

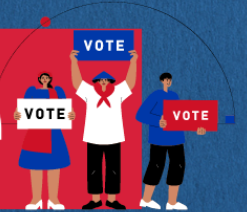


MI Vote Matters

HIGH SCHOOL VOTER REGISTRATION CHALLENGE



Resource Guide



Presented by the Michigan Department of State and nonpartisan partners.



MI Vote Matters Resource Guide

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Have questions about the challenge? View our list of [Frequently Asked Questions](#) or contact ReinhardtS@Michigan.gov

Overview and Welcome

Thank you for signing up for the [MI Vote Matters High School Voter Registration Challenge!](#) Please find below more information on the MI Vote Matters Challenge.

Not signed up yet? Learn more and sign-up your school today at Michigan.gov/MIVoteMatters.

■ What is the Challenge?

MI Vote Matters is a partnership between the Michigan Secretary of State and nonpartisan organizations to encourage high school students and educators across the state to hold voter registration drives and earn recognition for their efforts.

■ What can my school win?

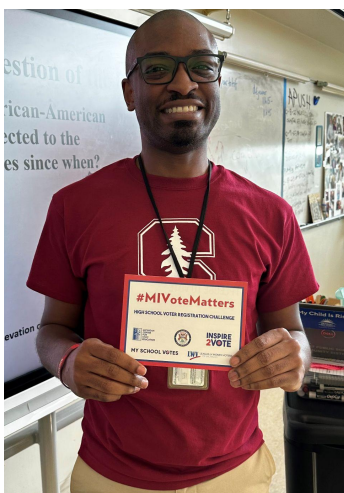
Each participating school will have the opportunity to receive awards and special recognition from the Michigan Secretary of State, based on its success in registering a majority of eligible students to vote. Awards categories are as follows:

- **Gold:** 90% and above of all eligible high school students registered
- **Silver:** 70% and above of all eligible high school students registered
- **Bronze:** 50% of all eligible high school students registered
- **Platinum:** 100 or more eligible high school students registered



■ How are student registrations tracked?

To count towards the Challenge, students must register to vote and complete a Pledge to Vote online or on paper. Completed pledges are used to count the number of students registered. More information on this process is available in the [“Registering Students to Vote”](#) section.



An educator presents a Pledge to Vote Card at Renaissance High School in Detroit Michigan.

■ What happens after my school signs up?

Once enrolled in the Challenge, participating schools will receive an email from Inspire2Vote, a non-partisan partner organization, welcoming your school and providing next steps. Upon request, participating schools will be mailed an Inspire2Vote packet of resources including Pledge to Vote Cards, an Action Kit, and classroom materials. These resources are also available online, accessible in the [“Planning Resources & Materials”](#) section.

Schools will then be connected with a local League of Women Voters chapter who can provide support and expertise in planning and running high school voter registration drives.

League of Women Voters Planning Support

The Michigan Department of State is proud to partner with League of Women Voters MI (LWVMI) for MI Vote Matters.

League members are available to help participating students and educators as-needed, from providing voter registration resources and expertise, to planning and running a school's entire drive!

If your school already receives support from LWVMI or your local clerk's office in planning voter registration drives: Schools currently working with outside organizations or offices to plan student registration drives, like the League of Women Voters or their local clerk's office, are encouraged to continue doing so when enrolling in the MI Vote Matters Challenge.



League of Women Voters of Washtenaw County support a student voter registration drive in a local high school cafeteria.

■ About LWVMI and Local Chapters

[League of Women Voters MI](#) (LWVMI) is a non-partisan organization that encourages informed and active participation in government. LWVMI's 30+ local chapters across the state work closely with local high schools to support student and community voter registration efforts.

■ Connecting with a Local LWVMI Chapter

The Michigan Department of State encourages schools who do not currently coordinate with an outside organization or office on voter registration drive planning to work with their local League of Women Voters chapter for assistance.

Your local LWV chapter is equipped to work with you and your students to plan a drive, including offering non-partisan educational materials, expertise on running registration drives, and classroom resources on Michigan elections.

As part of the MI Vote Matters sign-up process, you will be connected via email with a local League of Women Voters chapter member who is available to assist you and your students with drive planning and administration. If you would like to request the contact information for your local League, please contact Sarah Reinhardt with the Department of State at ReinhardtS@Michigan.gov.



LWV of Dearborn/ Dearborn Heights present to a class about voter registration at Fordson High School in Dearborn, Michigan.

Planning a Voter Registration Drive

Schools participating in the MI Vote Matters High School Voter Registration Challenge have the option to plan a student voter registration drive themselves, or to coordinate with an outside organization or office to assist in the planning and/or running of their drive.

■ Survey your School’s Current Programming

Schools enrolling in the MI Vote Matters program may find that other educators at their school may already register students to vote as a classroom activity, or may coordinate with third party organizations to host registration drives. Before planning your drive, ask around to determine if student voter registration is already occurring, and if so, invite others to coordinate in drive planning and Challenge participation.



Students promote a voter registration drive at Lakeview High School in Battle Creek, Michigan.

■ Coordinating with Outside Organizations

Planning a voter registration drive can take a lot of time and effort, and many schools prefer to bring in a third party to plan and run their drives for them, like the local election clerk or the League of Women Voters. Working with an outside organization can make your student voter engagement efforts easy and impactful.

Schools already working with a third party for hosting drives are encouraged to continue doing so when enrolling in the MI Vote Matters Challenge. The Michigan Department of State encourages schools that do not currently coordinate with a third party to work with their local League of Women Voters chapter for assistance. For more information, visit the [“League of Women Voters Planning Support”](#) section.

IMPORTANT: To receive credit for voter registrations, schools working with a third party organization must incorporate student completion of the Pledge to Vote into their current drive programming. For more information, view the [“Registering Students to Vote”](#) section.

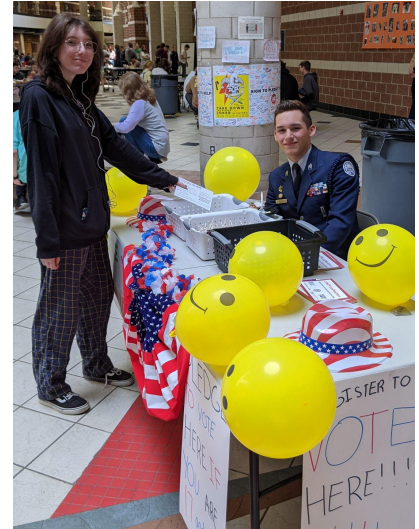


Students register to vote during a student-led presentation at Renaissance High School in Detroit, Michigan.

■ Determine Scope, Method, and Helpers

The impact of your school's voter registration drive depends largely on how you plan to reach students, the scope of your drive planning, and who you coordinate with. When determining these factors, educators are encouraged to engage students.

- **Scope:** How many students would you like to reach with your drive? You may prefer a smaller scope, like a classroom focused drive registering students during class-time. Conversely, you may consider a larger scope, coordinating with other educators or third party partners in planning a school-wide voter registration drive to maximize your impact.
- **Method:** How would you like to reach students? For a school-wide drive, consider how to reach the most students, like setting up a voter registration table at lunch, or organizing presentations for other classrooms. Some may prefer a more passive approach to student voter registration, like emailing students the resources for voter registration.
- **Helpers:** Who can help? Encourage other educators to register eligible students in their classrooms, or consider support from a nonpartisan third party, like the League of Women Voters, who can help expand your impact. Most importantly, students should be involved in the planning and running of your drive at every step. Peer-to-peer engagement is the most effective way to engage students and young people in the democratic process.



Students run a voter registration table at Anchor Bay High School in Fair Haven, Michigan.

■ Action Kit Planning Steps

A step-by-step guide for educators and students to plan a successful voter registration drive is located in the [Inspire2Vote Action Kit](#). As you plan your drive, be sure to consult with any coordinating third parties, like the League of Women Voters or your local clerk's office, and to encourage student participation.



Students run a registration table and hand out treats at Alpena High School in Alpena, Michigan.

More information on "[Step 3: Pledge and Register to Vote](#)" in the Action Kit is available in the next section, "[Registering Students to Vote](#)".

Registering Students to Vote

Steps for registering students to vote in Michigan and for tracking registrations at your school are available below. We strongly recommend reviewing Michigan's voter eligibility information with each student prior to registration, available in the "[Michigan Elections 101](#)" section.

> Visit [Inspire2Vote.org/register](https://inspire2vote.org/register) to complete required steps in one easy location.

■ Step 1 – Register to Vote

Students can register to vote online, or by completing a printable application. Information on both methods, and the information students will need to register are listed below.

- [Register to Vote Online](#)

Students will need **both** a state of Michigan Driver's License or ID number **and** the last 4-digits of social security number.

- [Printable Voter Registration Form](#)

Students will need **either** a Michigan Driver's License or ID number **or** the last 4-digits of a student's social security number. Drop off, mail, or scan and email your completed registration forms to your local clerk's office. Find your local clerk [at this link](#).

■ Step 2 – Complete a Pledge to Vote

To track the number of registrations at your school, each student must submit an Inspire2Vote Pledge to Vote. Completed pledges are used to count the number of registered students at your school. Options for completing a Pledge to Vote are listed below.

- [Online Pledge Card](#)

- [Paper Pledge Card](#)

Pledge to Vote Cards can be [printed at this link](#) or mailed to you upon request. To return your completed Pledge to Vote Cards, you can [request a prepaid shipping label here](#).

■ Step 3 (optional) – Complete an Absent Voter (AV) Ballot Application

Any Michigan resident can request an absent voter ballot to vote early by mail, drop box or at your local clerk's office!

- [Online AV Ballot Application](#)

- [Printable AV Ballot Application](#)

Michigan Elections 101



Students may have varying levels of familiarity with the voting process in Michigan. Some students may come from personal or family backgrounds with an extensive history of civic and electoral engagement, while others may not. You will play a key role in educating students about Michigan's election process and voter registration.

This guidance will assist you in helping your students to learn more about Michigan's voter registration and electoral process.

■ Voter Registration & Eligibility

Before asking students if they would like to register to vote, we recommend that you review with students the specific criteria required for voter registration. To register to vote in Michigan, you must be:

- A United States citizen
- A resident of Michigan
- 17.5 years old or older (must be 18 years old by Election Day to cast a ballot)
- Not currently serving a sentence in state or federal prison .

In walking students through the eligibility requirements, the following guidance may be helpful in addressing questions or common misunderstandings students may have:

- If a student's principal residence is in Michigan, then they are a resident of Michigan for voter registration purposes.
- If students move and change their principal residence within Michigan after they have registered, they may update their address by visiting [Michigan.gov/Vote](https://www.michigan.gov/Vote). Updating a

voter registration address automatically updates your address of record for your Michigan driver's license or ID.

- Registering to vote will not enter students into the selective service system (the draft).
- Registering to vote will not enter students into jury pool selection.

How to Register to Vote

Students have several options to register to vote, including accessing an [online application](#) or a [Printable PDF Application](#).

For more information on registering students to vote as part of the MI Vote Matters Challenge, please visit the "[Registering Students to Vote](#)" section.

■ Voting at Home - Absentee Voting

Students can request an absentee ballot by completing and submitting an [absentee ballot application](#). By completing this application, students are requesting a ballot be sent to their home address prior to Election Day. For more information on ways to apply for an absentee ballot, please visit the "[Registering Students to Vote](#)" section.

Once an absentee ballot application has been completed and submitted, an absentee ballot will be sent to the voter's home.

Returning an Absentee Ballot

Students can fill out their ballot at home and mail their ballot to their election clerk's office, drop off their ballot at a drop box, or return the ballot to their local clerk's office in-person. Local election clerk and drop-box information may be found [at this link](#).

Completed absentee ballots must be received by their assigned election clerk by 8PM on Election Day in order to be counted. Mailed ballots that are still in-transit by 8PM on Election Day are not counted in Michigan. For this reason, we recommend mailing your ballot to your clerk's office at least a week in advance of Election Day.

Absentee Voting Do's and Don'ts

Michigan law dictates what voters' requirements for completing and returning an absentee ballot. See below for a list of absentee voting Do's and Don'ts.

- **Do** Sign the back of the ballot return envelope. Your vote will not be counted without a signature that matches the one on file with your clerk.
- **Do** Track your ballot by visiting Michigan.gov/Vote.
- **Do** Know that all valid absentee ballots are counted by pairs of bipartisan election workers.
- **Don't** Mail your ballot within a week of Election Day, as this may not be enough time to be received by your clerk's office.
- **Don't** Ask anyone to deliver your ballot other than immediate family or a member of your household.

■ Voting on Election Day - Polling Places

Michigan polling places open on Election Day at 7AM and close at 8PM. A polling place is a location where voting takes place during an election, sometimes located in a school or public building. Every registered voter in Michigan has the option to vote by mail using an absent voter ballot, or to visit their assigned polling place to vote in-person on Election Day.

Finding your Polling Place

Students can find their assigned polling place by visiting Michigan.gov/Vote and selecting "Where is my polling place?". They may then follow the prompts to search by inputting their voter information. Once submitted, a polling place name and address will be listed under the heading "Your polling location". Students can *only* vote in-person on Election Day at their assigned polling place listed at Michigan.gov/Vote.

Voting at your Polling Place

Each polling place will have official election inspectors (poll workers) available to help guide members of the public through the voting process. Each polling place also features a Voter Assist Terminal (VATs), a machine that can provide accessible electronic voting to people with disabilities.

Upon arriving at your polling place, you'll check-in with an election inspector at the check-in table. There, voters will be asked to present a photo ID to complete the check in process. If a voter does not have a photo ID, or if they forgot their photo ID, they will still be permitted to vote.

After checking in, each voter will be issued a paper ballot to complete by hand, or a voter may ask to use the Voter Assist Terminal to cast their ballot. If a voter has questions or is unsure about the process, they can always ask a poll worker for assistance. Poll workers are there to help, but cannot influence or tell you how to vote!

Polling Place Do's and Don'ts

Michigan law dictates what voters can and cannot do while in a polling place. See below for a list of polling place Dos and Don'ts.

- **Do** bring a voter information guide or pamphlet with you to vote, just be sure to take it with you when you leave.
- **Do** bring an interpreter with you if you need non-English translation or interpretation to cast a ballot.
- **Do** take a selfie *outside* the voting area.
- **Do** get in line to vote by 8:00 PM. So long as you are in line at your polling place by the 8:00 PM cut-off time, you will be allowed to vote.
- **Do not** wear election or campaign clothing or accessories into a polling place.
- **Do not** bring election or campaign flyers or signs into a polling place.
- **Do not** take a photo or selfie *within* the voting area.

■ **What's on the Ballot?**

The contents of an election ballot varies by jurisdiction (city, township, county and voting district). Voters can view a sample ballot for *any* precinct in the State for an upcoming election at MVIC.sos.state.mi.us/PublicBallot.

Voters can view a ballot specific to their assigned precinct by visiting Michigan.gov/Vote and selecting "What's on the ballot?" Students can also visit Vote411.org to access non-partisan voting guides, information about what is on the ballot and a first-time voter checklist.

■ **Visiting an Election Clerk's Office**

In Michigan, an Election Clerk is a county, city or township official who administers elections locally. Michigan has over 1,600 election clerks, and every registered voter has an assigned local clerk who can help with elections and voting matters. Students can find their local election clerk's name and office location by visiting Michigan.gov/Vote and selecting "Where are my clerk's offices?"

Students should *only* go to their assigned Election Clerk, as listed at Michigan.gov/Vote.

Reasons to Visit a Clerk's Office

Below are a few reasons to contact or visit a local election clerk's office:

- To register to vote within 14-days of an Election Day (be sure to bring proof of residency)
- To register to vote and cast a ballot on Election Day (be sure to bring proof of residency)
- To register to vote if you don't have a valid State of Michigan Driver's License or ID (bring proof of residency if you are within 14-days of an Election Day)
- To update a voter registration address (can also be done online)
- To apply to be a poll worker (must be 16-years old)
- To request or turn in an absent voter ballot application (can also be done online).
- To turn in or surrender an absent voter ballot.

For more information, visit Michigan.gov/Vote or view our list of [Frequently Asked Questions on Elections and Voting](#).

Planning Resources & Materials

Please find below a list of resources and materials for planning your high school voter registration drive, as well as educational resources for voting and elections.

Drive Planning Resources



[Inspire2Vote Action Kit](#)

The Inspire2Vote Action Kit Guide provides a step-by-step guide for planning a successful voter registration drive at your school.

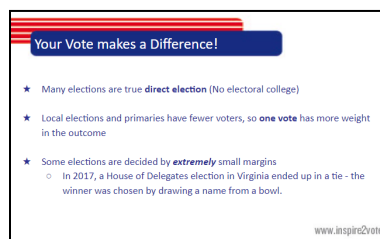
Please note that information and FAQs in this document are not specific to Michigan. For more information on Michigan specific voting requirements, please see the [Michigan Elections 101](#) section.



[Michigan Voter Registration Drive Guidelines](#)

This official Michigan Department of State guidance provides information on federal and state law regarding voter registration drives, as well as answers to frequently asked questions received by registration drives.

Classroom Materials




[Inspire2Vote Classroom Presentations](#)

Presentation slides for your classroom about the importance of voting, youth participation and how to get involved.

Please note that information and FAQs in this document are not specific to Michigan. For more information on Michigan specific voting requirements, please see the [Michigan Elections 101](#) section.

- [I2V Presentation \(Google Slides\)](#)
- [I2V Presentation \(PowerPoint\)](#)
- [I2V Presentation \(PDF\)](#)

Classroom Materials (cont'd)



ACTIVITY CARD

PLAN TO VOTE TIME: 10 minutes

OBJECTIVE: Students will identify obstacles that may prevent people from voting on election day and will create a plan to vote in the next election.

ACTIVITY: Ask students to pull out a piece of paper and draw a line vertically down the middle of the page (creating two columns). At the top of the left column have them write "Challenges" and at the top of the right column, write "Solutions."

Tell students: "We're all experienced to one where we had to be an important appointment on a given day and "something" came up. Sometimes you simply can't predict things that happen but often you can with a little prior planning.

We know that young people have their own types of challenges in getting to the polls on election day. Can you think of what a plan of yours might be? (City transportation or public transit, school schedules, etc.)

Take a few minutes to get down these and others you might think of in the left column and adjacent to them in the right column, list some possible solutions to overcoming these challenges should they arise.

Spend a few minutes sharing the challenges and solutions they came up with and ask students to highlight or star the challenges they think they'd most likely face on election day.

Additional challenges may include: moving away from home to start a new job or attend college (to register to vote at new residence, request an absentee ballot or vote during early voting); illness or injury (request an absentee ballot); memory loss (vote during early voting); family obligations (work out a plan with family members so that all adults can cast their ballots); planned vacation (request an absentee ballot or vote during early voting).

Inspire2Vote Classroom Activity Cards

- [Your Vote Counts](#)
- [Your Right to Vote](#)
- [What I Own](#)
- [Finding Common Ground](#)
- [Plan to Vote](#)

Please note that information and FAQs in this document are not specific to Michigan. For more information on Michigan specific voting requirements, please see the [Michigan Elections 101](#) section.

Voter Information (Michigan Dept of State)

ATTENTION VOTERS

Michigan has Same-Day Voter Registration

You can now register to vote up to and even on Election Day

How do I register on Election Day?

If you're not registered and want to vote on Tuesday, Nov. 8, you must register in person at your city or township clerk's office by 8 p.m. After registering, you can vote an absentee voter ballot at the city or township clerk's office.

What to bring with you...

BRING PROOF OF RESIDENCY to your township or city clerk's office (digital copies are acceptable) such as:

• Michigan driver's license or state ID card	• Popcheck or government check
• Current utility bill	• Other government document
• Bank statement	• College or university records

Who can register to vote?

- You must be a Michigan resident (at the time you register) and a resident of your city or township for at least 30 days (when you vote)
- A United States citizen
- At least 18 years of age (when you vote)
- Not currently serving a sentence in jail or prison

For personalized voter info visit:
Michigan.gov/VOTE

Registering to Vote (Flyers and Handouts)

- [Michigan has Same-Day Voter Registration](#)
- [How to Register to Vote in Michigan](#)
- [Registering to Vote on Election Day](#)

Planning Materials & Resources (cont'd)

Voter Information (Michigan Dept of State)

Voting at the Polls
Do's and Don'ts

Do: Check your registration and find your polling place at [Michigan.gov/Vote](https://www.michigan.gov/vote). If your registration is not up to date, visit your clerk's office immediately with proof of residency.

Do: Bring photo identification with you. If you do not have photo ID, you will need to sign a statement before voting.

Do: Request use of the Voter Assist Terminal. If you have a disability or would prefer to use it.

Do: Maintain the secrecy of your ballot. Keep your ballot in its secrecy sleeve, except when voting, and then up until the time you feed it into the tabulator.

Don't: Speak to anyone who says they are a poll watcher or challenger. They are not allowed to speak to voters. Report violations to an election worker immediately.

Don't: Leave the polling place without voting. The law requires that anyone in line by 8 p.m. be allowed to vote.

Don't: Allow anyone else to cast your ballot for you. It's your ballot and you must place it into the tabulator.

Report any voter intimidation, harassment or coercion you witness.
Notify an election worker or contact the nonpartisan election protection hotline at 866-OUR-VOTE.

For personalized voter info visit:
[Michigan.gov/VOTE](https://www.michigan.gov/vote)

Voting at the Polls (Flyers and Handouts)

- [A Guide to Voter ID at the Polls](#)
- [Voting at the Polls Do's and Don'ts](#)
- [Voting in Person](#)

Voting Absentee
Do's and Don'ts

Do: Sign the back of the ballot return envelope. Your vote will not be counted without a signature that matches the one on file with your clerk.

Do: Hand-deliver your ballot to your city or township clerk's office or a ballot drop box in your voting jurisdiction. Do this as soon as possible (no later than 8 p.m. on Nov. 8). Find locations at [Michigan.gov/Vote](https://www.michigan.gov/vote).

Do: Track your ballot. Visit [Michigan.gov/Vote](https://www.michigan.gov/vote) to ensure it was accepted. If it wasn't, contact your clerk immediately.

Do: Know that all valid absentee ballots will be counted by bipartisan pairs of election workers.

Don't: Mail your ballot after October 24. To avoid postal delays, hand-deliver it to your clerk's office or ballot drop box. Mail your ballot only if absolutely necessary.

Don't: Ask anyone to deliver your ballot for you unless they are immediate family or a member of your household.

Early Absentee Voting
Vote early with an absentee ballot in person at your city or township clerk's office up until 4 p.m. the day before the election. Clerks begin counting absentee ballots on Election Day.

Report any voter intimidation, harassment or coercion you witness.
Notify an election worker or contact the nonpartisan election protection hotline at 866-OUR-VOTE.

For personalized voter info visit:
[Michigan.gov/VOTE](https://www.michigan.gov/vote)

Voting Absentee (Flyers and Handouts)

- [Voting Absentee Do's and Don'ts](#)
- [How to Vote Absentee](#)

Visit [Michigan.gov/VOTE](https://www.michigan.gov/vote)
Your source for personalized Michigan election information

- ✓ Register to vote
- ✓ Confirm voter registration status
- ✓ Apply for an absentee ballot
- ✓ Find your clerk
- ✓ View a sample ballot
- ✓ Track your absentee ballot
- ✓ Find a ballot drop box in your election jurisdiction
- ✓ Find your voting location

[Michigan.gov/VOTE](https://www.michigan.gov/vote)

Additional Voter Information

- [Visit Michigan.gov/Vote to view your voter info](#)
- [Election Misinformation](#)

For more flyers, handouts and graphics visit

[Michigan.gov/sos/resources/initiatives/voter-education](https://www.michigan.gov/sos/resources/initiatives/voter-education)

Planning Materials & Resources (cont'd)

Voter Education Videos (Michigan Department of State)

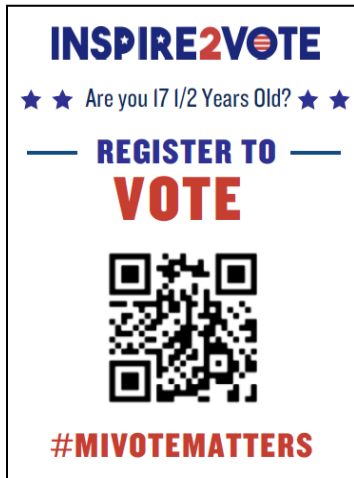


MI Department of State MI Vote Counts video series

- ★ [Voting at your polling place](#)
- ★ [Michigan Elections 101](#)
- ★ [How do we know Michigan Elections are secure?](#)
- ★ [Who's voting in Michigan?](#)
- ★ [How polling places work: Polling place security](#)
- ★ [What happens after polls close?](#)
- ★ [Absentee voting 101](#)
- ★ [Security of absentee voting](#)
- ★ [Counting absentee ballots: How counting boards work and why they matter](#)
- ★ [Accessible Elections: ADA and Language Access](#)

Planning Materials & Resources (cont'd)

Sample Registration Drive Flyers



[Register to Vote QR Code Flyer](#)

Inspire2Vote QR Code Flyer



[MI Voice MI Vote QR Code Flyer](#)

MI Voice, MI Vote, MI Power



[MI Generation QR Code Flyer](#)

MI generation has a voice

Planning Materials & Resources (cont'd)

Sample Flyers and Graphics (cont'd)



[Who's showing up QR Flyer](#)

QR code links to Inspire2Vote voter registration site.

Additional Resources

- [Check your voter registration status](#)

Are you already registered to vote? Michigan residents are now automatically registered to vote when receiving a Michigan Driver's License.

- [Apply to become a poll worker](#)

Michigan residents 16+ years of age can serve and get paid as a poll worker on election day! Visit [Democracy MVP Webpage](#) to learn more and sign-up

- [Vote411.org](#)

This non-partisan voter information website is a one-stop-shop for voters, including ballot measure information, data on candidates, and a first-time voter checklist.

- [My School Votes: Civics 101](#)

Brought to you by My School Votes (MSV), Civics 101 is a year-long training program in advocacy and organizing where high school students learn by doing. Student-leaders learn how to build campaigns to make sure their class has voter ID and voter registration and be prepared to tackle the issues that matter most to their school community.

Contact Information

For questions regarding the challenge, voter registration, voter education, or elections in Michigan, please contact Sarah Reinhardt, Director of Special Projects at the Michigan Department of State at ReinhardtS@Michigan.gov.

If you have questions about the challenge, Pledge to Vote Cards, or to request mailed materials, please contact Inspire2Vote Program Manager, Meg Karol at info@inspire2vote.org or call 781-738-6447.