



Everything you wanted to know about *helping voters*, but were afraid to ask

Produced by the League of Women Voters of Dane County, February 2023



## Helping Wisconsin Voters

- **Eligibility to vote**
- Registration and proof of residence
- Acceptable voter ID
- Engaging with the voter
- Appropriate behavior and communication



## Registering to Vote - WHEN

- **Up to 20 days before election**  
Online, by mail, clerk's office (in Madison, any city agency including public libraries)
- **Up through Friday before election**  
Clerk's office and absentee voting locations
- **Election Day**  
Your polling place



## Registering to Vote - HOW

1. Online
2. Paper form with proof of residence



## How to Register - Online (OVR)

### Things you can do at MyVote.wi.gov

- Online Voter Registration
- Polling Place
- Voting History
- Elected Officials
- Request an Absentee Ballot
- Sample Ballot

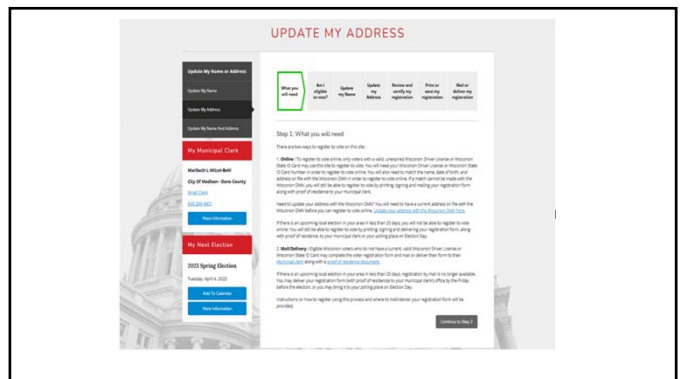
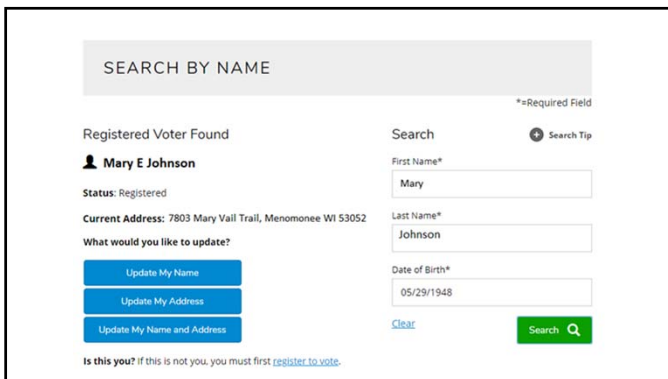
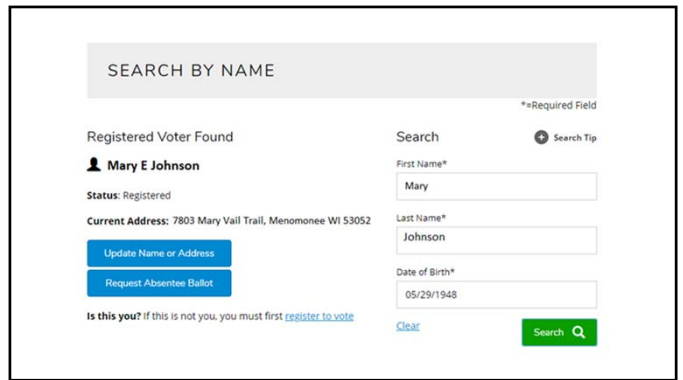
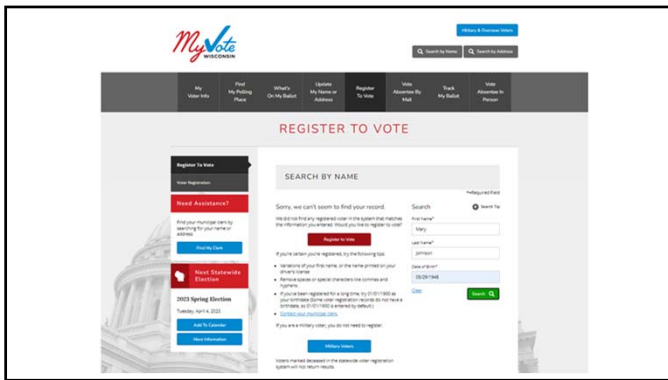
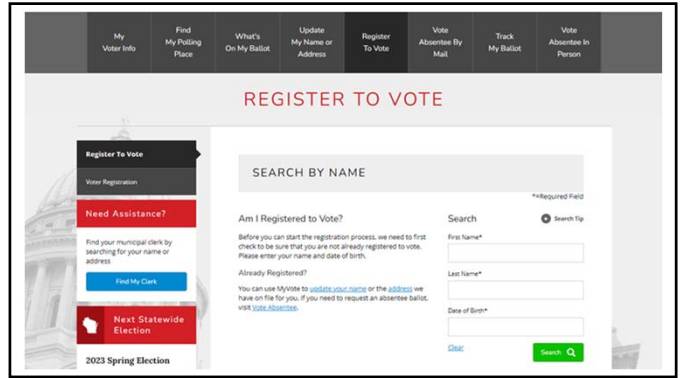
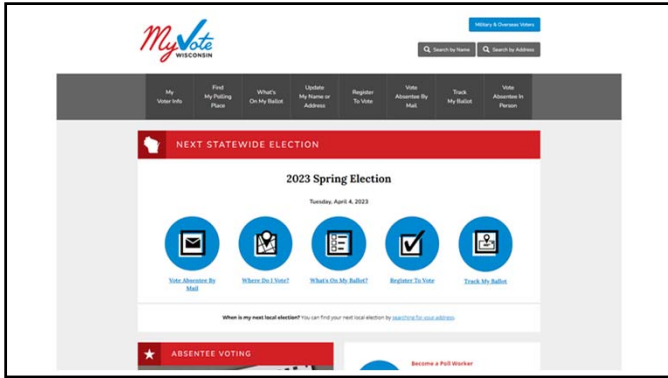


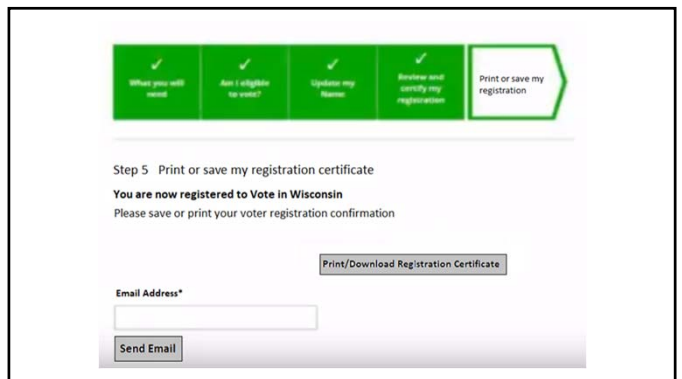
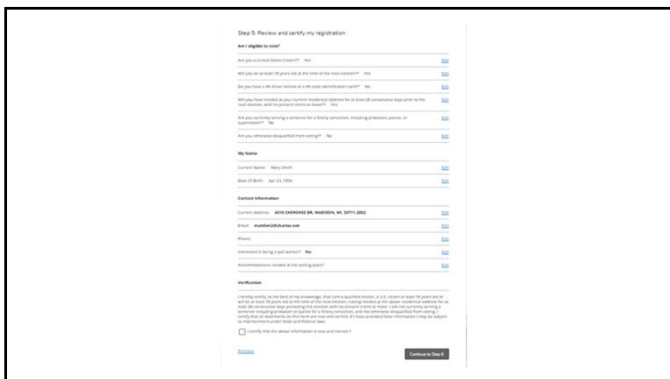
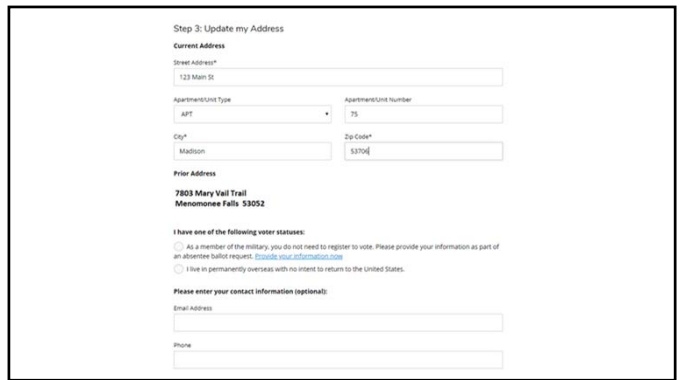
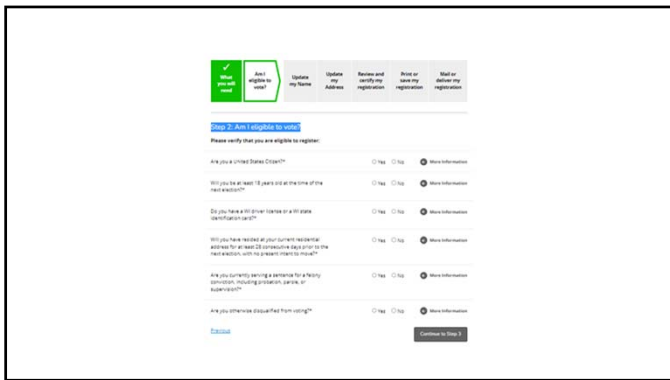
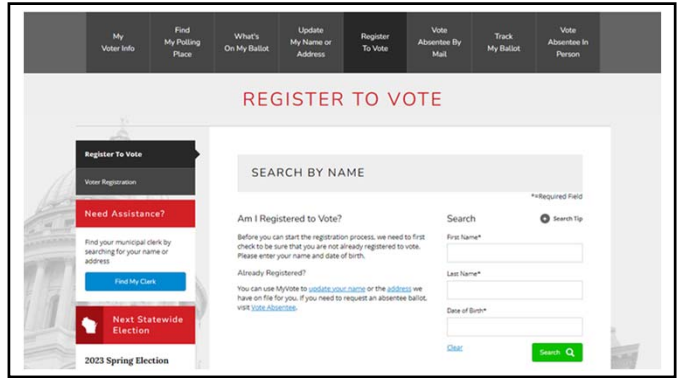
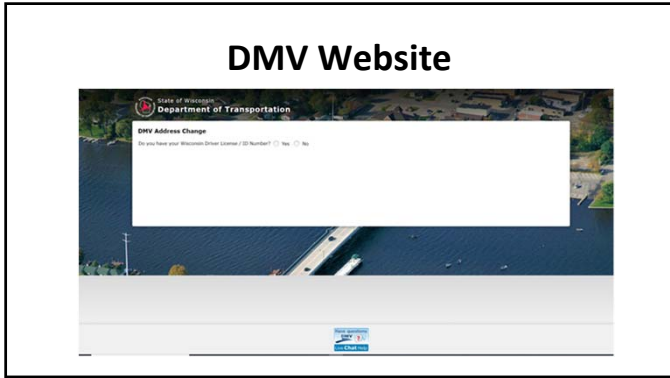
Registering online: All steps completed at MyVote website

## How to Register - Online (OVR)

- Must have a valid unexpired Wisconsin driver license or Wisconsin DOT-issued ID card
- Name, DOB & address used for registration must match the name, DOB and address at DMV
- Must be 18 years of age
- Available to the voter up to 20 days before an election







CERTIFICATE OF VOTER REGISTRATION	
Wisconsin Online Voter Registration	
<p>The following voter has registered to vote online using the State of Wisconsin Elections Commission's website MyVote.wis.gov. The voter information listed below has been entered into the statewide voter registration system WvVote. The voter should appear on the poll book for the polling place listed below. This certificate can be used as proof that the voter is registered. The voter's information matched the information on file with the Wisconsin DMV. The voter does not need to provide additional proof of residence, and the voter does not need to provide a signed voter registration form.</p>	
<p><b>Voter's Polling Place:</b></p>	
Ward Number:	City of Madison - Ward 74
Municipality:	STATE OF WISCONSIN
County:	Dane County
<p>To Wisconsin Election Officials: It is to certify that the voter listed below has completed the online voter registration application using the State of Wisconsin's online voter registration system and said elector should be permitted to cast his or her vote for the election to be held on: 2/21/2017</p>	
Voter's Name:	Johnson, Mary E
Voter's Street Address:	123 Main St Apt 75
Voter's City, State, Zip:	Madison, WI 53706
Voter Registration #:	700188534
Date of Voter Registration:	

Step 3: Update my Name

**Current Name**

If you have a Wisconsin Driver License or Wisconsin State ID card, you must enter your name exactly as it appears on your card.

First Name\* Middle Name\* Last Name\*

Mary E Johnson

I don't have a middle name

**Prior Name**

Mary E Wilson

Have you recently changed your name? If you need to update your name with Wisconsin DMV. [Please click here](#)

**I have one of the following voter statuses:**

As a member of the military, you do not need to register to vote. Please provide your information as part of an absentee ballot request. [Provide your information now](#)

I live in permanently overseas with no intent to return to the United States.

**Please enter your contact information (optional):**

Email Address

Phone

Step 3: Update my Name

**Current Name**

If you have a Wisconsin Driver License or Wisconsin State ID card, you must enter your name exactly as it appears on your card.

First Name\* Middle Name\* Last Name\*

Mary E Johnson

I don't have a middle name

**Prior Name**

Mary E Wilson

Have you recently changed your name? If you need to update your name with Wisconsin DMV. [Please click here](#)

**I have one of the following voter statuses:**

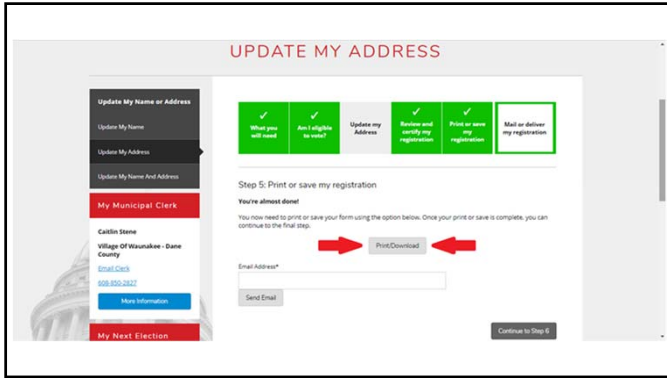
As a member of the military, you do not need to register to vote. Please provide your information as part of an absentee ballot request. [Provide your information now](#)

I live in permanently overseas with no intent to return to the United States.

**Please enter your contact information (optional):**

Email Address


Phone



## How to Register - Online (OVR)


### Summary

- DMV record of name and address serves as proof of residence; no separate proof of residence required
- No printing, signing, mailing form
- reduces data entry errors



## OVR Practice Updating Address


- Go to MyVote.wi.gov
- Select the *Register to Vote* tab
- Enter your name and DOB
- Select updating your address
- Proceed through the next 4 screens (through Step 4)
  - assume you've already changed your address at the DMV



**Do not proceed to Step 5 or you will change your registration.**



## How to Register - Paper

- Two ways to complete paper registration
  - Mail/Delivery (printed out from OVR)
  - Registration application form
- Requires
  - Voter's signature
  - Proof of Residence (POR)
  - Deliver or mail to the clerk



## Role of Registration Helper

- Helping at food pantries, registration drives etc.
  - registration not complete until processed by municipal clerk
- Working as a poll worker or at early voting
  - registration actually completed
  - POR verified and documented
- Online** registration completed on the spot

## Qualifications

**Wisconsin Voter Registration Application** Please complete lightly. Additional instructions on reverse. Please return your completed form to your municipal clerk.

**Qualifications** if you cannot check every box, do NOT complete this form.



please check each box if **YOU:**

<input type="checkbox"/> Are a citizen of the United States	<input type="checkbox"/> Will be at least 18 years old on or before Election Day
<input type="checkbox"/> Have resided at the address provided below for at least 28 consecutive days prior to the election and do not currently intend to move	<input type="checkbox"/> Are not currently serving a sentence including incarceration, parole, probation, or extended supervision for a felony conviction

**Section 1:**

- U.S. citizen
- 18 years old by Election Day
- Resided at address for 28 days prior to election
- Completed terms of sentence if convicted of a felony

Note: 17 year olds can register **only on paper**

## Your Name/About You

<b>Your Name</b>	2	Last _____ Suffix (Jr., II, etc.) _____
		First _____ Middle _____
<b>About You</b> <small>phone number and email are optional</small>	3	Date of Birth (MM/DD/YYYY) _____ / /
		Phone Number _____ Email Address _____

Section 2:

- Last name, first name, full middle name

Section 3:

- DOB - make sure DOB is not listed as today's date
- Phone number and email address - optional but helpful

## The Address Where You Live

<b>The Address Where You Live</b> <small>your residential voting address, which cannot be a P.O. Box</small>	4	Street Address _____ Apt/Room # _____
		City/Town/Village of _____ WI Zip _____
<small>If you do not have a street address, please use the map on the back of this form.</small>		Mailing Municipality (if different) _____ Are you military or permanent overseas voter? <input type="checkbox"/> Military <input type="checkbox"/> Permanent Overseas

Section 4:

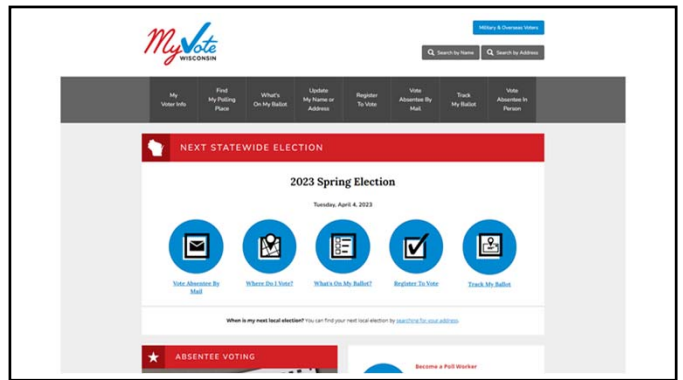
- Address must be a physical residence - PO box cannot be a residence
- Include apt/room number - moving within the same building requires re-registering



## The Address Where You Live

<b>The Address Where You Live</b> <small>your residential voting address, which cannot be a P.O. Box</small>	4	Street Address 1617 Washington Lane Apt/Room # 302
		City/Town/Village of Maple Bluff WI Zip 53704
<small>If you do not have a street address, please use the map on the back of this form.</small>		Mailing Municipality (if different) Madison Are you military or permanent overseas voter? <input type="checkbox"/> Military <input type="checkbox"/> Permanent Overseas

- City/Town/Village = **Voting** Municipality
- **Mailing** Municipality = Postal Address



## Homeless Voters

If you do not have a street number or address, please use this map to show where you live.

If you are a homeless voter and are registering to vote, please also provide a letter from an organization that provides services to the homeless that:

- Lists your name
- Describes the location designated as your residence for voting purposes

Example	N	Library		N
				+
		Marionnet Drive		
High School		X		



## Your Mailing Address

<b>Your Mailing Address</b> <small>if different from above</small>	5	Street Address (or P.O. Box) _____
		City/State/Country/Zip _____

Section 5:

- Voter receives mail at a different location
- Can be a PO box
- Mailing address is optional



## Prior Registration Information

<b>Prior Registration Information</b> complete this field if you are updating your registration due to a change in name or address	6	Full Name on Previous Registration _____
		Full Address on Previous Registration (if known) _____

Section 6:

- Name change - must first be updated with the DMV and SS administration
- Address change - listing city and state only is ok if full address is not known



## Identification

<b>Identification</b> (check the box that applies to you) WI Driver License or ID number required if unexpired and valid. SSN required if DL/ID not valid or never issued.	<input type="checkbox"/>	I have an unexpired and valid WI Driver License or WI DOT issued ID. Provide number and expiration date below
	<input type="checkbox"/>	I do not have a valid WI Driver License or WI DOT issued ID. Provide the last four digits of your Social Security Number XXXX-XX-XXXX.
	<input type="checkbox"/>	I have neither a valid WI Driver License/ID nor a Social Security Number (see back for more information and next steps)

Section 7:

- If Voter has unexpired and valid WI driver license or ID, voter **must** provide number and expiration date
- If Voter has expired, cancelled, suspended, or revoked WI driver license, voter **must** provide last 4-digits of SS# (WI DL/ID # optional)
- If Voter was never issued WI DL/ID, voter **must** provide last 4-digits of SS#



## Proof of Residence

<b>Proof of Residence</b> military and permanent overseas voters are not required to provide proof of residence	<input type="checkbox"/>	Voters must provide a proof of residence document when registering to vote. Please check this box to affirm that you are providing a copy of a valid form of proof of residence with this application
		Examples include: a copy of a valid and unexpired Wisconsin Driver License or ID Card, a utility bill, a paycheck/pay stub, or correspondence from a unit of government (see back of application for additional information and examples)

Section 8:

Voter documents that proof of residence is being provided by checking a box



## Signature and Certification

<b>Signature and Certification</b>	By signing below, I hereby certify that, to the best of my knowledge, I am a qualified elector, having resided at the above residential address for at least 30 consecutive days immediately preceding this election, that I have no present interest in money, and I have not voted in this election. I also certify that I am not otherwise disqualified from voting and that all statements on this form are true and correct. If I have provided false information, I may be subject to fine or imprisonment under State and Federal laws.	
	X Voter Signature	Voter Date: / /

Section 9

- Voter reads eligibility criteria
- Voter signs (and dates) form, certifying that all is correct

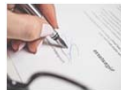


## Assistant

<b>Assistant</b> If someone assisted you by signing this form, they must complete this section	10	X	Assistant Signature _____	Assistant Address _____
---	----	---	---------------------------	-------------------------

Section 10:

If unable to sign, voter can designate an assistant who signs on the voter's behalf



## Documenting Proof of Residence

This System for Official Use Only													
Proof of Residence Type	WI DL	WI ID	UTIL	EA/PO	EV/CK	ST/NT	GOV	LSE	GOV	EN/PL	RES	TAX	H/IL/SS
Proof of Residence Issuing Entity													
Proof of Residence #													
Date Complete/POR Received													
Election Day Voter Number													
W/Vote ID #													
Confidential Elector ID #													
<input type="checkbox"/> Submitted by Mail								<input checked="" type="checkbox"/> Official's Signature					
NAME	SIG. DATE	ADDR	TEL. NO.	HT. WT/AGE	ASSIST.	IN. SIGN.	CORRECT.						

- Election officials have authority to document proof of residence
- Volunteer registration helpers do not have this authority

### Tips for Completion

- Legal document - must be legible
- Check for accuracy and completeness
- Ask colleague to double-check
- Avoid creating extra work for clerk's staff



### Paper Registration Practice A+

Find the errors on the completed forms

### Proof of Residence (POR)

- If registering on paper, must mail or submit POR
- Single document that shows
  - voter's current name,
  - voter's current address, and
  - document issuer
- Can be a paper or electronic document



### Proof of Residence (POR)

- POR may be sent via email
- Last name, first name in subject line
- City of Madison residents: [POR@cityofmadison.com](mailto:POR@cityofmadison.com)
- Residents outside of the city of Madison - check LWVDC website



### Acceptable Proof of Residence

- Valid unexpired WI driver license or DOT-issued ID card (or receipt)
- Utility bill (last 90 days)
  - Water
  - Gas
  - Electric
  - Phone – landline or cellular
  - Cable
  - Internet



### Acceptable Proof of Residence

- Bank or Credit Union statement
- Credit card statement
- Paycheck or pay stub
- Real estate tax bill for current or previous year





## Acceptable Proof of Residence

### Residential lease

- Not acceptable for registrations by mail
- Care facility residents may use care facility contract or intake document



## Government Document Examples

- Any government web page with the voter's name and address
- Fishing license
- Ticket/citation
- Social Security
- Food Share Wisconsin
- Medicare/Medicaid
- Public library electronic system - voter's account page
- Correspondence from Native American tribe in WI
- Bartender license
- Public high school transcript, report card, or schedule
- Document from the University of WI or WI Tech Colleges
- Automobile registration



## Acceptable Proof of Residence

- College fee statement from last 9 months, with student ID
- Useful for private colleges such as Edgewood College



## Acceptable Proof of Residence

### High school students:

- Wisconsin DL or ID
- Public high school students can use a letter or document from the school (government document)



## Proving Address when Homeless

- Affidavit from homeless shelter or a social service agency providing services for the homeless
  - Identifies voter
  - Describes residence for voting purposes



## Not Acceptable

- Insurance statement
- Medical bill (except UW Hospitals and Clinics)
- Business card
- Magazine subscription
- Expired license/ID
- Out-of-state driver license
- Piece of mail
- Post office forwarding sticker



### POR Practice

- Is it an acceptable proof of residence?
  - If yes, why?
  - If no, why not?



### Helping Wisconsin Voters

- Eligibility to vote
- Registration and proof of residence
- **Acceptable voter ID**
- Engaging with the voter
- Appropriate behavior and communication



### Acceptable Voter Photo ID

- Voter must show acceptable ID to receive a ballot
- Address on ID does not matter for purposes of proving identity



### Acceptable Voter Photo ID unexpired or expiring after 11/8/2022

- Wisconsin driver license
- Wisconsin DOT-issued ID
- U.S. passport
- Military ID card



### Voter ID vs POR Driver license and state ID

Voter ID	POR
Can be expired after Nov. 8, 2022	Must be unexpired
Address does not need to be current	Address must be current

### Acceptable Voter Photo ID

- Certificate of Naturalization issued within last 2 years
- Unexpired Wisconsin driver license/state ID receipt
- ID card issued by a federally recognized Native American tribe in Wisconsin - unexpired or expired
- Unexpired or non-expiring Veterans Affairs ID



### Acceptable Voter Photo ID

- ID issued by a Wisconsin accredited university or college
  - Issuance date
  - Expiration within 2 years of issuance
  - Student signature & picture
  - If card is expired, must be accompanied by proof of current enrollment



### Acceptable Voter Photo ID

- UW-Madison
  - Standard "Wiscard" - **not** acceptable
  - Free special student voter ID - **acceptable**
- Madison College
  - Standard "ONECARD" - **not** acceptable
  - Free special student voter ID - **acceptable**
- Edgewood College
  - ID Card - **acceptable**



### Acceptable Voter Photo ID

Can be expired or unexpired

Wisconsin driver license Wisconsin DMV-issued photo ID card U.S. military ID card U.S. passport	Unexpired or expired after date of the last November (general) election
ID card issued by a federally recognized Native American tribe in Wisconsin	Any date – unexpired or expired
Veterans Affairs ID card	Unexpired or has no expiration
A photo ID card issued by a Wisconsin accredited college, university or technical college	Issued not earlier than two years before the date of an election at which it is presented; can be expired (if expired must show proof of enrollment)

### Acceptable Voter Photo ID

Cannot be expired

Certificate of naturalization	Issued not earlier than two years before date of the election at which it is presented
Wisconsin DMV-issued driver license receipt* Wisconsin DMV-issued photo ID receipt*	Issued not earlier than 45 days before date of the election at which it is presented
Citation or notice of intent to revoke or suspend a Wisconsin DMV-issued driver license	Issued not earlier than 60 days before the date of the election at which it is presented

### REAL ID-Compliant DL/ID

- WI DMV issuing REAL ID-compliant driver licenses and ID cards
- Required by May 7, 2025
  - to fly in US
  - to visit military base/federal buildings



**NOT required for voting**

### Free ID from the DMV

REAL ID-compliant and non-compliant IDs obtained for free  
Documents needed for a non-compliant ID

- proof of identity
- proof of name and DOB
- proof of citizenship
- proof of WI residency



Documents missing?

- ID petition process
- non-compliant ID only

For help getting an ID: Voter Helpline, 608-285-2141

## Helping Wisconsin Voters

- Eligibility to vote
- Registration and proof of residence
- Acceptable voter ID
- **Engaging with the voter**
- Appropriate behavior and communication



## Helping Voters with Registration

Helping Voters with Registration and Photo ID						
What to ask	How to help	Next steps				
Have you moved since the last time you voted?	Check registration status at <a href="http://myvote.wi.gov">myvote.wi.gov</a> under My Voter Info	If no (registered at current address), confirm voter has an acceptable photo ID. If yes (not registered at current address), proceed to next question below.				
Do you have a valid unexpired WI driver license or state ID?	Confirm expiration date with voter.	If no, proceed to Mail/Delivery directions. If yes, proceed to next question below.				
Does the DMV know your current name?	Direct voter to DMV website on how to change name - <a href="http://tmyurl.com/DMVnamechange">tmyurl.com/DMVnamechange</a>	If no, voter must go to DMV office to update their name or can vote using their old name* If yes or not applicable, proceed to next question below.				
Does the DMV know your current address? (new address not required to be on driver license/ID card)	Direct voter to DMV website on how to change address - <a href="http://tmyurl.com/DMVaddress">tmyurl.com/DMVaddress</a>	If no, voter can update address at DMV website. If yes or not applicable, proceed to Online Voter Registration (OVR) below.				
*If unable to process name change before election						
Direct voter to MyVote website to start voter registration process through Mail/Delivery ( <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a> ) or provide paper copy of registration application.						
Check completed form for accuracy and completeness including voter signature						
Confirm voter has appropriate proof of residence - <a href="http://tmyurl.com/POI">tmyurl.com/POI</a>						
Determine how the registration application and proof of residence will be submitted:						
<table border="0"> <tr> <td style="vertical-align: top;"><b>Mail/Delivery</b></td> <td> <ul style="list-style-type: none"> <li>Registration application and a copy of proof of residence mailed or delivered to the clerk's office (for City of Madison residents, documents may be delivered to any public library or any City of Madison office)</li> <li>Registration application mailed or delivered to voter's office, proof of residence submitted via email to the clerk as a screenshot or photo of the document. (For registrations for city of Madison residents and all others in Dane county, options for sending POR via email to the municipal clerk can be found at the LWVDC website <a href="http://lwdc.org/submitting-por/">lwdc.org/submitting-por/</a>)</li> <li>Determine whether voter has acceptable photo ID (Wisconsin driver license, Wisconsin ID, passport, or other)</li> <li>If yes, remind voter to bring it to the polls</li> <li>If no, get name and phone number for follow-up for getting ID at the DMV (Voter ID Helpline 608-285-2141)</li> </ul> </td> </tr> <tr> <td style="vertical-align: top;"><b>OVR</b></td> <td> <ul style="list-style-type: none"> <li>Direct voter to MyVote website to complete voter registration - <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a></li> <li>Remind voter to bring photo ID to the polls</li> </ul> </td> </tr> </table>			<b>Mail/Delivery</b>	<ul style="list-style-type: none"> <li>Registration application and a copy of proof of residence mailed or delivered to the clerk's office (for City of Madison residents, documents may be delivered to any public library or any City of Madison office)</li> <li>Registration application mailed or delivered to voter's office, proof of residence submitted via email to the clerk as a screenshot or photo of the document. (For registrations for city of Madison residents and all others in Dane county, options for sending POR via email to the municipal clerk can be found at the LWVDC website <a href="http://lwdc.org/submitting-por/">lwdc.org/submitting-por/</a>)</li> <li>Determine whether voter has acceptable photo ID (Wisconsin driver license, Wisconsin ID, passport, or other)</li> <li>If yes, remind voter to bring it to the polls</li> <li>If no, get name and phone number for follow-up for getting ID at the DMV (Voter ID Helpline 608-285-2141)</li> </ul>	<b>OVR</b>	<ul style="list-style-type: none"> <li>Direct voter to MyVote website to complete voter registration - <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a></li> <li>Remind voter to bring photo ID to the polls</li> </ul>
<b>Mail/Delivery</b>	<ul style="list-style-type: none"> <li>Registration application and a copy of proof of residence mailed or delivered to the clerk's office (for City of Madison residents, documents may be delivered to any public library or any City of Madison office)</li> <li>Registration application mailed or delivered to voter's office, proof of residence submitted via email to the clerk as a screenshot or photo of the document. (For registrations for city of Madison residents and all others in Dane county, options for sending POR via email to the municipal clerk can be found at the LWVDC website <a href="http://lwdc.org/submitting-por/">lwdc.org/submitting-por/</a>)</li> <li>Determine whether voter has acceptable photo ID (Wisconsin driver license, Wisconsin ID, passport, or other)</li> <li>If yes, remind voter to bring it to the polls</li> <li>If no, get name and phone number for follow-up for getting ID at the DMV (Voter ID Helpline 608-285-2141)</li> </ul>					
<b>OVR</b>	<ul style="list-style-type: none"> <li>Direct voter to MyVote website to complete voter registration - <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a></li> <li>Remind voter to bring photo ID to the polls</li> </ul>					

## Helping Voters with Registration



### Helping Voters with Registration and Photo ID

What to ask	How to help	Next steps
Have you moved since the last time you voted?	Check registration status at <a href="http://myvote.wi.gov">myvote.wi.gov</a> under My Voter Info	If no (registered at current address), confirm voter has an acceptable photo ID. If yes (not registered at current address), proceed to next question below.
Do you have a valid unexpired WI driver license or state ID?	Confirm expiration date with voter.	If no, proceed to Mail/Delivery directions. If yes, proceed to next question below.
Does the DMV know your current name?	Direct voter to DMV website on how to change name - <a href="http://tmyurl.com/DMVnamechange">tmyurl.com/DMVnamechange</a>	If no, voter must go to DMV office to update their name or can vote using their old name* If yes or not applicable, proceed to next question below.
Does the DMV know your current address? (new address not required to be on driver license/ID card)	Direct voter to DMV website on how to change address - <a href="http://tmyurl.com/DMVaddress">tmyurl.com/DMVaddress</a>	If no, voter can update address at DMV website. If yes or not applicable, proceed to Online Voter Registration (OVR) below.
*If unable to process name change before election		

## Helping Voters with Registration

Direct voter to MyVote website to start voter registration process through Mail/Delivery ( <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a> ) or provide paper copy of registration application.		
Check completed form for accuracy and completeness including voter signature		
Confirm voter has appropriate proof of residence - <a href="http://tmyurl.com/POI">tmyurl.com/POI</a>		
Determine how the registration application and proof of residence will be submitted:		
<b>Mail/Delivery</b>	<ul style="list-style-type: none"> <li>Registration application and a copy of proof of residence mailed or delivered to the clerk's office (for City of Madison residents, documents may be delivered to any public library or any City of Madison office)</li> <li>Registration application mailed or delivered to voter's office, proof of residence submitted via email to the clerk as a screenshot or photo of the document. (For registrations for city of Madison residents and all others in Dane county, options for sending POR via email to the municipal clerk can be found at the LWVDC website <a href="http://lwdc.org/submitting-por/">lwdc.org/submitting-por/</a>)</li> <li>Determine whether voter has acceptable photo ID (Wisconsin driver license, Wisconsin ID, passport, or other)</li> <li>If yes, remind voter to bring it to the polls</li> <li>If no, get name and phone number for follow-up for getting ID at the DMV (Voter ID Helpline 608-285-2141)</li> </ul>	
<b>OVR</b>	<ul style="list-style-type: none"> <li>Direct voter to MyVote website to complete voter registration - <a href="http://tmyvote.wi.gov">tmyvote.wi.gov</a></li> <li>Remind voter to bring photo ID to the polls</li> </ul>	

## Helping Wisconsin Voters

- Eligibility to vote
- Registration and POR
- Acceptable voter ID
- Engaging with the voter
- **Appropriate behavior and communication**



## Our Goal

- Communicate that voters are valued, welcomed, and included
- Increase civic engagement




**State League Policy on Diversity, Equity, and Inclusion**

LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. Diversity, equity, and inclusion are central to the organization's current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy.


There shall be **no barriers to full participation** in this organization on the basis of gender, gender identity, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, ability status, mental health, educational level or background, geography, nationality, work style, appearance, political perspective or personality type, physical ability, or any other characteristic that can be identified as recognizing or illustrating diversity.

**no barriers to full participation**



### What are protected classes in the City of Madison?

- Age
- Arrest record
- Skin color
- Conviction record
- Current or past military service
- Disability / Handicap
- Familiar status
- HIV status
- Less than honorable discharge
- Marital status
- National origin / Ancestry
- Physical appearance
- Political beliefs
- Race
- Religion / Creed
- Sex / Gender
- Sexual orientation
- Source of income
- Student status
- Use or non-use of lawful products off the employer's premises during non-work hours



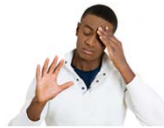
### Barriers to full participation

- **Biases** = attitudes for/against a group
- **Discrimination** = negative treatment
- **Microaggressions** = unintentional discrimination
  - brief, every day slights
  - verbal, behavioral, or environmental communications




### Examples of microaggressions

- A poll worker raises her voice when speaking to a voter who is visually impaired.
- "You speak English really well."
- "When I look at you, I don't see color."
- "Where are you really from?"
- "That's such a pretty name."




### Who is impacted?

- Volunteer → Voter
- Volunteer → Volunteer
- Volunteer → On-site staff
- Voter → Volunteer



### What does this look like when registering voters?

- National Origin (citizenship)
- Race/Ethnicity
- Gender
- Political Beliefs



## Citizenship (eligibility to vote)

**Wisconsin Voter Registration Application** Please complete legibly. Additional instructions on reverse. Please return your completed form to your municipal clerk.

**Qualifications** if you cannot check every box, do NOT complete this form. please check each box if YOU:

<input type="checkbox"/> Are a citizen of the United States	<input type="checkbox"/> Will be at least 18 years old on or before Election Day
<input type="checkbox"/> Have resided at the address provided below for at least 28 consecutive days prior to the election and do not currently intend to move	<input type="checkbox"/> Are not currently serving a sentence including incarceration, parole, probation, or extended supervision for a felony conviction

- Make voter aware of basic requirements
- Voter determines eligibility
- NOT appropriate to ask only certain individuals if they are citizens
  - Assumes citizenship is visible
  - It is biased and discriminatory!
- NOT appropriate to comment on a voter's age

## Bias on the basis of race/ethnicity

- NOT appropriate to comment on voter's name. For example:
  - "How do you say your name?"
  - "That's a pretty/unusual/hard to pronounce name"
  - "You must be from X"
- NOT appropriate to comment on language
- Appearance ≠ eligibility



## Bias on the basis of gender identity

- Voters are registered by name and address, NOT by gender
- Do not question voter's "real" name
- OK if name on documents does not match gender presentation



## Use gendered language with caution

- Use gender neutral language
  - they/them/theirs as a singular pronoun
  - "The voter," "the applicant," and "this person/student"
  - "The student in the red shirt" instead of "The lady over there"



## Partisan behavior

- Do NOT engage in partisan behavior!
  - Partisan = endorsing candidate or party
- You CAN:
  - Provide dates and deadlines
  - Help to register
  - Inform about candidates through non-partisan resources
    - Candidates Answers
    - [MyVote.wi.gov](http://MyVote.wi.gov)
    - [VOTE411.org](http://VOTE411.org)



More information: [NonprofitVOTE.org](http://NonprofitVOTE.org)

## Partisan behavior

- Applies to everyone, including other volunteers
  - Don't assume or ask other volunteers' political affiliation or voting preferences
  - Do not hold partisan discussions with volunteers or friends



## Summary

- *Don't make assumptions based on people's appearances*
  - Voting preference
  - Citizenship
  - Gender
  - Whether they have family who live nearby.
- Ask everyone the same questions!
- Keep all comments about appearance to yourself (yes, even positive ones)



## What to do if inappropriate conduct happens?

- **Direct:** Confront the situation.
- **Distract:** De-escalate. Change the subject.
- **Delegate:** Seek help from the lead volunteers, or bring in peers for support.
- **Delay:** Check in with the person being targeted later.
- **Document:** Make notes about the incident.



## Who to talk to?

- Talk to the other person (if not the Lead)
- Talk to the Lead Volunteer
- City Clerk
  - 608-266-4601
  - [clerk@cityofmadison.com](mailto:clerk@cityofmadison.com)
- Department of Civil Rights
  - 608-266-4910
  - [dcr@cityofmadison.com](mailto:dcr@cityofmadison.com)



## What to do if you engage in biased behavior?

- Apologize *briefly* and move on
- Then, think about your actions
  - *Why?*
  - What kind of unconscious associations have you learned?
  - How can you unlearn them?
- Reflect beforehand! Do you have assumptions about...
  - Who is eligible to vote?
  - Who needs assistance?
  - What strengths you and others have?



## You represent the League of Women Voters

- Show dignity and respect to everyone
- Conduct yourself in a non-partisan manner
- Act in ways to increase civic engagement.



## Resources

### Statewide

- MyVote: [MyVote.wi.gov](http://MyVote.wi.gov)
- Wisconsin Elections Commission (WEC): [elections.wi.gov/voters](http://elections.wi.gov/voters)
- WEC Help Desk for technical assistance: 608 261-2028
- Template for homeless voter affidavit: [tinyurl.com/homeless-POR](http://tinyurl.com/homeless-POR)
- Driver license look-up: [tinyurl.com/look-up-DL](http://tinyurl.com/look-up-DL)

### Dane County

- League of Women Voters of Dane County (LWVDC): [lwdanecounty.org](http://lwdanecounty.org)
- Madison City Clerk: 608-266-4601; [cityofmadison.com/clerk](http://cityofmadison.com/clerk)
- Dane County Voter ID Coalition: [www.voteridwisconsin.org/](http://www.voteridwisconsin.org/)

### Volunteer Opportunities

- Madison City Clerk: [cityofmadison.com/voteroutreach](http://cityofmadison.com/voteroutreach)
- Voter ID Coalition: [www.voteridwisconsin.org/calendar/](http://www.voteridwisconsin.org/calendar/)