

**STRATEGIC PLAN
for the Implementation of Executive Order 14019, Promoting Access to Voting**

FROM: [Agency]
[Lead point(s) of contact]
TO: Susan Rice, Assistant to the President for Domestic Policy

Due Date: September 23, 2021
Method of Submission: MAX, via link to be provided by OMB
Format: Microsoft Word document, 12 pt. Times New Roman font, normal margins
Release: This document is not intended for public release, and contains internal, deliberative, and pre-decisional information.

This is a template for the strategic plan outlining ways that your agency plans to promote voter registration and voter participation, as required by Executive Order 14019, Promoting Access to Voting.

We recognize that each agency may have varying levels of potential agency action available in each category of activity. This template should not imply an expectation that every agency will have a similar amount of engagement in each category.

Listing an action in this strategic plan does not commit your agency to implementing the action. Agency deliberations over which actions to take remain pending, and some actions may still be under development or may face both anticipated and unanticipated barriers that prevent final implementation. Each action listed, however, should reflect the input and support of senior management, policy, and legal leadership in your agency. Your strategic plan should include all actions your agency currently anticipates implementing, but implementation of the Order will be an ongoing and evolving process, and most agencies will pursue additional actions not listed in this plan.

I. Flagship action:

[This section of strategic plan should describe the potential agency action that you believe will be likely to have the greatest impact. You will be asked to explain this action in more detail below, following the specific prompts under each subsection. This section should offer a narrative description of the agency action with an explanation of why it is likely to have a significant impact.]

II. Providing information online:

[This section should describe anticipated agency actions, if applicable, to provide information in online media about how to register to vote, how to request a vote-by-mail ballot, how to cast a ballot in upcoming elections, or other information pertinent to voting or voter participation,

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including linking to vote.gov or state online registration systems. Please consider not only agency, component, and program websites, but also online forms or applications and social media, and please consider both opportunities to provide the information directly and to encourage others to provide the information.]

For each action, please also identify:

1. Component, bureau, or program office(s) to implement the action
2. Approximate timeline for implementation
 - a. This should identify when you anticipate the action will be fully implemented. If implementation is not anticipated to be complete by December 31, please identify not only when you anticipate the action will be fully implemented, but rough milestones you expect to reach after each 90 days.
3. Individual(s) charged with leading the implementation
4. Definition of success and appropriate metrics to identify successful implementation
5. Assessment of budgetary impact
6. Assessment of statutory and regulatory compliance (this is intended to confirm your agency has undertaken an initial assessment, not to serve as the agency's definitive legal opinion)
7. Languages in which you anticipate offering the information or assistance
8. Information on how the action will advance equity¹ for underserved or disadvantaged communities in the voting process
9. Significant barriers to implementation, if any

III. Providing information offline, in activities/services that directly engage the public:

[This section should describe anticipated agency actions, if applicable, to provide offline information about how to register to vote, how to request a vote-by-mail ballot, how to cast a ballot in upcoming elections, or other information pertinent to voting or voter participation. Please consider various ways to disseminate information most appropriate for the agency, including means at particular sites (e.g., signs, materials at points of access, conversations with members of the public at agency offices), and those that may be less site-dependent (e.g., forms, mail, brochures, conversations beyond agency offices). Please also consider opportunities to provide the information directly and to encourage others to provide the information.]

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3. Individual(s) charged with leading the implementation

¹ For purposes of this template, the term “equity” has the meaning given to it in Section 2(a) of the President’s Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, EO 13985.

4. Definition of success and appropriate metrics to identify successful implementation
5. Assessment of budgetary impact
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IV. Assisting the public with voter registration, mail ballots, or other aspects of voting:

[This section should describe anticipated agency actions, if applicable, to not only provide information about voting, but to actively assist members of the public in components of the voting process. This should include ways the agency might distribute voter registration or other election-related application forms in the course of providing other services, online or offline, or solicit and facilitate third parties distributing forms; please also consider ways in which the agency might offer assistance (or encourage others to offer assistance) in completing those forms, consistent with state law.]

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V. Preparing to be designated under the NVRA:

[This section should describe anticipated agency actions, if applicable, to identify agency components, bureaus, or programs that might be suited to accept designation as a voter registration agency under the National Voter Registration Act, as well as anticipated agency actions to prepare such components, bureaus, or programs to effectively take on that role. Designation includes 1) distributing, with every application or renewal for service or assistance (or associated change of

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address), either a voter registration form or collecting equivalent information on the agency's own form; 2) offering assistance to applicants in completing the voter registration form; and 3) accepting completed forms and transmitting them to state officials. Please consider both physical and digital forms and transmission, to the extent the agency keeps digital application records.]

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VI. Identity documents:

[This section should describe anticipated agency actions, if applicable, to ensure that identity documents issued by the agency to the public are able to be issued in a form that satisfies state voter identification laws. Those laws vary; some require a name and photo, and others further require a current address or expiration date. As a result, agencies that issue identity documents should assess the extent to which those documents as currently issued satisfy various state voter ID laws, and the extent to which they could be modified, consistent with agency mission and needs, to satisfy voter ID requirements in additional states.

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VII. Workforce:

[This section should describe anticipated agency actions, if applicable, to promote voter registration and voter participation among agency employees.]

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VIII. Other:

[This section should describe any other anticipated agency actions to promote voter registration and voter participation that do not fit within the categories above. This should include, but not be limited to, any other anticipated agency actions taken pursuant to any specific directive in the executive order.]

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