



## SNAP 103-6 APPLICATION PROCESSING Voter Registration

**Supersedes:** SNAP 103-6 (10/01/2009)

**Reference:** National Voter's Registration Act of 1993 (NVRA) 42 USC 1973gg, et seq., §13-2-221, MCA

**Overview:**

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:

1. The opportunity to register to vote to;
2. Assistance in completing a Montana voter registration application (MT-VRA); and
3. Collecting complete MT-VRA's from clients.

The law requires DPHHS to provide individuals who do not decline voter registration or assistance in completing forms:

1. A MT-VRA;
2. Assistance in completing the MT-VRA; and
3. Collecting completed MT-VRA's from clients.

DPHHS is also required to:

1. Provide specific notes to individuals regarding their NVRA rights;
2. Accept and submit completed MT-VRA's to the election administrator in the individual's county of residence; 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.

No DPHHS employee may:

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 to 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, an program benefit; or,
5. Disclose the identity of any applicant for public assistance to the public or the voter registration agency.

**Effective Date:** June 1, 2016