

**VOTER REGISTRATION DRIVE
Chairman's Planning Guide (CPG)**

Chapter Name: Central Carolina Jaycees	Chapter #: 0900	State Name: North Carolina	State #: 32
Project Name: Voter Registration Drive			
CPG Category: Community		Supervising Chapter Officer: Amber Dunigan	
Chairperson's Name: Kelly Quiñones Miller			
Address:			
City: Sanford	NC	27332	
Home Phone		Work Phone:	
Fax:		E-mail address:	

PROPER USE OF THE GUIDE: Good advanced planning and record keeping will assure success. Use this guide in planning and conducting the project by answering each of the following questions. The form should be used as a cover sheet to the Chairman's Planning Guide.

PLANNING

1. Primary Purpose. (What is the one reason to successfully run this project?)
2. Give a brief description of the proposed project and background information. Follow this with a listing of the specific and measurable goals to be accomplished by this project (Example: To involve 25 Jaycees.)
3. What are the specific manpower assignments? (Show names and duties.)
4. What specific materials, supplies and resources will be required?
5. Describe the potential problems and solutions to successfully complete this project.
6. Complete a proposed budget indicating all anticipated income and expense.
7. List the specific steps to bring this project to a successful completion showing planned dates for each step.

IMPLEMENTATION and EVALUATION

8. Record any revision of the original plan.
9. List solutions or recommendations for a future chairperson?
10. Give specific and measurable results for each goal established. Describe the impact of this project on the chapter, individual members, and the community.

*Upon completion of the project, complete the actual section of the financial statement.

Date approved by Board/by Chapter

Date Final Report Approved

Chairman's Planning Guide "Voter Registration Drive"

Planning

1. Primary Purpose

To conduct a voter registration drive in advance of the North Carolina primary elections that focuses on registering young voters.

2. Give a brief description of the proposed project and background information. Follow this with a listing of specific and measurable goals to be accomplished by this project.

The November 2008 general elections promise to be historic because either Hillary Clinton (the first female nominee) or Barack Obama (the first black male nominee) will run on the Democratic ticket for the position of President of the United States. Also, the Bush Administration has run its course and the Republican party must decide which potential nominees can compete against the Democratic party.

Politics and elections are a long-time interest for the Jaycees and this year the Central Carolina Jaycees are stepping up to plate to make sure everyone in our county has the opportunity and information they need to cast their ballots. We are also excited to be part of a historic primary season which will decide whether Clinton or Obama will be the nominee to make history.

We will spend two days on the Central Carolina Community College's main campus registering students and employees to vote. On April 2 and April 9 from 10:30 am to 12:30 pm, we will set up a table in the Student Center that offers information about the candidates running for local and state offices, as well as set up a booth where students can take an online quiz that helps them determine which presidential candidates best fit their values and platforms.

On April 9 from 9:30 to 10:15, we will speak to students at Central Carolina Community College's Jonesboro Center about the importance of voting. We will briefly explain why the November 2008 general election is so important and how the Center's students can take part in the election. We will set up a table with candidate information and registration forms.

At all locations, people can fill out their forms or take them to fill out later. At the end of each day, we will drop off completed forms at the local Board of Elections so that everyone will be registered in time for the primary elections on May 6.

This project is an outstanding example of government involvement programming that builds important relationships with local organizations and officials, as well as provides excellent public relations for the chapter.

This project relates to two goals in the 2008 Chapter Plan:

- Increase membership by 5 people for the year, and
- Increase community awareness of our chapter.

Project Goals

Goal 1: Raise awareness of the chapter through newspaper coverage

Goal 2: Involve 4 Jaycees

Goal 3: Register 50 new voters

Goal 4: Recruit 1 new member

3. What are the specific manpower assignments?

President

Hampton Rutledge

Duties

Ensure project goals are met
Encourage members to participate

Community VP

Amber Dunigan

Duties

Ensure project goals are met
Encourage members to participate

Project Chair

Kelly Quiñones Miller

Duties

Liaise with the College
Coordinate materials for the drive
Attend each day

Committee Members

Dana Kaufman
Matthew Kaufman
Amanda Wilson

Duties

Spend one day registering voters
Help undecided voters find more information

Non Jaycees

Mike Neal
Student Activities Dir./Athletic Dir.
Central Carolina Community College
(919) 718-7337
mneal@cccc.edu

Duties

Contact Person for Day 1
Provide tables, Internet hook up, marker board

David Oates
Director of Assessment & Special
Populations, Student Support Services
Central Carolina Community College
(919) 718-7273
doates@cccc.edu

Contact Person for Day 2
Provide tables, Internet hook up, marker board
Provide extra registration forms

Evangeline Smith
Basic Skills Coordinator
Jonesboro Center
Central Carolina Community College
(919) 776-7323
esmith@cccc.edu

Contact Person for Day 2
Provide podium for speech

Nancy Kimble
Lee County Board of Elections
(919) 776-0515
LEE.boe@ncmail.net

Provide candidate information
Provide registration forms
Provide one-stop voting information

4. What specific materials, supplies and resources will be required?

Supplies	Quantity	Cost	Date Needed	Responsible	Donate/ Purchase
Registration forms	50	\$0	4/2/08	Kelly	Donate

Candidate information	10	\$0	4/2/08	Kelly	Donate
Early voting information	10	\$0	4/2/08	Kelly	Donate
Long table	1	\$25	4/2/08	Mike Neal	Donate
Ethernet cord	1	\$20	4/2/08	Mike Neal	Donate
Pens	5	\$3	4/2/08	Kelly	Donate
Marker board	1	\$10	4/2/08	Mike Neal	Donate
Dry erase markers	3	\$5	4/2/08	Kelly	Donate

5. Describe potential problems and solution to successfully complete this project.

Problem 1: Lack of Jaycee member participation

Solution 1: Ask family members or friends to help

Solution 2: Check in with members the night before

Problem 2: Lack of student participation

Solution 1: Speak to passers by who are hesitant to stop

Solution 2: Move to a more high-traffic area

6. Complete a Proposed Budget indicating all anticipated income and expense.

PROPOSED INCOME	Estimated
Appropriation from Chapter:	\$0.00
Value of donated items (list):	
• Registration forms	\$0
• Candidate information	\$0
• Early voting information	\$0
• Long table	\$25
• Ethernet cord	\$20
• Pens	\$3
• Marker board	\$10
• Dry-erase markers	\$5
Total Income	\$63.00
PROPOSED EXPENSES	
Return of appropriation from Chapter:	\$0.00
Less the value of donated items	\$63.00
Total Expenses	\$63.00

7. List the specific steps to bring this project to a successful completion showing planned dates for each step.

<u>Date</u>	<u>Action</u>
03-15-08	Present CPG and form committee
03-16-08	Contact Mike Neal at Central Carolina Community College

03-25-08 Go to Board of Elections for all forms and information
04-02-08 Register voters at CCCC
04-09-08 Speak about voting and register voters at Jonesboro Center
04-09-08 Register voters at CCCC
04-12-08 Complete CPG

Day of the Event:

April 2 and April 9 at main campus:

10:25 am: Arrive at Central Carolina Community College and set up table

10:30 – 12 pm: Encourage passers by to register or ask questions

12 pm: Pack up materials and return College equipment to Mike

April 9 at Jonesboro Center:

9:15 am: Arrive at Jonesboro Center and check in with administration

9:30 am: Head to assembly room where students are gathered

9:35 am – 9:55 am: Speak to students about the importance of voting

9:55 am – 10 am: Field questions

10 am – 10:15 am: Allow students to register

10:15 am: Pack up materials and head over to main campus

IMPLEMENTATION and EVALUATION

8. Record any revision of the original plan.

We didn't have to revise the plan very much. The students at Central Carolina Community College's main campus and Jonesboro Center were very interested in discussing the elections, candidates and registration process.

A student vomited in the assembly room at Jonesboro Center so we did have to change rooms mid-discussion and pick up where we left off.

Also, we had set up a booth so that undecided voters could take online quizzes using a laptop, but no one was very interested in that option so we did not bring out the laptop after the first day.

9. List solutions or recommendations for a future chairperson?

A future chair may want to ask local candidates to stop by the registration area to stimulate students' interest in registering and to answer students' questions. It also would've helped to know more about how the College itself would be affected by certain items and issues that would be presented on the primary ballot, such as the sales tax increase.

Lastly, the next person to chair this project should have Jaycee materials, such as recruitment brochures, key chains and business cards to hand out to people who express an interest in the chapter. The future chair should be sure to take lots of pictures at the event!

10. Give specific and measurable results for each goal established. Describe the impact of this project on the chapter, individual members, and the community.

Goal 1: Raise awareness of the chapter through newspaper coverage

Result: We met 100 percent of this goal. Our voter-registration drive was covered in the *Sanford Herald* and in Central Carolina Community College’s student paper and on its website.

Goal 2: Involve at least 4 Jaycees

Result: We met 100 percent of our chapter-participation goal. One committee member attended both days and the other committee members each attended one day.

Goal 3: Register 50 new voters

Result: We met 100 percent of this goal. We asked the Lee County Board of Elections for 50 registration forms and used every one.

Goal 4: Recruit 1 new member

Result: We met 100 percent of this goal. Wesley Seawell has decided to join our chapter this year.

Project Impact:	
Chapter:	This project showed us that we can be a vital component of Lee County’s political community and has convinced us to do another drive for the general election in November. We also gained a potential new member while involving young people in the political process.
Individual:	Committee members were responsible for learning about the local candidates and their platforms, as well as the presidential candidates. Committee members were also forced to present themselves to strangers and advocate for governmental involvement.
Community:	The voter registration drive shined a spotlight on the Central Carolina Jaycees and left the community with a positive impression of our group. The college paper took pictures and submitted an article to <i>The Sanford Herald</i> , so hundreds of people in the community learned more about our chapter through this drive.

ACTUAL INCOME	Estimated
Appropriation from Chapter:	\$0.00
Value of donated items (list): <ul style="list-style-type: none"> • Registration forms • Candidate information • Early voting information • Long table • Ethernet cord • Pens • Marker board • Dry-erase markers 	\$63.00
Total Income	\$63.00
ACTUAL EXPENSES	
Return of appropriation from Chapter:	\$0.00
Less the value of donated items	\$63.00
Total Expenses	\$63.00