Minimum Content Required for FVAP Voting After Action Report
(Pursuant to paragraph 5.2.1.17 of DoD Directive 1000.04)

1. List of installations with established voter assistance offices (We are looking for any updates to the information you previously provided that has been posted on FVAP.gov. If there are no changes, please indicate that. Additionally, if information is blank on the FVAP.gov site such as phone number or location, explain why this information has not yet been provided.)
   a. Date established.
   b. Installation location.
   c. Are the following available to the IVA Office?
       i. Computer with access to the Internet?
       ii. Printer?
       iii. Scanner?
   d. Identify multiple offices (satellite offices) on any installation.
   e. Problems encountered in implementing IVA Offices

   Response: We reviewed the FVAP webpage and noticed that the following two email addresses were not listed. They were previously provided.
      Camp Butler: vote.mcbbutler@usmc.mil
      MCAS Beaufort: vote.mcasbeaufort@usmc.mil
   All 18 IVA Offices have reported they have access to the internet, a printer and scanner.
   The main problem encountered with the standup of the IVA Offices was zero funding and zero personnel.

2. Identify voting assistance complaints received: (Include any Congressionals and or Lawsuits that were handled and responded to by your Service)
   a. What was the nature of the complaint?
   b. How was the complaint resolved?
   c. What actions could be taken by either your Service or FVAP to avoid a recurrence of this type of complaint?

   Response: We received zero formal complaints during the year.

3. A narrative assessment describing the activities and effectiveness of the Service voting assistance program during 2011 in terms of :
   a. Is your Service compliant with the required distribution of SFs as specified by paragraph 5.2.1.6 of DoD Directive 1000.04?
   b. service-wide voting activities, communications and special events,
   c. installation-wide voting activities and special events,
   d. special efforts to encourage voting participation by flag or general officer leadership,
   e. recommendations for DoD- or service-level voting training and assistance to IVA Offices
   f. any lessons learned, and
   g. recommendations to improve the voting assistance program.

   Response: As stated in the IGMC report, the USMC voting assistance program is compliant with DoD Directive 1000.04. Numerous inspections were conducted by the IGMC to

validate that the effectiveness of our voting program. The following excerpts have been provided by Marine Commands concerning the Voting Assistance program:

<u>Narrative Assessment describing the activities and effectiveness of the Service Voting Assistance Program during the calendar year</u>:

   a. During annual training and safety stand downs, commands conducted voting awareness training. Voting tables were manned by UVAO's during command functions and holiday festivities.

   b. Disseminated voting information via base/station newspaper. Members were encouraged to subscribe to FVAP.org updates.

   c. Conducted voter awareness training for members and their families throughout the year to facilitate FPCA completion and familiarize members with the FVAP features.

   d. Disseminated voting information via electronic means along with posting information on the read boards within each section and common areas.

   e. Displayed voting banners and posters to include 2011 winning voting slogan and primary election calendars in high traffic areas to encourage voter participation.

   f. VAOs participated in welcome aboard briefs and are part of the check-in/check-out process at many commands.

 <u>Lessons Learned</u>

   a. Update and maintain the VAO turnover file showing the progress of the voting program, which will enable the IVAO and MCVO to more efficiently track progress of the FVAP.

   b. The VAO should also submit voting information to the Family Readiness Officer (FRO) for inclusion in newsletters and websites maintained by the FRO.

   c. Be more proactive with the age group 18-22 to provide them information on the voting process. Take advantage of all hands training events to increase voter awareness. Also, take advantage of daily/weekly staff meetings to provide updates. Consistent, reiterative information will help drive participation in the voting process.

   d. The welcome aboard brief is an ideal venue to inform new joins of the voting process and VAO office capabilities. This also helps fosters a deeper understanding during refresher training.

   e. Many families cannot participate in unit training events and rely on their spouses to bring home the information. Need to integrate voting classes with family readiness classes and events to attract and assist dependents.

   f. Many service members prefer to go on-line to get their voting information. It is difficult to

assess the effectiveness of the voting assistance program when the number of FPCA cannot be counted or verified when members submit the FPCA online.

List of Best Practices:

   a. Disseminated all voting information to all Marines, Sailors, and civilians electronically, to include the FVAP News releases, encouraging all Marines to vote and become familiar with the requirements was continually published via all-hands emails. When access to computers is a concern, small unit leaders are provided voting information and instructed to ensure all junior personnel are informed of the updates.

   b. Posters with UVAO/IVAO and election dates information were displayed throughout the command. Upon check-in, new Marines are informed of who the UVAO/IVAO is to answer their voting questions and provide them with the necessary voting registration forms.

   b. UVAO names and contact information were published throughout the command and on the installation share portal and/or websites.

   c. Voting Assistance Guides were electronically distributed (pending receipt of hard copies) to the UVAOs to ensure proper registration and voting procedures were followed.

   d. Registration and voting procedures were discussed with new joins and they were given information regarding dates, addresses, and procedures governing the process in their respective state utilizing the Department of Defense (DOD) Federal Voting Assistance Program (FVAP) website and the USMC website.

   e. Voting information boards were updated and placed in common areas providing access to pertinent voting information. Read boards and other information boards were also utilized to display information.

   f. Command training schedules and Plans of the Week were used to publish dates/times for voting assistance classes and voting assistance classes were held throughout the command.

   g. Federal Post Card Applications (FPCA) were sent via multiple means to include electronically to all service members in the commands. Training was conducted on the proper use of the FPCA.

   h. Election calendars and posters were sent to via multiple means to include electronically to all individual sections/departments for easy access.

   i. Voting information was passed at staff meetings.

   j. UVAOs conducted annual training in the same manner as the Combined Federal Campaign. They used section rosters and appointed liaisons to ensure 100 percent contact to ensure personnel were aware of available assistance and information.

k. Contact was established with voting representatives from the local Human Resources Office for civil service employees; the Marine Corps Community Service (MCCS) for NAFI employees; and the Commissary and Exchange facilities for DECA employees, to promote voter awareness and render voting assistance if needed.

Recommendations to improve the Voting Assistance Program in the future:

a. Create a newsletter information specifically for service members and their families that can be easily disseminated/forwarded electronically. Many VAO's have access to the information, but as VAO is often one of many collateral duties, taking the time to access, distill and pass the information if often challenging. Having a readymade newsletter would make life easier.

b. Recommend bring the FROs into the program as assistant or alternate VAOs for support to dependents

c. Need a way to track FPCA's submitted on-line. Many Marines and dependents utilize the on-line registration feature, which makes it difficult to report accurate numbers on an annual/quarterly report.

d. Program expectations are not adequately supported financially.   Provide adequate funding for voting booths at satellite locations aboard installations (IPACs, MCCS outlets, etc), personnel to staff IVA offices and associated computer hardware.

e. Provide non-English voting materials and resources to assist military family members who are not proficient in the English language.   FVAP website should offer a Spanish language option due to a large population of Spanish speaking family members that are not proficient in the English language.

f. In order to increase military voter turnout, eliminate the need for military members to change their legal residence in order to vote in the state where they currently reside. They pay local sales taxes as they shop in the community where they live and many own or rent homes requiring them to pay property tax so why should they be limited to voting in the place they claim as their legal residence? While on active duty, we should be exempt from having to continually change our legal residence and should be allowed to choose between our legal residence or our current domicile for voting purposes. This would make the process easier, less confusing and would increase voter registration and turnout.

g. Stop changing the reporting requirements. UVAO reporting requirements changed during the reporting period making it difficult to provide the metrics requested.

4. Is your Service compliant with the requirements of DoD Directive 1000.04 regarding
       i. Indoctrination of recruits on absentee voting
     ii. Indoctrination of recruiters in their responsibilities under the National Voter Registration Act.
   iii. Obtain copies of the lesson plans and or presentations used for the above training.

Response: Yes, although there is still room for improvement. Per the IGMC Report, dated 27 Jan 2012, the Marine Corps Recruiting Command is aware of the policies outlined in the Directive.

5. The following metrics were collected and consolidated for your use.

1. <u>Number of Service Members Assisted</u>

   a. Registration/Ballot Requests: 29,506

   b. Federal Write-in Ballot (FWAB) Requests: 1104

   c. Change of Address Requests: 1869

   d. General Voting Information Requests: 25,743

2. <u>Number of Military Dependents Assisted</u>

   a. Registration/Ballot Requests: 4018

   b. Federal Write-in Ballet (FWAB) Requests: 0

   c. Change of Address Requests: 552

   d. General Voting Information Requests: 1330

3. <u>Voting Assistance Officer Training</u>

   a. FVAP Workshop: 569

   b. Service provided workshop: 2351

   c. Trained On-line: 375