



FLORIDA
DEPARTMENT
of STATE

Voter Registration Agency (VRA) Overview

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Voter Registration Agencies (VRAs)

SECTION ONE

National Voter Registration Act (NVRA)

(52 U.S.C. § 20501 - 52 U.S.C. § 20511)

- Enacted in 1993:
 - State law version enacted in 1995 (Chapter 94-224, Laws of Florida; § 97.057, Fla. Stat.)

- Introduced national procedures for voter registration including:
 - Allowed persons to register to vote and to receive drivers license services at the same time (“Motor Voter”)
 - Designated governmental or public offices/agencies to offer voter registration opportunities (VRAs)

VRA Definition

- VRA is an office:
- Provides public assistance
- Assistance to persons with disabilities
- Centers for independent living
- Public libraries
- Armed forces recruitment centers
- Required by law to offer voter registration opportunities

Types of VRAs

Offices that provide public assistance

- Department of Health's Special Supplemental Food Program for Women, Infants, and Children
- Department of Children and Families:
 - Supplemental Nutrition Assistance Program
 - Medicaid/Kidcare Medicaid Program
 - Temporary Cash Assistance Program

Offices that provide state funded programs for persons with disabilities

- Agency for Persons with Disabilities
- Department of Veteran's Affairs
- Department of Education:
 - Division of Blind Services
 - Division of Vocational Rehabilitation
- Department of Financial Services – Division of Workers' Compensation
- Disability offices at public colleges and universities

Types of VRAs (continued)

Armed Forces Recruitment Offices

- Army
- Navy
- Marines
- Coast Guard
- National Guard

Centers for Independent Living

- Umbrella organization- Florida Association of Centers for Independent Living
- Federally mandated under Rehabilitation Act of 1973 (29 U.S.C s.725)

Public Libraries

- Operate under slightly different rules than other VRAs
- Includes county libraries and municipal libraries

Third-Party Voter Registration Organizations (3PVROs) **are not** VRAs

- 3PVROs are private individuals, non-profit corporations, or political organizations that conduct voter registration drives
- Governed by s. 97.0575 Fla. Stat. and Rule 1S-2.042, F.A.C.
- For further information, please see:

<https://www.dos.myflorida.com/elections/for-voters/voter-registration/third-party-voter-registration-organizations/>

VRA's Duties Regarding Applicant

- Offer voter registration opportunities at the same time as application for agency's core services
- Assist to the same degree with voter registration application as with application for agency's services

VRA's Duties Regarding Applicant (continued)

- Provide access to voter registration form
- Give notice of rights:
 - Right to receive voter registration services
 - Right to file complaint
 - Right not to have benefits conditioned on registration
 - Right of privacy

VRA's Duties Regarding Applicant (continued)



- **DO NOT** influence, or try to influence, someone to pick a particular political party affiliation
- **DO NOT** display any political party affiliation or party allegiance
- **DO NOT** say or do anything that discourages someone from registering to vote
- **DO NOT** publicly disclose any person's registration information, for any purpose other than the administration of the voter registration
- **DO NOT** make any statement or take any action which leads applicant to believe decision to register or not register will impact availability of services or benefits

VRA's Duties – Applications

- Accept voter registration applications:
 - Completed at agency (DS-DE 77 next slide)
 - Dropped off in person
 - Mailed to agency

- Forward all complete and incomplete voter registration applications to Supervisor of Elections office within five (5) calendar days:
 - Timely returns ensures application is processed in time for any upcoming book closing/registration deadline

NVRA Preference Form (DS-DE 77 - 1/2012)

- DS-DE 77 (English and Spanish version) located at: <https://www.dos.myflorida.com/elections/forms-publications/forms/>
- Combined form to help VRAs meet responsibilities:
 - Voter application
 - Notice of Rights
 - Recordkeeping – record of voter registration activities
- Library VRAs do not need to use this form

NATIONAL VOTER REGISTRATION ACT Preference Form/Application

Client's preference (check the box only in 1. or 2.)

1. If you are not registered to vote where you live now, would you like to register to register to vote today?
 Yes No, I decline

2. If you are registered to vote where you live now, would you like to update your voter registration record?
 Yes No, I decline

Client: Name or identification number: _____ Date: _____

Notice of Rights

Help: If you would like help in filing out your voter registration application, we will help you. The decision whether to seek or accept help is yours. You may fill out the voter registration application in private.

Benefits: If you are applying for public assistance from this agency, applying to register, or declining to register to vote will not affect the amount of assistance you will be provided by this agency.

Privacy: Your decision not to register or update your record and the location where you applied to register or update your voter registration record is confidential and may only be used for voter registration purposes.

Formal Complaint: If you believe someone has interfered with either your right to apply to register or to decline to register to vote, your right to privacy in deciding whether to apply to register to vote, or your right to choose your own political party or other political preference, you may file a complaint with: Florida Secretary of State, Division of Elections, NVRA Administrator, R.A. Gray Building, 500 S. Bronough Street, Tallahassee, Florida 32399-0250. Forms for filing a complaint are available at: <http://www.election.dos.state.fl.us> or call 1-850-245-6200.

To Register to Vote in Florida, You Must:

- Be a U.S. citizen (a lawful permanent resident cannot register or vote)
- Be at least 18 years old (you may pre-register if you are at least 16 years old although you cannot vote until you are 18 years old)
- Be a Florida resident
- Have had your right to vote restored if you have ever been convicted of a felony
- Have had your right to vote restored if a court has ever declared you to be mentally incapacitated as to your right to vote.

If you do not meet these requirements, you are not eligible to register.

You Can Register to Vote at:

- Any Supervisor of Elections' office
- Any driver's license office or tax collector's office that issues driver's licenses
- Any voter registration agency (that is, any public assistance office, any office that provides services for persons with disabilities, any center for independent living, any armed forces recruitment office or any public library)
- The Division of Elections (Florida Department of State)

You Can Hand-in or Mail a Completed Application to Any of the Locations Listed Above
If mailing, mail with sufficient postage to:

Division of Elections
R.A. Gray Building
500 S. Bronough Street
Tallahassee, Florida 32399-0250
(contact information: 850-245-6200; <http://election.dos.state.fl.us>)

Your Supervisor of Elections will contact you if your application is incomplete, denied, or a duplicate. Once you are registered, you will receive a voter information card.

Turn Page Over for Registration Application

Part 1 - Instructions

Register in Florida

Part 1 - Instructions

Part 2 - Form (national mail-in application)

Required Fields

Name (First, Last, Middle)	Date of Birth (MM/DD/YYYY)	Address (legal residence)
Checkbox relating to U.S. citizen status	Checkbox relating to felony conviction and restored right to vote	Checkbox relating to a court order of mental incapacity and restored right to vote
Personal Identifying Number (FL DL, /FL State ID or SSN4 or if none issued, check "NONE")	Signature (Original, by applicant only, may sign with "X" if physical disability)	

VRA's Duties – Training and Reporting

- Designate a NVRA Coordinator:
 - Must provide training to staff on voter registration responsibilities
- Report on voter registration activity:
 - Quarterly report on number of applicants for agency's services and compared to voter registration activities
 - Use form DS-DE 131

<https://www.dos.myflorida.com/elections/forms-publications/forms/>

- Send report to Division of Elections



NVRA VOTER REGISTRATION AGENCIES
(DESIGNATED BY NVRA AND S. 97.058, F.S.)
QUARTERLY ACTIVITIES REPORT FORM

Reporting Periods: Due dates for the 1st, 2nd, 3rd and 4th calendar quarterly reports are April 15, July 15, October 15, and January 15 for the preceding 3-month calendar period, respectively. DS-DE 131 (eff. 01/2012)(Rule 1S-2.048)

1. Voter Registration Agency: _____ 2. Coordinator Name: _____

3. Check reporting quarter: Q1 Q2 Q3 Q4 4. Indicate calendar year of reporting quarter: _____

Please provide data for your agency, by county.

1. How many clients declined to register or update his or her voter registration record?

Alachua		Gilchrist		Manatee		Suwannee	
Baker		Glades		Monroe		Taylor	
Bay		Gulf		Marion		Union	
Bradford		Hamilton		Martin		Volusia	
Brevard		Hardee		Nassau		Wakulla	
Broward		Hendry		Okaloosa		Walton	
Calhoun		Hernando		Okeechobee		Washington	
Charlotte		Highlands		Orange			
Citrus		Hillsborough		Osceola			
Clay		Holmes		Palm Beach			
Collier		Indian River		Pasco			
Columbia		Jackson		Pinellas			
Dade		Jefferson		Polk			
DeSoto		Lafayette		Putnam			
Dixie		Lake		Santa Rosa			
Duval		Lee		Sarasota			
Escambia		Leon		Seminole			
Flagler		Levy		St. Johns			
Franklin		Liberty		St. Lucie			
Gadsden		Madison		Sumter			

2. How many clients sought new or renewal of agency services or assistance or made an address change with an agency in each category: (please answer 2a. – 2 f.)

2a. In Person

Alachua		Gilchrist		Manatee		Suwannee	
Baker		Glades		Monroe		Taylor	
Bay		Gulf		Marion		Union	
Bradford		Hamilton		Martin		Volusia	
Brevard		Hardee		Nassau		Wakulla	
Broward		Hendry		Okaloosa		Walton	
Calhoun		Hernando		Okeechobee		Washington	
Charlotte		Highlands		Orange			
Citrus		Hillsborough		Osceola			
Clay		Holmes		Palm Beach			
Collier		Indian River		Pasco			
Columbia		Jackson		Pinellas			

Non-Compliance

SECTION TWO

NON-COMPLIANCE

- **Who:**

- Any person who alleges violation of voter registration or removal process under NVRA or Florida Election Code can file a complaint against DOS, SOE, DHSMV/Tax Collector, or a Voter Registration Agency

- **How:**

- NVRA complaint (DS-DE 18) filed with the Department of State:
- <https://www.dos.myflorida.com/elections/forms-publications/forms/>

NON-COMPLIANCE (continued)

- **What:**

- Administrative hearing (informal dispute resolution)

- **When:**

- If violation within 30 days of election, court action in lieu of hearing
- If violation within 120 days (4 months) of election, hearing must be held within 20 days
- Otherwise, hearing held within 30 days of complaint

Important Dates

SECTION THREE

Important Dates

- **Dates registration will close (deadline/bookclosing):**
 - ★ Presidential Preference Primary Election: February 18, 2020
 - ★ Primary Election: July 20, 2020
 - ★ General Election: October 5, 2020
- **2020 Election Dates:**
 - ★ Presidential Preference Primary Election: March 17, 2020
 - ★ Primary Election: August 18, 2020
 - ★ General Election: November 3, 2020

Resources and Contact Information

SECTION FOUR

How to Obtain Blank Paper Voter Registration Applications

- **Download/print** from Division of Elections' website and copy them at your office- Statewide Form (English/Spanish)
- **Order forms from the Division of Elections:**
 - VRA@DOS.MyFlorida.com
 - Include:
 - ✓ Name of the person receiving the shipment
 - ✓ Mailing address (cannot be a post office box)
 - ✓ Contact telephone number
 - ✓ Number of English and Spanish applications needed
- **Obtain forms from local County Supervisor of Elections Office**

Resources

- VRA Laws and Regulations:
 - **Federal Law – National Voter Registration Act**; 52 U.S.C. §§ 20501-20511
<https://www.govinfo.gov/content/pkg/USCODE-2014-title52/pdf/USCODE-2014-title52-subtitleII-chap205.pdf>
 - **State Law – Section 97.058, Florida Statutes**
http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=97.058&URL=0000-0099/0097/Sections/0097.058.html
 - **Rule 1S-2.048, Florida Administrative Code**
<https://www.flrules.org/gateway/RuleNo.asp?title=ELECTIONS&ID=1S-2.048>
- DOE NVRA website:
 - <https://www.dos.myflorida.com/elections/for-voters/voter-registration/national-voter-registration-act/>

Contact Information

Department of State, Division of Elections

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For more information, visit us online at:
dos.myflorida.com/elections/