Update 2013-17: Common Place
National Voter Registration Act (NVRA)

Background
The purpose of this Update is to remind staff of the National Voter’s Registration Act (NVRA) requiring counties to provide voter registration opportunities at all public assistance offices.

Policy
All applicants and continuing clients must be given a Voter Registration card (VRC) and a Voter Preference form (SCD 508), regardless of whether they indicate they want to register to vote or not, at the following times:

- Intake,
- Annual Redeterminations and Recertifications (RRR), and
- Reports of change of address.

Client Assistance
Eligibility Workers (EWs) are required to assist applicants and continuing clients with filling out the VRC. EW’s should advise each applicant and continuing client that assistance with filling out the VRC will be provided if they want it, but that the client has the right to complete the VRC without assistance.

[Refer to “Voter Registration Card Completion,” page 15-7]
Special Indicators

For tracking purposes, EWs are reminded to enter one of the Special Indicators listed below when an Intake/RRR is processed or when a change of address is reported:

<table>
<thead>
<tr>
<th>CalWIN Special Indicator</th>
<th>If the SCD 508 and the VRC were provided at...</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCD 508/VRC - Intake</td>
<td>An intake application</td>
</tr>
<tr>
<td>SCD 508/VRC - RRR</td>
<td>An RRR</td>
</tr>
<tr>
<td>SCD 508/VRC - Change of Address</td>
<td>After a reported change of address</td>
</tr>
</tbody>
</table>

The “SCD 508/VRC...” Special Indicator code should be entered with an Effective Begin Date corresponding to the date of the interview or date the address change is reported.

Implementation

The policy described in this Update is being provided to staff as a reminder and is already in effect.

Other Programs

The NVRA policy applies to all programs except Foster Care.

Clerical

Clerical staff must ensure that the Voter Registration Cards (VRCs) and Voter Preference form (SCD 508), are included in all intake and RRR packets.

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