

# August 2024

## Voting Assistance Officer To Do List

Throughout the 2024 Election Year, the Federal Voting Assistance Program will share a monthly to-do list with all Voting Assistance Officers. Please refer back to this list every month to ensure that you are maximizing your capability to assist your customers.



### 2024 Presidential Election

**Tuesday, November 5, 2024**

84 days 'til Election Day

- **Outreach Materials, Handouts, Fact Sheets, Translated Forms and Fact Sheets:** To assist Service members, their families and overseas citizens, FVAP has created materials to cover many topics related to absentee voting. These tools are available at <https://www.fvap.gov/info/outreach> for you to download, print and share as you see fit for outreach events you may be conducting.
- **Upcoming Voting Emphasis Weeks: Sept 3 IVA Office Outreach:** Is the next upcoming event. Your Service Action Officer (SVAO) will be ensuring your VAO office contact information is current and operational by contacting you by phone/email. Update your contact information as soon as possible (ASAP).
- **VAO of the Quarter:** Has your voting program shined this quarter? Reach out to your SVAO and find out how to get nominated for VAO of the Quarter Recognition. 1 Oct 2024 is the last day to submit nominees to your branch of service Service Voting Action Officer (SVAO) to compete for the VAO of the Quarter.  
<https://www.fvap.gov/vao/vao-of-the-quarter>
- **FVAP Account:** Do you have a FVAP account? To sign up for FVAP new releases, visit FVAP.gov or email us at [vote@fvap.gov](mailto:vote@fvap.gov)
- **Upcoming Election Dates:** Visit the following link to see upcoming election dates and deadlines: <https://www.fvap.gov/guide/upcoming-elections>. Save and post QR codes for voters to scan and have readily available.
- **We have an Election Coming UP, are you Voting:** Remind your community to have their vote heard/counted. Remind them to complete a Federal Post Card Application (FPCA) to register and request an absentee ballot if they have not done so already.
- **Have you Completed your Duties as the Voting Assistance Officer?** If you are leaving the military/PCSing/not a VAO anymore, make sure to let your IVAO know so that they can get your metrics from you for past quarters and make sure a new VAO is appointed when you leave.
- **Want to contact the Federal Voting Assistance Program (FVAP)?** Contact FVAP by email, phone, mail and media, Visit the following link: <https://www.fvap.gov/info/contact> for our contact information.
- **FVAP Social Media Platforms:** Follow us and share your voting assistance activities and photos via: