

## FOR NONPROFITS AND SOCIAL SERVICE AGENCIES

- Make a **PLAN** – the who, how, when and where
- Get **BUY IN** from the Executive Director and other staff
- Make **STAFFING** decisions
  - Who will lead your voter registration efforts?
- Decide **WHEN** you will do voter registration
  - On an ongoing basis
  - As part of a registration drive
  - On a single “Registration Day”
- Get **REGISTRATION FORMS** or set up a computer for online voter registration
- Decide who will be responsible for **RETURNING** completed registration forms in a timely manner
- Get any **SUPPLIES** you may need
  - Supplies for your office
  - Supplies for off-site registration
- Know the **REGISTRATION RULES** in your state
  - The registration deadline
  - Eligibility requirements (e.g. Ex-offenders and voting)
  - Where to return the forms
- TRAIN** staff and volunteers on how to fill out the form
  - Things to look out for: age and citizenship check boxes, date of birth, license number or last four digits of SS#, and signature
- Create a voter registration **DISPLAY** in your office
  - Hang up Nonprofit VOTE’s “Register to Vote” poster
  - Put out signs and factsheets like the registration deadline
  - Make your registration area or kiosk stand out
- PROMOTE** your registration activities
  - Highlight it in your internal and external communications
  - Have your staff to talk to people about registering to vote
- Keep **TRACK** of your registration forms
  - Copy completed forms or capture contact info for follow up



[www.nonprofitvote.org](http://www.nonprofitvote.org)

info@nonprofitvote.org  
89 South Street, Suite 203  
Boston, MA 02111  
617.357.8683



# Harnessing the Power of the Nonprofit Vote

## Tips for Asking Someone to Register to Vote



### MAKING THE ASK

- ★ Start with the question: can I update your registration? This is more effective than starting with asking if they'd just like to register to vote.
- ★ If a person says they're already registered, be sure to ask "Have you moved recently?" Updating a registration is just as important as a new one.
- ★ Get out from behind the table and invite people to talk to you. Look like you're having fun.
- ★ When you're talking to somebody, start to put the pen and clipboard in their hand. You'll be surprised at how many people will automatically start filling it out.

### DURING THE CONVERSATION

- ★ If somebody doesn't want to register or has a question, use our "common responses". Keep the conversation positive!
- ★ Take nothing personally. If people really don't want to register or are unfriendly, move on.
- ★ Explain the voter registration card to each voter. Make sure to highlight a few key points, keeping it conversational and on a peer-to-peer basis.

### WHAT TO HAVE ON HAND

- ★ Ideas for non-citizens and people under 18. Use our factsheet here.
- ★ You may want to have handouts on voting in your state or flyers for an upcoming event or activity offered by the nonprofit. Give them out at the end of your conversation. They can be distracting if you hand them to voters right away.
- ★ Treats for people approaching the table. A bowl of sweets or "I work/volunteer for a nonprofit" stickers. Or another inexpensive giveaway.
- ★ Decorations. Balloons, displays, banners or posters can make your table inviting.



A nonpartisan, national campaign to encourage every eligible nonprofit staff and volunteer to register and vote.

A project of Independent Sector, National Council of Nonprofits, Nonprofit VOTE and the United Way Worldwide

[www.nonprofitvotescount.org](http://www.nonprofitvotescount.org)



# Voter Registration Checklist

## GET STARTED

- Choose your audience: People using your services, your staff or your community?
- Make a plan: Tabling in your lobby or at an event. Integrating into services or outreach
- Set times and locations

## TRAIN AND PREPARE

- Recruit and train staff and volunteers needed. Consider language needs of community
- Review how to do voter registration in your state – [www.nonprofitvote.org/voting-in-your-state](http://www.nonprofitvote.org/voting-in-your-state)
- Contact your local election office - [www.usvotefoundation.org/vote/eoddomeestic.htm](http://www.usvotefoundation.org/vote/eoddomeestic.htm)
- Have a process to store and return completed voter registration forms

## SUPPLIES

- Get state registration forms – see box below
  - Create a sample script – <http://www.nonprofitvote.org/voter-registration-2>
- Post “Register to Vote” posters
- Print stickers to identify volunteers
- Get giveaways to use when tabling (stickers, pens, etc.)

## SET UP

- Set up table and chairs. Table decorations such as banners, balloons or displays
- Prepare handouts such as a notice of an event or new service or information on the election

## PROMOTION

- Advertise your voter registration activity
- Ask staff to direct people to your voter registration table

## VOTER REGISTRATION FORMS AND ONLINE VOTER REGISTRATION

- Voter registration forms are available at your local election office or state election website. Paper forms are easier to use for tabling or voter registration drives.
- Online voter registration is now available in more than 30 states. It requires having a current driver’s license or state ID and a computer or tablet handy. You also can’t make a copy of the form to save contact information to follow up with the new voter about voting.

For more on registering to vote in your state go to — [www.nonprofitvote.org/voting-in-your-state](http://www.nonprofitvote.org/voting-in-your-state)

# You Can Vote If You Have a Felony



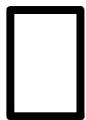
A person who has been released from jail or prison can vote!\*



People on probation, parole and tether can vote!\*



People in jail awaiting arraignment or trial can vote!\*



**Only** people who have been convicted and are currently incarcerated in a prison or jail cannot vote - until they are released.\*



[www.miccd.org/nationoutside](http://www.miccd.org/nationoutside)

Voter rights information provided by Nation Outside: The Voice of Formerly Incarcerated People. To check your status and register to vote visit:  
[www.vote.org](http://www.vote.org)

\*Source: Michigan Secretary of State

## Registering to Vote

A Step-by-Step Guide



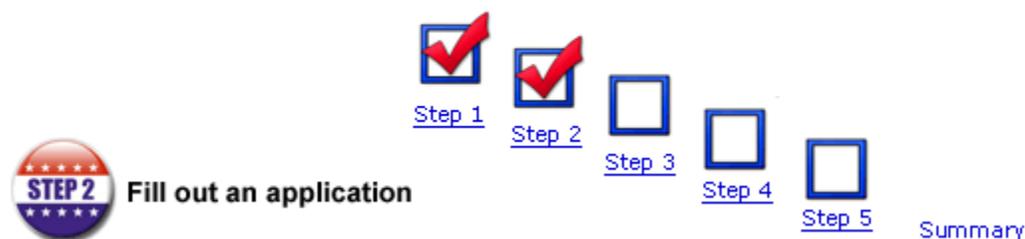
To register to vote, you must be all of the following:

- A U.S. citizen
- At least 18 years old by Election Day
- A resident of Michigan
- A resident of the city or township where you are applying to register to vote.

If you want to check to see if you are registered, visit [www.Michigan.gov/vote](http://www.Michigan.gov/vote). There you will find information about registering to vote and voting, voting equipment, polling place locations, state and local ballots, the candidates, campaign finance and more. Your local clerk can help with questions about your voter registration, polling place location and working at the polls.

## Registering to Vote

A Step-by-Step Guide



(You must be registered to vote at least 30 days before the election, so keep that in mind if you are registering with the intention of voting in an upcoming election.)

You may obtain the application at one of the following:

- Your local [Secretary of State branch office](#)
- Your local county, city, or township clerk's office
- Offices of several state agencies, like the Department of Human Services, the Department of Community Health, and the Department of Labor and Economic Growth
- Military recruitment centers
- Voter registration drives
- [Online at www.Michigan.gov/sos](http://www.Michigan.gov/sos)

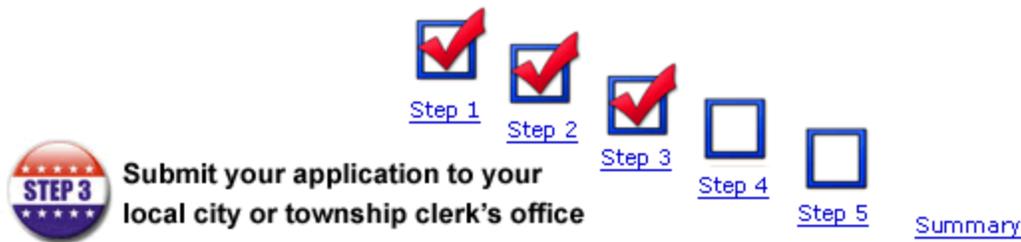
Michigan law states that **the same address must be used for voter registration and driver's license purposes**. That means, if the residence address you provide on the application differs from the address shown on a driver's license or personal identification card issued by the state of

Michigan, the Secretary of State will automatically change your driver's license or personal ID card address to match the residence address entered on this form. If a change is made, the Secretary of State will mail you an address update sticker for your driver's license or personal ID card.

If you are living outside the U.S., you may send a [Federal Postcard Application](#) to register to vote. This application is distributed through U.S. embassies and military bases. It also serves as a way to request an absentee ballot.

## Registering to Vote

*A Step-by-Step Guide*



If you hand-deliver your application, the staff person helping you will take your form and you don't need to do anything else.

If you have never registered to vote in Michigan and choose to mail in your application, you will need to meet an identification requirement. This means you must:

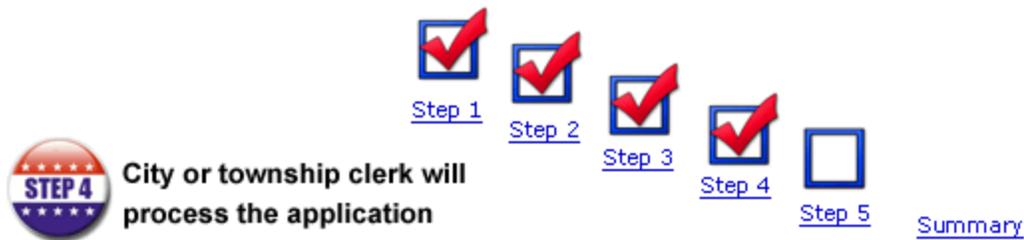
- Enter your driver's license number or personal identification card number where requested on the form. OR
- Send a *copy* of **ONE** of the following forms of identification with your application:
  - i. A *photocopy* of your driver's license or personal ID card, or
  - ii. A *photocopy* of a paycheck stub, utility bill, bank document or government document that lists both your name and your address.

### **NEVER SEND AN ORIGINAL DOCUMENT!**

If you have never voted in Michigan and choose to submit the form by mail or through a third party, such as at a voter registration drive, **you must appear in person to vote in the first election in which you wish to participate**. This requirement does not apply if (1) you personally hand-deliver the form to your county, city or township clerk's office instead of mailing the form (2) you are 60 years of age or more (3) you are disabled or (4) you are eligible to vote under the Uniformed and Overseas Citizens Absentee Voting Act.

## Registering to Vote

*A Step-by-Step Guide*

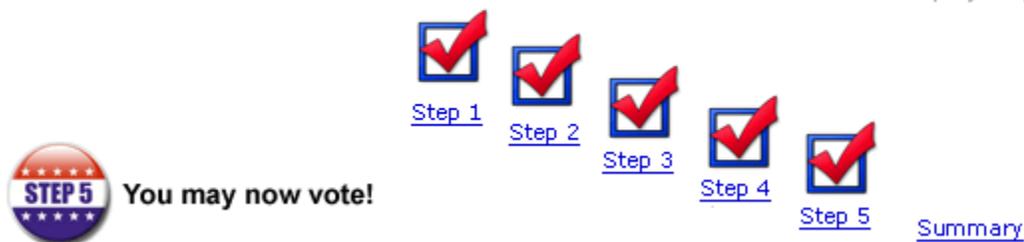


Your city or township clerk will send you a voter registration card upon processing your application. Keep it in your wallet or purse so you know where to go to cast your ballot.

For directions and a map to your polling place, visit [www.Michigan.gov/vote](http://www.Michigan.gov/vote).

## Registering to Vote

*A Step-by-Step Guide*



When you go to the polls on Election Day, you will be asked to present voter identification. If you don't have [acceptable photo ID](#), you can vote by signing an affidavit. The affidavit can be used by 1) voters who don't have acceptable photo ID or 2) voters who have photo ID - but didn't bring it to the polls.

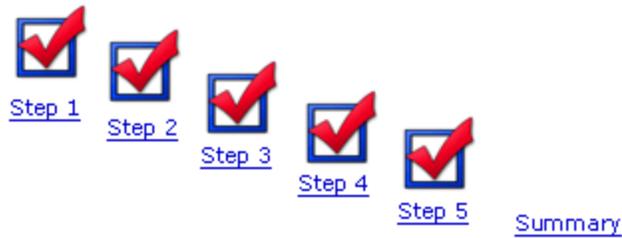
Acceptable photo ID includes:

- Michigan driver's license
- Michigan personal identification card
- Driver's license or personal identification card issued by another state
- Federal or state government-issued photo identification
- U.S. passport
- Military identification card with photo
- Student identification with photo from a high school or an accredited institution of higher education, such as a college or university
- Tribal identification card with photo.

If you do not have a driver's license or other acceptable photo identification, you can get a [state identification card](#) at your local Secretary of State branch office for \$10. State ID cards are free to individuals who are 65 or older or blind or who have had driving privileges terminated due to a physical or mental condition. The fee can also be waived for individuals who present other [good cause for a fee waiver](#). Proof of [identity and residency](#) are required when applying for a state ID card.

# Registering to Vote

A Step-by-Step Guide



Step 1: <b>You Must Be...</b>	Step 2: <b>Fill Out Application</b>	Step 3: <b>Submit Application</b>	Step 4: <b>Clerk Mails Voter Card</b>	Step 5: <b>Vote!</b>
<p>A US citizen A Michigan citizen A citizen of the town where you're registering At least 18 years old</p>	<p>Obtain an application at one of many locations, and fill it out.  Must register 30 days before election to vote in that election.</p>	<p>Hand-deliver or mail in application.  If never registered to vote in Michigan and choose to mail in application, remember to include identification information.</p>	<p>Card will show location where to cast ballot.</p>	<p>Present <a href="#">acceptable photo ID</a> at polls or sign an affidavit if no photo ID is available.</p>

## Points to Remember

1. If you move to a new city or township, you must re-register. If you move within a city or township and are already registered to vote, you only need to update your address.
2. If you are in jail, awaiting arraignment or trial, you may register to vote. If you are in jail after being convicted and sentenced, you may not register to vote or vote while you are confined.
3. Visit the Michigan Voter Information Center at [www.Michigan.gov/vote](http://www.Michigan.gov/vote) for information about registering to vote and voting, voting equipment, polling place locations, state and local ballots, the candidates, campaign finance and more. Your local clerk can help with questions about your voter registration, polling place location and working at the polls.



# State of Michigan Voter Registration Application

## and Michigan Driver License/Personal Identification Card Address Change Form Instructions

### qualifications

#### To register to vote in Michigan you must be:

- A resident of Michigan and the city or township where you are applying to register to vote.
- A citizen of the United States of America.
- At least 18 years of age (by election day).
- Not serving a sentence in jail or prison.

### residential & mailing address

A residential address must be provided. If you do not have a residential address, please provide cross streets or a landmark in the address field describing your location.

If you would prefer to receive mail related to your voter registration or driver license/personal identification card at an address other than your residential address (ex. PO Box), you may provide a mailing address where indicated on the form. If you provide a mailing address, it will not appear on your voter ID card or driver license/personal identification card.

### deliver to your city or township clerk

If you live within the city limits of one of the cities listed on the reverse side of this sheet, mail the application directly to the clerk of that city. If you do not live within one of the listed cities, you can locate the address of your city or township clerk by visiting [mi.gov/vote](http://mi.gov/vote) and clicking on "Find Your Clerk". You may mail the application directly to that clerk. Otherwise, mail the application to your county clerk (addresses listed on the reverse side of this sheet.) The county clerk will forward it to your city or township clerk.

### registering by mail – special requirements for first time voters

#### Are you registering to vote in Michigan for the first time?

If you have never voted in Michigan and choose to submit this form by mail, you must meet two requirements: a Michigan requirement and a federal requirement, as explained below.

#### Michigan requirement – vote in person

You **must appear in person to vote in the first election in which you wish to participate**. This requirement does **not** apply if you: (1) personally hand deliver this form to your county, city or township clerk's office instead of mailing the form, (2) are 60 years of age or older, (3) are disabled, or (4) are eligible to vote under the federal Uniformed and Overseas Citizens Absentee Voting Act.

#### federal requirement – provide identification

To comply with the identification requirement, you must:

- (1) accurately enter your state issued driver license number or personal ID card number where requested on this form.
- or**
- (2) send one of the following forms of identification when mailing this form to your county, city or township clerk: a COPY of a current and valid photo identification (such as a driver license or personal ID card) or a COPY of a paycheck stub, utility bill, bank statement, or a government document which lists your name and address.

#### **\*\*\*DO NOT SEND ORIGINAL ID DOCUMENTS BY MAIL\*\*\***

If you are subject to this requirement and do not provide the information identified above, an acceptable form of identification must be provided before you vote in the first election in which you wish to participate.

**Note:** The identification requirement does **not** apply if you: (1) personally hand deliver this form to your county, city or township clerk's office instead of mailing this form, (2) are disabled, or (3) are eligible to vote under the federal Uniformed and Overseas Citizens Absentee Voting Act.

#### Contact your city or township clerk if you have any questions.

Your application is not valid until accepted by the clerk of the city or township in which you reside. If you do not receive a voter ID card within three weeks or have any questions, contact your clerk.

ED-121 (7-15)

Track your registration status, find your local clerk, view your polling location, and more at [mi.gov/vote](http://mi.gov/vote).

Mail your application directly to your city or township clerk. If you do not live within one of the listed cities, you can locate the address of your city or township clerk by visiting [mi.gov/vote](http://mi.gov/vote) and clicking on "Find Your Clerk." Otherwise, mail this form to your county clerk, who will forward it.

#### Selected City Clerks' Addresses

You must live within the city limits to use a city clerk's address.

**Ann Arbor** 301 E Huron St, Ann Arbor 48107  
**Battle Creek** 10 N Division St, Rm 111, Battle Creek 49014  
**Bay City** 301 Washington Ave, Bay City 48708  
**Dearborn** 16901 Michigan Ave, Ste 11, Dearborn 48126  
**Detroit** 2978 W Grand Blvd, Detroit 48202  
**Dearborn Heights** 6045 Fenton, Dearborn Heights 48127  
**East Lansing** 410 Abbott Rd, East Lansing 48823  
**Farmington Hills** 31555 Eleven Mile Rd, Farmington Hills 48336  
**Flint** 1101 S Saginaw, Flint 48502  
**Grand Rapids** 300 Monroe Ave NW, Grand Rapids 49503  
**Hamtramck** 3401 Evaline St, Hamtramck 48212  
**Kalamazoo** 241 W South St, Kalamazoo 49007  
**Lansing** 124 W Michigan Ave, Lansing 48933  
**Lincoln Park** 1355 Southfield Rd, Lincoln Park 48146  
**Livonia** 33000 Civic Center Dr, Livonia 48154  
**Pontiac** 47450 Woodward Ave, Pontiac 48342  
**Roseville** PO Box 290, Roseville 48066  
**Royal Oak** 211 Williams St, Royal Oak 48067  
**Saginaw** 1315 S Washington, Saginaw 48601  
**Saint Clair Shores** 27600 Jefferson Circle Dr, Saint Clair Shores 48081  
**Southfield** 26000 Evergreen Rd, PO Box 2055, Southfield 48037  
**Sterling Heights** 40555 Utica Rd, PO Box 8009, Sterling Heights 48311  
**Taylor** 23555 Goddard, Taylor 48180  
**Troy** 500 W Big Beaver, Troy 48084  
**Warren** One City Square, Ste 205, Warren 48093  
**Westland** 36300 Warren Rd, Westland 48185  
**Wyoming** 1155 28<sup>th</sup> St SW, Wyoming 49509

#### County Clerks' Addresses

Use if you cannot locate your city or township clerk

**Alcona** 106 5<sup>th</sup> St, PO Box 308, Harrisville 48740  
**Alger** 101 Court St, PO Box 538, Munising 49862  
**Allegan** 113 Chestnut St, Allegan 49010  
**Alpena** 720 W Chisholm St, Alpena 49707  
**Antrim** PO Box 520, Bellaire 49615  
**Arenac** 120 N Grove, PO Box 747, Standish 48658  
**Baraga** 2 S Main St, Lanse 49946  
**Barry** 220 W State St, Hastings 49058  
**Bay** 515 Center St, Ste 101, Bay City 48708  
**Benzie** 448 Court Pl, Beulah 49617  
**Berrien** 811 Port St, Saint Joseph 49085  
**Branch** 31 Division St, Coldwater 49036  
**Calhoun** 315 W Green St, Marshall 49068  
**Cass** 120 N Broadway, Cassopolis 49031  
**Charlevoix** 203 Antrim St, Charlevoix 49720  
**Cheboygan** 870 W Main St, PO Box 70, Cheboygan 49721  
**Chippewa** 319 Court St, Sault Sainte Marie 49783  
**Clare** 225 W Main St, PO Box 438, Harrison 48625  
**Clinton** 100 E State St, Ste 2600, Saint Johns 48879  
**Crawford** 200 W Michigan, Grayling 49738  
**Delta** 310 Ludington St, Escanaba 49829  
**Dickinson** 705 S Stephenson, PO Box 609, Iron Mountain 49801  
**Eaton** 1045 Independence Blvd, Charlotte 48813  
**Emmet** 200 Division St, Petoskey 49770

**Genesee** 900 S Saginaw St, Flint 48507  
**Gladwin** 401 W Cedar Ave, Gladwin 48624  
**Gogebic** 200 N Moore, Bessemer 49911  
**Grand Traverse** 400 Boardman Ave, Traverse City 49684  
**Gratiot** 214 E Center, Ste 16, Ithaca 48847  
**Hillsdale** 29 N Howell St, Hillsdale 49242  
**Houghton** 401 E Houghton Ave, Houghton 49931  
**Huron** 250 E Huron Ave, Bad Axe 48413  
**Ingham** PO Box 179, Mason 48854  
**Ionia** 100 W Main St, Ionia 48846  
**Iosco** PO Box 838, Tawas City 48764  
**Iron** 2 S 6th St, Crystal Falls 49920  
**Isabella** 200 N Main St, Mount Pleasant 48858  
**Jackson** 312 S Jackson St, Jackson 49201  
**Kalamazoo** 201 W Kalamazoo Ave, Kalamazoo 49007  
**Kalkaska** 605 N Birch St, Kalkaska 49646  
**Kent** 300 Monroe NW, Grand Rapids 49503  
**Keweenaw** 5095 4th St, Eagle River 49950  
**Lake** 800 Tenth St, Ste 200, Baldwin 49304  
**Lapeer** 255 Clay St, Lapeer 48446  
**Leelanau** 8527 E Government Center Dr, Ste 103, Suttons Bay 49682  
**Lenawee** 425 N Main St, Adrian 49221  
**Livingston** 200 E Grand River, Howell 48843  
**Luce** 407 W Harrie St, Newberry 49868  
**Mackinac** 100 S Marley St, Rm 10, Saint Ignace 49781  
**Macomb** 40 N Main St, Mount Clemens 48043  
**Manistee** 415 3rd St, Manistee 49660  
**Marquette** 234 W Baraga Ave, Marquette 49855  
**Mason** 304 E Ludington Ave, Ludington 49431  
**Mecosta** 400 Elm St, Big Rapids 49307  
**Menominee** 839 10th Ave, Menominee 49858  
**Midland** 220 W Ellsworth St, Midland 48640  
**Missaukee** 111 S Canal St, PO Box 800, Lake City 49651  
**Monroe** 106 E 1st St, Monroe 48161  
**Montcalm** 211 W Main St, PO Box 368, Stanton 48888  
**Montmorency** 12265 M-32, PO Box 789, Atlanta 49709  
**Muskegon** 990 Terrace St, Muskegon 49442  
**Newaygo** 1087 Newell, PO Box 885, White Cloud 49349  
**Oakland** 1200 N Telegraph Bldg 12E, Pontiac 48341  
**Oceana** 100 State St, Ste 1, Hart 49420  
**Ogemaw** 806 W Houghton Ave, West Branch 48661  
**Ontonagon** 725 Greenland Rd, Ontonagon 49953  
**Osceola** 301 W Upton, Reed City 49677  
**Oscoda** 311 Morenci Ave, PO Box 399, Mio 48647  
**Otsego** 225 W Main St, Gaylord 49735  
**Ottawa** 12220 Fillmore St, Rm 130, West Olive 49460  
**Presque Isle** PO Box 110, Rogers City 49779  
**Roscommon** 500 Lake St, Roscommon 48653  
**Saginaw** 111 S Michigan, Saginaw 48602  
**Sanilac** 60 W Sanilac, Sandusky 48471  
**Schoolcraft** 300 Walnut, Manistique 49854  
**Shiawassee** 208 N Shiawassee, Corunna 48817  
**Saint Clair** 201 McMorrin Blvd, Port Huron 48060  
**Saint Joseph** 125 W Main St, PO Box 189, Centreville 49032  
**Tuscola** 440 N State St, Caro 48723  
**Van Buren** 212 E Paw Paw, Paw Paw 49079  
**Washtenaw** 200 N Main St, Ann Arbor 48104  
**Wayne** 2 Woodward Ave, Rm 502, Detroit 48226  
**Wexford** 437 E Division St, Cadillac 49601

## instructions

Already registered in Michigan?  
Update your address quickly and easily at ExpressSOS.com.

Complete this form to register to vote or update your registration information<sup>1</sup>.

- 1 Please print all information clearly using black or blue pen.
- 2 Sign the form.
- 3 Mail or deliver this form to your city/township clerk.

Locate your local clerk or obtain more information at [mi.gov/vote](http://mi.gov/vote).

<sup>1</sup>Name changes must be completed at an SOS branch office.



This registration will be in effect for the next election if postmarked or delivered no later than 30 days before election day and you have met all the qualifications to register to vote.

If a voter possesses a Michigan driver license (DL) or personal ID (PID), Michigan law requires the **same address be used for voter registration and DL/PID purposes.**

Use of this form will also change your DL/PID address. The Secretary of State will mail you a new address sticker for your DL/PID.

If you have never voted in person in Michigan and choose to submit this form by mail, **review the instructions on page 1.** Additional requirements apply.

More instructions can be found on page 1.

# State of Michigan Voter Registration Application and Michigan Driver License/Personal Identification Card Address Change Form

## qualifications

Are you a citizen of the United States of America?  yes  no  
Will you be at least 18 years of age on or before election day?  yes  no

**If you are not a US citizen, do NOT complete this form**

## Michigan driver license/state personal ID #

-    -    -    -

**If you do not have a Michigan driver license or personal ID card, provide the last four digits of your Social Security number:**

X X X - X X -

I do not have a valid Michigan issued driver license, a Michigan personal ID card, or a Social Security number.

## personal information *\*required information*

last name\* first\* middle suffix  
 male  female

address where you live – house number and street/road\* apt/lot #

city\* zip date of birth\* / /

phone email

mailing address (if different than residential address)

city state zip

## signature

I certify that:

- I am a citizen of the United States.
- I will be at least 18 years of age by election day.
- I am a resident of the State of Michigan and will be at least a 30-day resident of my city or township by election day.
- I authorize the cancellation of any previous registration.

The information I have provided is true to the best of my knowledge under penalty of perjury. If I have provided false information, I may be subject to a fine or imprisonment or both under federal or state laws.

X

signature

date

## former registration

**If you were previously registered outside of MI and/or with a different name, complete this section.**

previous registration name previous county

previous address previous state



Please fill out this brief questionnaire so we can improve the activity in the future as well as keep track of how many people were registered. Thank you!

1) Were adequate information and resources provided to lead a successful voter registration drive?

Circle **YES** or **NO**. If no, what could have been done better?

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2) How many people did you register? If less than 25, tell us briefly why you think you weren't able to register more:

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3) Did you complete all the necessary steps outlined on the NASW-Michigan checklist?

Circle **YES** or **NO**. If no, what didn't you do and why?

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4) If you have additional comments or feedback, feel free to write them on the back