






















2012 USMC Voting Action Plan








Important Dates for USMC Voting Assistance Officers

 <p>NOVEMBER 15</p>	Order Supplies	Order new Voting Assistance Guides, FPCAs, FWABs, brochures and motivational posters are available through MCPDS. This is an ongoing task for all VAOs. See USMC Voting website for ordering details.
 <p>JANUARY 2</p>	Command Emphasis Campaign	Release Voting Awareness/Emphasis messages via Commanders, Base Newspapers, electronic mail, etc. Messages may be obtained by VAOs from your SVAO and/or FVAP.
 <p>JANUARY 6</p>	DMDC Email Blast	DMDC will be sending an email to all Uniformed Service members with active email addresses. This email will remind them of the upcoming primary elections and emphasize the need to fill out an FPCA.
 <p>JANUARY 15</p>	Distribute FPCAs to eligible voters	Deadline for VAOs to distribute FPCAs to all eligible voters and assist them with completing and submitting to their local election official to apply to register or to request an absentee ballot for all elections in 2012.
 <p>JANUARY 16</p>	Measures of Effect and Performance	Deadline for SVAOs to submit Quarterly metrics to FVAP. VAOs and the Installation Voting Assistance Office must submit metrics in the proper format via chain of command to the SVAO NLT 15 January 2012.
 <p>JANUARY 27</p>	Annual Voting Report	Annual Voting report due to USMC SVAO NLT 26 January 2012. Consolidated USMC report due to FVAP NLT 3 February 2012. Format of the Annual Report is determined by the Director, FVAP.
 <p>FEBRUARY 5</p>	Super Bowl Challenge	FVAP will air public service announcements during the Super Bowl on AFN. Request VAOs to host a voter registration drive or hang voting posters around your Base Super Bowl Party. Send photos to FVAP.
 <p>APRIL 16</p>	Measures of Effect and Performance	Deadline for SVAOs to submit Quarterly metrics to FVAP. VAOs and the Installation Voting Assistance Office must submit metrics in the proper format via chain of command to the SVAO NLT 15 April 2012.
 <p>JUNE 28</p>	Armed Forces Voters Week and Overseas Citizens Voters Week	VAOs should plan and participate in Voting Emphasis Week (June 28-July 7, 2012) activities to encourage eligible citizens to apply to register to vote and request an absentee ballot. VAOs are encouraged to plan events around installation 4 th of July activities. Invite Families!
 <p>JULY 2</p>	Command Emphasis Campaign	Release Voting Awareness/Emphasis messages via Commanders, Base Newspapers, electronic mail, etc. Messages may be obtained by VAOs through your SVAO and/or FVAP. Campaign should run in coordination with the Voting Emphasis Week.

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 <p>JULY 13</p>	DMDC Email Blast	DMDC will be sending an email to all Uniformed Service members with active email addresses. This email will remind them of the upcoming primary elections and emphasize the need to fill out an FPCA now.
 <p>JULY 15</p>	Distribute FPCAs to UOCAVA voters	Deadline for VAOs to distribute FPCAs to all eligible voters and assist them with completing and submitting to their local election official to apply to register or to request an absentee ballot for all elections in 2012.
 <p>JULY 16</p>	Measures of Effect and Performance	Deadline for SVAOs to submit Quarterly metrics to FVAP. VAOs and the Installation Voting Assistance Office must submit metrics in the proper format via chain of command to the SVAO NLT 15 July 2012.
 <p>AUGUST 8</p>	DMDC Email Blast	DMDC will be sending an email to all Uniformed Service members with active email addresses. This email will remind them that the November election is 90 days away.
 <p>SEPTEMBER 7</p>	DMDC Email Blast	DMDC will be sending an email to all Uniformed Service members with active email addresses. This email will remind them that the November election is 60 days away.
 <p>SEPTEMBER 22</p>	Ballot Mailing Deadline	Deadline for States to send absentee ballots to eligible voters. Voters should begin checking their mail boxes and email for their ballot.
 <p>SEPTEMBER 27</p>	Absentee Voting Week	VAOs should encourage all absentee voters to complete and return their absentee ballot. Absentee Voting Week runs from September 27- October 4, 2012.
 <p>OCTOBER 1</p>	Command Emphasis Campaign	Release Voting Awareness/Emphasis messages via Commanders, Base Newspapers, electronic mail, etc. Messages may be obtained by VAOs through your SVAO and/or FVAP.
 <p>OCTOBER 5</p>	DMDC Email Blast	DMDC will be sending an email to all Uniformed Service members with active email addresses. This email will remind them that the November election is 30 days away.
 <p>OCTOBER 6</p>	Recommended Mailing Dates	Voters in Iraq, Afghanistan, ships at sea, and other overseas locations without access to the military postal system should send voted ballots in now to ensure they arrive in time to be counted.
 <p>OCTOBER 7</p>	30 days before Election Day	VAOs should encourage voters who have not received their requested absentee ballots to complete and submit the FWAB.

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	Recommended Mailing Dates	Voters in overseas military installations with access to the military postal system should send voted ballots in now so they arrive in time to be counted.
	Measures of Effect and Performance	Deadline for SVAOs to submit Quarterly metrics to FVAP. VAOs and the Installation Voting Assistance Office must submit metrics in the proper format via chain of command to the SVAO NLT 15 October 2012.
	15 days before Election Day	VAOs should stress to voters to complete and return their absentee ballot. If voters have not received their requested absentee ballots, VAOs should encourage Voters to complete and submit the FWAB.
	Recommended Mailing Dates	Stateside Uniformed Service members and their families should send voted ballots in now so they arrive in time to be counted.
	Election Day	VAOs should encourage local voters to go to their polling place and vote.
	Post-Election Surveys	Participate in and support the surveys as required by the Director, FVAP.
	After Action Reports	All After Action Reports must be submitted to FVAP. VAOs should submit AARs in the format requested to your SVAO.

Ongoing Tasks	
Directory Information	The Major Command and Installation Voting Assistance Officers must maintain a directory of all local unit VAOs email addresses and office telephone numbers. This directory must be updated at least quarterly.
Website Information	Provide the e-mail and office telephone number of Installation Voting Assistance Office and Installation Voting Assistance Officers on the installation website.
Public Affairs	VAOs must work with PAO to publicize primary elections and inform military personnel and their family members of their right to vote. Voting outreach efforts should be incorporated into military and family appreciation events.
Training	Voting Assistance Officers must attend a training workshop or complete online training prior to assuming the duties as the VAO. More information regarding in person and online training can be found at: http://www.fvap.gov/vao/training.html .

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Voter Support	VAOs should make time in their schedules to help voters fill out Federal Postcard Applications or use the online wizards. With unit members voting in different States, voter support must remain an ongoing task.
News Releases	Sign up for the FVAP listserv to receive election news. You can sign up by emailing: vote@fvap.gov or by visiting: www.fvap.gov .

Key FVAP Resources for VAOs

Website	FVAP.gov	Up-to-date <i>Voting Assistance Guide</i> and FPCA and FWAB online assistants
Email	vote@fvap.gov	Email FVAP with voting assistance questions
Telephone	1-800-438-VOTE (8683)	Call FVAP with voting assistance questions
Facebook	Facebook.com/DoDFVAP	FVAP and UOCAVA updates
Twitter	Twitter.com/FVAP	FVAP and UOCAVA updates

Service Voting Action Officer Contact Information

Air Force	Mr. William A. D'Avanzo	tel: (210) 565-2591, DSN: 665-2591, Option 5 fax: (210) 565-2543, DSN fax: 665-2543 email: dpsoof.votingfund@randolph.af.mil
Army	Mrs. Rachel Gilman	tel: (502)613-8475, DSN 312-983-8475 email: voting.questions@conus.army.mil
Coast Guard	CWO Charles "Al" Thompson, Jr.	tel: (202) 493-1922 fax: (202) 493-1939 email: Charles.A.Thompson2@uscg.mil
Marine Corps	Mr. Bob Wagner	tel: (703) 784-5972, DSN: 278-5972 fax: (703) 784-9827, DSN: 278-9827 email: Robert.wagner@usmc.mil
Navy	LT Andrew Bousky	tel: (202) 433-4000, DSN: 288-4000 email: VOTE@navy.mil
State	Mr. Jack Markey	tel: (202)736-4937 fax: (202) 647-6201 email: votinginfo@state.gov

Ordering of Voting Materials

Voting Assistance Guide (VAG)	Order via MCPDS located at your S-1 office. NAVMC 1174 "Voting Assistance Guide PCN: 10000662800
2012 Voting Posters	Not ready for release until Feb 2012
2012 Voting Dates Poster	Not ready for release until Feb 2012
SF 76 Federal Post Card Registration and Absentee Ballot Request (FPCA)	Not ready for release. Be prepared to download from FVAP website and then make copies at your location.
SF186 Federal Write-In Absentee Ballot (FWAB)	Not ready for release. Be prepared to download from FVAP website and then make copies at your location.