

GEORGIA HIGH SCHOOL VOTER PROJECT

Setting Up a Drive



Be Heard. Be Counted. Be Registered.

ghsvp.org

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ABOUT THIS PACKET

Hello GHSVP Student Chapter Heads!

Welcome to the GHSVP team! Thank you for joining us in our journey to politically empower the Georgia youth through voter registration.

This packet includes detailed steps on how to set up a voter registration drive with GHSVP. We recommend that you treat this packet as a checklist throughout the planning process. Feel free to share this with the administrators/teachers involved in making this drive successful.

These steps provide an outline of what to expect, but the GHSVP team is here to help throughout the process. Please do not hesitate to reach out with any questions or concerns.

Contact Us:

georgiahighschoolvoterproject@gmail.com



OUR MISSION

“How do I register to vote?”

“Where is my polling location?”

“What does a voting ballot look like?”

For many high school students, these questions are unanswerable. At the Georgia High School Voter Project, we believe **voting** is one of the most fundamental processes to supporting democracy, and **high schoolers should be given adequate guidance to fulfill this fundamental civic duty.**

Our mission is to provide every eligible high schooler in Georgia the resources and opportunity they need to register to vote.



Signatures of all newly registered students at GHSVP voter drive for GSMST.



High school senior at GHSVP voter drive registering to vote.



For more information about GSHVP, please ask for our Administrative Packet!

STEPS OVERVIEW

5 Steps to Planning a GHSVP Drive:

- 1 **Approve Drive**
- 2 **Set Essential Logistics**
- 3 **Consider Extra Logistics**
- 4 **Share Advertisements**
- 5 **Prepare the Days Prior**



TIMELINE

Suggested Timeline:

GHSVP is encouraging all high schools to host a registration drive by **October 7, 2024**.

This is the registration deadline for the 2024 Presidential Election. As such, hosting a drive before October 7th ensures eligible high schoolers can vote in this upcoming election.

Below is GHSVP's suggested timeline to host a registration drive by October 7th:

Step		Suggested Deadline
		<i>*Best to complete all steps as soon as possible</i>
1	Approve Event	September 9-18, 2024
2	Set Essential Logistics	September 9-18, 2024
	Optimal Drive Dates	September 19-October 4
3	Consider Extra Logistics	1 Week Prior to Drive
4	Share Advertisements	5 Days Prior to Drive
5	Prepare the Days Prior	3 Days Prior to Drive



STEP 1

APPROVE DRIVE

Determine how you will get school approval

- 3 suggested options to obtain school approval (choose the option that works best for you and your school)
 - Contact your administration directly
 - Find a teacher to help you
 - Run the drive as an event through an existing club (E.g. Student Council, Model United Nations, etc.)
- Potential teachers to contact
 - Social Studies Department Teachers
 - Media Clerk
 - Humanities Club Sponsor (E.g. Student Council/Government)
 - Teacher you have a strong personal connection with (can connect you with administration)

Contact your administration/faculty

- Contact GHSVP for an email template to send to your administrator/teacher if seeking approval
 - Feel free to download & attach our [GSHVP Administrative Packet](#)
- If possible, set up an in-person meeting to provide more details:
 - Affirm that GHSVP voter registration is **100% nonpartisan**
 - Propose potential ways the drive will be set up (tailored to your school)
 - Propose potential **location** and **dates** for the drive

Obtain approval for a GHSVP Drive!



STEP 2

SET ESSENTIAL LOGISTICS

Confirm key logistic details

- Organize a schedule where as many students as possible (who are 17.5 years old) can register to vote. This will vary with each school. **Do not hesitate to contact GHSVP for advice on how to set this up! We can you figure out the best option for your organization/school.**
- Key details to solidify:
 - Location
 - Date/Time
 - Faculty Supervisor (club sponsor, media clerk, PTA volunteer, etc.)
 - Schedule by which Students Will Filter In/Out

Consider electronic vs paper registration

- GHSVP *highly* encourages the use of electronic registration. The process is efficient and sends the registration directly to the Secretary of State Department.
- Paper forms will require a colored copier and other extra elements. If you would like paper forms at your drive, please contact GSHVP.

Finalize physical set up of drive

Our Recommended Set Up:

- Set up laptops with voter registration website (students can fill out registration directly)
- Lay out QR Code flyers on table for students to use their own phones for registration **(these flyers are provided by GHSVP!)**



STEP 3

CONSIDER EXTRA LOGISTICS

☐ Volunteers (Optional)

If your club/organization has volunteers, they can help streamline the drive, walk students through the registration process, and/or hand out information flyers.

Rules for Assisting a GHSVP Drive:

- NO endorsement of any candidate or party (in speech, actions, or clothing)
- NO disparaging remarks about race, gender, or immigration status
- NO recording or photography of registrant's private information (or retaining the registrant's information in any manner other than recording registrant participation, gender, age, and grade level for statistical analysis)
- NO disclosure or publication of registrant's private information
- NO rendering of legal advice; if a registrant's immigration status or criminal history is uncertain, instruct the individual to verify with their parent(s) or guardian(s)

☐ Contact your County's Election Team (Optional)

Many counties offer extra resources for voter registration drives. GHSVP often connects our voter drives with the election offices of various counties. If you are interested in this, please let us know; we will help connect your school!



Gwinnett County Election Office outreach team at GHSVP drive!

STEP 3

CONSIDER EXTRA LOGISTICS

Make your Drive Interactive (Optional)

Optional ways to make your drive extra special! We welcome you to get students excited about civic engagement.

- **Giveaways:** Hand out a treat to every student who registers (cookies, candy, stickers, etc.)
- **GHSVP Banner:** GHSVP provides each school a custom paper banner for their drive. Set out sharpies to set out all newly register students sign the banner!
- **Photo Booth:** Set up an interactive photo booth! Create posters like “Just Registered to Vote.” Post photos on your organization’s social media and tag students.



GHSVP provides a custom banner for each school's voter registration drive.



STEP 4

SHARE ADVERTISEMENTS

Share Drive Date Flyer

Inform your seniors of the upcoming registration drive! GHSVP provides templates for your advertisements! We tailor flyers to your drive date and logistics.

Share flyers online, in the classroom, and anywhere else where eligible seniors will see it. **This is important to remind students to bring their State ID on the date of the drive!**

See below for an example flyer! Advertisements can also be tailored to Instagram, scrolling announcements, etc.

[SCHOOL] VOTER DRIVE

DATE HERE

OUR GOAL

Register **all eligible high school seniors** to vote in time for the Nov. 5th election!

WHAT TO EXPECT

Come to the **[location]** during **[insert]**! The **[organization]** will help with registration and give out election merch!

WHAT TO BRING

Bring your state-issued ID!
Drivers License, Permit, or Last 4 # of your SSN



STEP 5

PREPARE DAYS PRIOR

Confirm Physical Set Up of Drive & Materials

- Ensure laptops are available for registration purposes
- Print out Registration QR Codes (GHSVP provides)

Set Up Extra Logistics

- Print out Post-Registration Flyers - “Now you’re registered, what’s next?” (GHSVP provides)
- Set up GHSVP Banner
- Set up extra interactive elements from Step 3

Confirm Volunteer Roles

- Remind volunteers of rules for assisting a drive:
 - **NO endorsement of any candidate or party (in speech, actions, or clothing)**
 - NO disparaging remarks about race, gender, or immigration status
 - NO recording or photography of registrant’s private information (or retaining the registrant’s information in any manner other than recording registrant participation, gender, age, and grade level for statistical analysis)
 - NO disclosure or publication of registrant’s private information
 - NO rendering of legal advice; if a registrant’s immigration status or criminal history is uncertain, instruct the individual to verify with their parent(s) or guardian(s)
- Consider assigning someone take photos of your drive for your organization and GHSVP (GHSVP features drives on our website and social media with school permission)

THANK YOU!

Congratulations on setting up your GHSVP
Voter Registration Drive!

**Please do not hesitate to contact
georgiahighschoolvoterproject@gmail.com
for assistance and resources.**

We are grateful for your commitment to youth
civic engagement, and we are excited to host a
student voter registration drive at your school!



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Be Heard. Be Counted. Be Registered.

Our Goal

GHSVP is a **student-led, nonpartisan** organization that works to ensure all eligible **high school students** are **registered to vote**.

By focusing on students in Georgia, we aim to create a culture of democracy where students feel prepared to take part in one of the most fundamental areas of **political participation: voting**.

Our Work

GHSVP collaborates with Georgia high schools to host voter registration drives. We work with county **election boards**, school **administrators**, and **student leaders** to provide high school seniors with all the resources they need to participate in local, state, and national elections. We also connect interested students with opportunities to become poll workers and election officers.

GHSVP champions voter education, ensuring all newly-registered voters are aware of their polling location, have access to a sample ballot, and know ID requirements to cast their vote.



- **100+** voters registered per school in May 2024
- Slated to register over **20,000** students by the Nov. 2024 election



Student using a ballot simulator at a GHSVP voter drive. We aim to ensure students feel comfortable and prepared upon their first time going to the polls.



GHSVP has worked with the Gwinnett County Election Office to provide multi-language materials to students, increasing access to the ballot box.

Contact Us

GHSVP is looking to collaborate with schools across Georgia to host additional voter drives. We hope to work with political leaders and non-profits to promote youth involvement in democracy.

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georgiahighschoolvoterproject@gmail.com

