# Voter Registration and Engagement Timeline for Nonprofits and Community Organizations

| 6+ Months Out | ☐ Designate a Staff Lead – an internal champion who will coordinate voter engagement efforts  
☐ Establish buy-in and support from your Executive Director and senior staff  
☐ Create a voter engagement plan, including goals and timeline  
☐ Review the voting procedures and deadlines in your state  
☐ Identify potential partners to help provide training or resources  
☐ Meet with your local election office to establish a relationship  
☐ Develop a system for returning completed voter registration forms |
|-------------|-------------------------------------------------|
| 5 Months Out | ☐ Gather materials and resources to raise program visibility and engage voters (e.g. posters, buttons, and flyers)  
☐ Train and motivate staff and volunteers who will interact with voters  
☐ Kick off your voter engagement programs |
| 4 Months Out | ☐ Continue voter registration efforts  
☐ Inform your community and supporters about your voter registration and voter education activities  
☐ Reassess goals – how far along are you? Should you adjust your goals? |
| 3 Months Out | ☐ Prepare your get-out-the-vote plans  
☐ Make sure 100% of eligible staff is registered and ready to vote |
| 2 Months Out | ☐ Intensify your voter registration and pledge to vote campaigns |
| 1 Month Out | ☐ Continue intensive voter registration and voter pledge efforts through your state's voter registration deadline  
☐ Do get-out-the-vote and voter education activities, primarily during the final 2-3 weeks before Election Day  
☐ Promote early voting and vote-by-mail opportunities  
☐ Identify and prepare staff who can answer voting questions |
| Election Day! | ☐ Participate in visibility and celebrate with an Election Day event  
☐ Give staff time off to vote |
| Month After Election | ☐ Review, debrief, and evaluate your voter engagement efforts |