



103-6 Voter Registration

TANF Bulletin 71	<p>DATE: August 24, 2012</p> <p>TO: All ABD Medicaid Policy Manual Holders All Family Medicaid Policy Manual Holders All SNAP Policy Manual Holders All TANF Policy Manual Holders</p> <p>FROM: Nancy Clark, ABD Medicaid Policy Specialist Teri McDonald, Family-Related Medicaid Policy Specialist Tammy Poppe, SNAP Policy Specialist Stephanie Wilkins, TANF Policy Specialist</p> <p>SUBJECT: Bulletin MA 112 Bulletin FMA 69 SNAP Bulletin 89 TANF Bulletin 71</p> <p>ABD MA Manual: Place this bulletin at the beginning of MA 103-6 FMA Manual: Place this bulletin at the beginning of FMA 103-6 SNAP Manual: Place this bulletin at the beginning of SNAP 103-6 TANF Manual: Place this bulletin at the beginning of TANF 103-6</p> <p>=====</p> <p>SUBJECT: Procedures related to voter registration REFERENCE: National Voter’s Registration Act of 1993 (NVRA) 42 USC 1973gg, et seq., §13-2-221, MCA EFFECTIVE DATE: Upon receipt</p> <p>INTRODUCTION: The NVRA and §13 2-221, MCA, require DPHHS to offer voter registration assistance to individuals who apply for public assistance or seek recertification, redetermination, renewal or a change of address. These actions can be completed by an in-office interview, telephone, on-line contact, or mail.</p> <p>This bulletin supersedes:</p> <p>MA 103-6 effective May 1, 2000 FMA 103-6 effective February 1, 2000 SNAP 103-6 effective October 1, 2009 TANF 103-6 effective January 1, 2006</p> <hr/> <p>POLICY: GENERAL RULE-- The NVRA and § 13-2-221, MCA, require DPHHS to offer the following voter registration assistance to individuals who apply for, recertify or renew public assistance or who notify DPHHS of a change of address:</p> <ol style="list-style-type: none"> 1. The opportunity to register to vote to; 2. Assistance in completing a Montana voter registration application (MT-VRA); and
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	<p>3. Collecting complete MT-VRA's from clients.</p> <p>The law requires DPHHS to provide individuals who do not decline voter registration or assistance in completing forms:</p> <ol style="list-style-type: none"> 1. A MT-VRA; 2. Assistance in completing the MT-VRA; and 3. Collecting completed MT-VRA's from clients. <p>DPHHS is also required to:</p> <ol style="list-style-type: none"> 1. Provide specific notices to individuals regarding their NVRA rights; 2. Accept and submit to election administrator in the county in which the individual resides any completed MT-VRA; and, 3. Report information to the Montana Secretary of State regarding the actions DPHHS undertakes to fulfill its duties under the NVRA and § 13-2-221, MCA. <p>No DPHHS employee may:</p> <ol style="list-style-type: none"> 1. Seek to influence an applicant's political preference or decisions; 2. Display on State property any political preference or party allegiance; 3. Make any statement or take any action to discourage an applicant from registering to vote; 4. Make any statement or take any action that leaves an applicant with the impression that a decision to register or not register has any bearing on eligibility for, or receipt of, any program benefit; or, 5. Disclose the identity of any applicant for public assistance to the public or the voter registration agency.
Supersedes:	FAIM 103-6 (02/01/00)
References:	National Voter's Registration Act of 1993 (NVRA); P.L. 103-31, effective 1/1/95 MCA 13-2-221; ARM 37.78.102
Overview:	<u>GENERAL RULE</u> --Agency based registration is a requirement of the National Voter's Registration Act (NVRA) of 1993. Agencies mandated to implement voter registration reform include those that provide public assistance.
Policy: DECLINATION/ AGENCY RETENTION FORMS	In accordance with federal regulations, the Secretary of State's Office has developed an Agency Retention Form that will be attached to the voter registration card that is used in public agencies mandated to provide voter registration assistance. The Agency Retention Form includes the following:

	<ol style="list-style-type: none"> 1. A question regarding whether or not the individual would like to apply to register to vote; 2. A statement which indicates applying to register or declining to register to vote will not affect the amount of assistance provided by the agency; 3. Boxes for the applicant to check indicating whether or not they would like to register or decline to register, along with a statement indicating checking neither box will be considered a decision not to register to vote at this time; 4. A statement regarding the Department of Public Health and Human Services' (DPHHS) responsibility to assist in completion of the voter registration application form, if desired; and 5. A statement instructing the individual how to proceed if they believe someone has interfered with their right to register to vote, their right to privacy or their right to choose their political preference. <p>NOTE: Agency Retention Forms and Voter registration cards are available from the Secretary of State's Office at (406) 444-2034.</p>
Date Revised	January 1, 2006