

VOTING FROM FACILITIES

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NURSING HOME, ASSISTED LIVING BALLOTS

- The terms mail ballot and absentee are interchangeable. It simply means the voter will not be going to the polls on election day.
- Ballots brought by bipartisan pairs or ballots mailed to voters in a facility are part of the mail ballot process in Rhode Island.
- Only registered voters that requested a ballot will receive one.
- Ballots are not generic; the ballot is voter specific and only intended for the voter that requested it.
- By law, anyone residing in a nursing home must have the ballot administered by a bipartisan pair.
- Family members may observe this process only with the verbal approval of the voter at the time the ballot is administered.
- Voters living in independent living or assisted living that do not need assistance or want the assistance of a person of their choice may have the ballot mailed to them.



WHO SHOULD BE VOTING?

- All residents in your facility should be offered the opportunity to participate in voting unless there is a known disqualification such lack of citizenship or a written court order stating the person lacks the capacity to vote.
- Voters that are in your facility for rehabilitation and are unable to get to the polls should be asked if they would like a ballot.
- Voters with intermittent dementia-If the voter requested a ballot but is upset, confused or just not interested in voting on the day the Supervisor arrive that will be noted on the oath envelope and witnessed by the Supervisors and you.
- **Things to Remember:**
 - Voters should be asked every time there is an election if he/she would like to vote regardless of whether is a local, state or federal election or a primary or general election.
 - You may not refuse a voter a ballot request if the voter is asking to vote.
 - Only a judge may deem a person incompetent to vote.
 - Voters that have requested a ballot and have since passed away or are in another facility or hospital will have the oath envelope noted a such by the Supervisors and you on voting day.



AGENCIES INVOLVED

- **Board of Canvassers**- Located within all 39 City/Town Halls.
- They are responsible for registrations, cancellations, voter record changes, mail ballot requests, candidate declarations and nomination papers. This is your 1st point of contact.
- **Secretary of State's election division**- Oversees the statewide Central Voter Registration system with information supplied by the local Board of Canvassers. Creates mail ballots after a request has been received, verified and processed by the Local Board of Canvassers.
- **Board of Elections**- Receives the requested ballots from the Secretary of State and hires bipartisan pairs to administer ballots to voters living in Nursing Homes, hospitals and Assisted living situations. This is required by law. Once voted these ballots are returned to the Board of Elections for tabulation.



INFORMATIONAL PACKET

- Informational packet was mailed to each facility. It is addressed to the Activities/Social Worker.
- If you don't have this, please check with the person that handles incoming mail in your facility.
- If you still can't find it, email me and I will send to you as an attachment.
- Jennifer.Regan@elections.ri.gov



INFORMATIONAL PACKET CONTINUED

- This packet includes a voter registration form (English and Spanish) a primary mail ballot application and a general election mail ballot application.
- Directions on how to fill out the application with addresses and phone numbers of all 39 Board of Canvassers is included.
- You may make as many copies as needed of these items.
- The packet also includes detailed instructions on how to assist voters in your facility with registration and mail ballot requests.
- Important dates are highlighted throughout the instructions in yellow.
- On the mail ballot application prefill box B with the name and address of the facility and then make copies. This will speed up the process!
- Please review the instructions and if you have any questions feel free to email me.



PROCESS IN A NUTSHELL

- Call the Board of Canvassers in the City/Town where your facility is located and ask to be mailed a list of voters registered from your facility address.
- These are the voters you should ask first if he/she wants a ballot. They have probably voted in the past.
- Any resident not listed is probably registered at another address. Check with the local Board of Canvassers. With the voter's approval you may update the registration to the facility address on a registration form. Make sure it is sent to the local board by the due date.
- If the voter wants to remain registered from the former address, that is fine but the application for a ballot will need to go to the Board of Canvassers in the town he/she are registered from.
- Registration forms and ballot requests may be mailed or delivered to the Board of Canvassers together, but registration date is earlier than the end date to request a ballot.



PRIMARY BALLOT REQUEST

- On the list you requested from the Board of Canvassers the voters party affiliation will be noted.
- D is for Democratic party; R is for Republican party and U is for unaffiliated.
- A democrat can only get a democratic ballot, a republican only a republican ballot and unaffiliated may chose either.
- If a voter wanted to receive another party ballot the voter would have needed to disaffiliate 30 prior to the election.
- Once an unaffiliated voter choses a ballot he/she becomes a member of that party and will remain in that party until he/she notifies the local Board of Canvassers of wanting to become unaffiliated again.

Nursing home Supervisors will have this paperwork with them but cannot offer it, by law it must be requested by the voter.

Mail Ballot Application - Statewide Primary
September 13, 2022

State of Rhode Island
RI Department of State

You will receive a mail ballot for the party you are registered with. If you are an unaffiliated voter, please select one party:
 Democrat Ballot Republican Ballot

Your optional email address or phone number allows elections officials to contact you if there is an issue with your mail ballot. Information in your voter record is public except month and day of birth.

To receive a mail ballot, you must complete and submit this application to your local board of canvassers by:
August 23, 2022 at 4:00 p.m.

For blind, visually impaired, or voters with disabilities, select this box to receive an accessible ballot.
Please provide an email address in Box A.

A Your information

Voter's Full Name _____
Home Address (where you are registered to vote) _____
City/Town _____ State _____ Zip Code _____
Date of Birth (mm/dd/yyyy) _____ Telephone Number _____
Email Address _____

B Address where your mail ballot is to be sent

Same as home address

Name of institution (if applicable) _____
Address _____
City/Town _____ State _____ Zip Code _____
Fax Number (applicable for service members and overseas citizens in Box C) _____

C Mail ballot categories (Choose one)

I certify that I am eligible for a mail ballot on the following basis:

1. I am incapacitated to such an extent that it would be an undue hardship to vote at the polls because of illness, mental or physical disability, blindness or a serious impairment of mobility. Send my mail ballot to the address listed above.

2. I am confined in a hospital, convalescent home, nursing home, rest home, or similar institution within the State of Rhode Island. I want my mail ballot brought to the facility listed above before Election Day by a bipartisan pair of election officials from the State Board of Elections.

3. I am employed, in service intimately connected with military operations, a spouse or dependent of such person, or I am a United States citizen who will be outside the United States. If there is no mailing address in Box B, my mail ballot will be mailed to my local board of canvassers. An email address to contact me is provided in Box A.

4. I choose to vote by mail. Send my mail ballot to the address listed above. If you want your mail ballot sent to your local board of canvassers, please indicate the address in Box B.

D Voter's oath and signature

• I declare that all of the information I have provided on this form is true and correct to the best of my knowledge.
• I am a qualified registered voter and the requester of this mail ballot.
• I further state that I am not a qualified voter of any other city/town or state and have not claimed and do not intend to claim the right to vote in any other city/town or state.
• If unable to sign name because of physical incapacity or otherwise, applicant shall make his/her/their mark "X".

Important Information:

- **Party Affiliation:** By signing and returning this application you will become affiliated with the party chosen above.
- **Invalid Signature:** Your mail ballot may be disqualified if you submit an electronic or stamped signature, or someone other than you signs this application.
- **Accessible Ballot:** Voters who need a Braille/Tactile or Large Print ballot must also submit a Braille/Tactile/Large Print Mail Ballot Application with this mail ballot application.
- Visit vote.ri.gov to view your voter record or track your mail ballot.
- A separate mail ballot application is required to receive a mail ballot for the General Election.

Voter, sign your full name below:
A Power of Attorney signature is not valid in Rhode Island.

X _____

For Official Use Only:



CATEGORIES TO CHECK

- **Category 1** is for voters living at home that are shut-ins. Ballots are mailed directly to the voter. This category does not apply to you.
- **Category 2**
 - These voters live in a nursing home and some, if not all may need help in reading, marking or sealing the ballot into the oath envelope. State law requires that a bipartisan pair of election officials assist this voter.
- **Category 4**
 - If you are assisting residents living in independent living or assisted living and the voter has an apartment number, receives mail at that address comes and goes as he/she pleases and does not need assistance with a ballot a check off category 4.
 - The ballot will be mailed directly to your resident. This voter can vote it independently or with the assistance of a person of his/her choosing. (spouse, child, friend etc.).
 - The voter can return it via mail (postage is paid) or via a drop box.



GENERAL ELECTION MAIL BALLOT APPLICATIONS

- It is identical to the primary application with the party box deleted.
- Final candidates from both parties are listed on one ballot so there is no need to designate a party.



EMERGENCY MAIL BALLOT APPLICATIONS

- 20 days prior to every election the Secretary of State posts an emergency mail ballot application on Vote.RI.gov
- This is to be used for voters that arrive at your facility after the regular mail ballot request period has ended.
- You will use this for that purpose only, do not use this for all your resident requests as this is not what it is intended for.
- Using this for all requests leaves us little time to schedule an appointment and assist your voters.



MAKE COPIES OF YOUR PAPERWORK

- Make copies of mail ballot requests so that after we have scheduled an appointment with you, you know which residents need to be in the building.
- You can use this list as a starting point for future elections.
- I suggest that you let the nurse or cna that works with the resident know of the day/time that voting will be occurring so that the resident is in the building and ready to vote!



GET YOUR PAPERWORK IN EARLY

- Registration deadline for the Primary is 8/14 and the mail ballot request deadline is 8/23.
- I would suggest that you complete and turn in all paperwork, if possible, by Friday **8/12**.
- For the November election the registration deadline is 10/9 and the mail ballot request is 10/18.
- I would suggest that you complete and turn in all paperwork, if possible, by Friday **10/7**.
- The sooner you turn in your paperwork, the sooner it's processed and the sooner the Board of Elections receives your requested ballots.
- Once we have them, you are contacted so that we can agree on a date to administer them.



BEST PRACTICES

- The most successful voting days are those planned.
- Plan on bringing your voters to the voting area in a timed manner (i.e., by floor or by wing with each voter given a 10-minute time slot.)
- Decorate the voting area with red, white and blue!
- Plan a special treat on that day, Cookies with red and white m&m's or cupcakes with red, white and blue sprinkles go over well with voters!
- Voters that are bed ridden will be administered a ballot last, don't forget to include them in the festivities.
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A WORD OF THANKS

- I am very aware of all that you do for your residents.
- I know that this can be a confusing process to add to your already heavy task loads.
- Thank you for all that you do for your residents especially those that are still interested and engaged in this very important democratic process.
- Your hard work is greatly appreciated.

