

Promote the Vote, Protect the Vote Activity Timeline

Planning is everything! Here's a suggested plan and timeline for your Promote the Vote, Protect the Vote involvement. On the other side of this page are some suggested activities. As your section determines its plan for participating in Promote the Vote, Protect the Vote, adapt this timeline for your unique needs, complete with concrete deadlines and goals as you prepare for the election.

Months in Advance

- ▶ Identify a group of interested individuals within your section to take the lead on planning and implementing Promote the Vote, Protect the Vote.
- ▶ Seek out potential community partners – other 501 (c)(3) groups – to collaborate with or join in an existing local effort working to promote and protect the vote.
- ▶ Assess and gather the resources you will need – funds, volunteers, etc.
- ▶ Decide on your strategies – selecting activities that will attract volunteer participation and that are appropriate for your community (see the back of this page for list of ideas).
- ▶ Begin to gather and develop the materials you will need for your activities (leaflets for canvassing, phone bank scripts, press releases, candidate questionnaires, voter registration forms, etc).

45-60 Days before the Election:

- ▶ Recruit, organize, and train volunteers to phone bank/canvass (a good opportunity to engage new individuals).
- ▶ Reach out to local press for coverage of your activities.
- ▶ Hold a candidates forum and release the candidate questionnaire.
- ▶ Bring voter registration forms to all section events and activities.
- ▶ Remind section members and those you have registered, about the absentee voting deadlines in your state.
- ▶ Recruit, organize, and train volunteers for Election Day activities.
- ▶ Line up “in-kind” donations of staff, office space, phones, and food for Election Day volunteers.
- ▶ Remind absentee voters to request absentee ballots (depending on the timeline in your state for such requests).

Weeks Immediately Before Election

- ▶ Organize a phone tree, ensuring that you contact every member of your section to make sure that they get out to vote.
- ▶ Assign roles for Election Day volunteers.
- ▶ Do final rounds of canvassing, phone banking, and leafleting.
- ▶ Coordinate transportation to take people who need rides to the polls on Election Day.