

FIELD REGISTRATION TOOLKIT

30TH APRIL 2024





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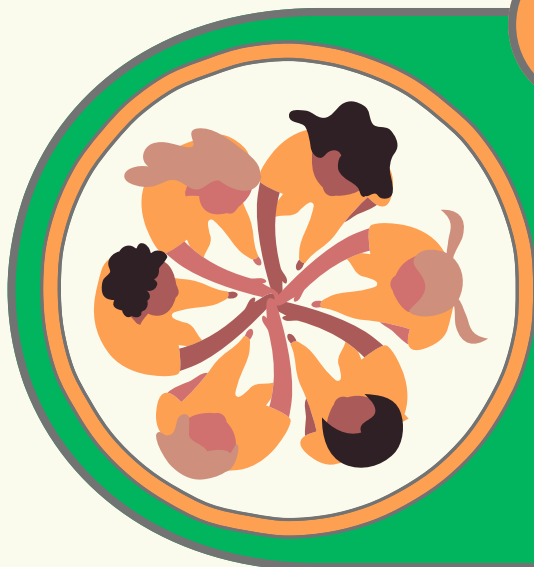
What is National Voter Registration Day?



We are delighted to welcome you onboard the National Voter Registration 2024 team! In this toolkit, you'll find important information you may need to navigate through this very important milestone in the Irish democratic process.

Unlike the United States, there isn't a specific "National Voter Registration Day" recognised in Ireland as of yet. However, with your help, we plan to change that! Voter registration and awareness campaigns are extremely important and a dedicated day to encourage citizens to register to vote and participate in elections can make all the difference.

National Voter Registration Day has been celebrated in the United States for over two decades and has garnered promising results. It is our ambition to emulate this initiative in Ireland starting this year on the 30th of April, 2024.



Minority Group Outreach



All Voices Need To Be Heard



Minority groups, such as migrants, refugees, disabled individuals, and the Traveller community, may face unique barriers to voter registration.

These barriers can include language barriers, lack of access to information, physical disabilities, discrimination, or systemic obstacles.

Outreach efforts can help identify and address these barriers to ensure that everyone has the opportunity to register and vote.

Minority group outreach concerning voting registration is important for several reasons:

Inclusivity: Outreach to minority groups promotes the principles of equality and inclusivity in a democratic society. It ensures that all members of society have an equal opportunity to participate in elections and have a say in the decisions that affect their lives.

Representation: Every citizen, regardless of their background or identity, deserves to have their voice heard in the democratic process. Minority groups often face barriers to participation in the political process, including voter registration.

Integration: Engaging minority communities in the electoral process can promote their integration into society. It helps people feel more connected to their community and empowers them to participate fully in civic life.

Diversity of Perspectives: A diverse electorate enriches the democratic process by bringing a variety of perspectives and experiences to the table. By engaging minority groups in voter registration efforts, the democratic process becomes more robust and reflective of the entire population.

Voter Registration 101



**HOT
TIP**



CHECK THE REGISTER!

You can register and update your details online at www.checktheregister.ie

The items needed to register online are your **PPSN**, **Date of Birth** and **Eircode**.

An email address will also be needed if you register online.

EIRCODE

If someone is unaware of their Eircode, they can check it online at Eircode.ie or by clicking this box!

Enter a full address in the search bar.

Click on the correct address.

Or click on the map.

FIRST TIME VOTER?

Choose Register to Vote for the First Time option in this case:

- ✓ Have your PPSN, Eircode and Email Address
- ✓ Are aged 18 or over and living in Ireland
- ✓ Are aged 16 or 17 and want to pre-register

DEADLINE FOR REGISTERING TO VOTE

Your application must be received by the local authority at least 15 days before an election or referendum.

For someone to vote, they must be registered.

When you help people register, you make democracy work!

Thus it is important to ensure each step of the registration process is executed with care.

LOCAL AUTHORITY

When registering online via the link shared above you will be asked to select your local authority from the dropdown menu.

This is the City or County Council where you live.

You can contact your local authority [here!](#)



You can also get registration forms from your local authorities.

CITIZENSHIP

A person's citizenship determines what elections they may vote in.

Irish Citizens – all elections and referenda

British Citizens – Dáil and local elections

British/EU Citizens – Dáil, European and local elections

Non-EU Citizens – Local elections only

PPSN

PPS numbers are printed on documents such as:

- Public Services Card
- Medical Card
- GP Visit Card

If you need to get a PPSN please click [here!](#)

ADDRESS

Ensure registration addresses are current.

Direct Provision residents must update their address on www.checktheregister.ie upon leaving/moving.

HOT TIP



What You Need for Voter Registration Day - 30th April 2024

Be Prepared!

Before the day, make sure to post on your social media that you're planning to host a voter registration day on the 30th of April.

You can share the official flyer and mention in the caption the time and location of the registration centre. Feel free to share the flyer on all your social media and don't forget to tag us!

01

Table and Chairs: Set up a designated area with tables and chairs where volunteers can sit and assist registrants with the registration process.

02

Laptops/Computers: Assure you have the devices necessary to register people to vote with convenient access to power outlets.

03

Volunteers: Have 2/3 volunteers who can assist in the registration process. Assure they are familiar with the registration process and this toolkit.

04

Internet Access: It is important to have access to a strong and reliable internet connection on registration day.

05

Printed Forms: Ensure an ample supply of printed voter registration forms are acquired from the local authority and are made available for those without a PPSN.

06

Registration Process: Along with the instructions above regarding the registration process, [here](#) is a video that further explains the process!

European Union Elections



Voting in EU elections is a civic responsibility for Irish residents, allowing them to have a direct impact on the decisions that affect their lives.

The **EPI form** is a document used in Ireland for voter registration for European Parliament (EP) elections. It allows eligible residents, including Irish citizens and citizens of other EU member states living in Ireland, to register to vote in EP elections.

Here's some key information about the EPI form:

- **Purpose:** The EPI form is specifically designed for voter registration for European Parliament elections. It allows eligible residents to register to vote and participate in the democratic process of electing Members of the European Parliament (MEPs) who represent Ireland in the European Parliament.
- **Eligibility:** To complete the EPI form, you must be eligible to vote in European Parliament elections in Ireland. This typically includes Irish citizens, citizens of other EU member states residing in Ireland, and certain non-EU citizens who meet specific residency requirements.
- **Registration Process:** The EPI form is available for download from the website of the Department of Housing, Local Government and Heritage or from local authorities in Ireland. Eligible residents fill out the form with their details, including name, address, date of birth, and citizenship information.
- **Submission:** Once completed, the EPI form must be submitted to the relevant local authority in Ireland. The deadline for submitting the form varies and is typically set before an upcoming European Parliament election. It's important to check the deadlines and requirements specified by the local authority.

Important Tips and Insights!



Encouraging voter registration is vital for promoting democratic engagement. Consider these key points for a successful voter registration drive:

- **Neutrality:** Avoid conflicts of interest by ensuring that local councillor candidates (independent or party candidates) do not directly register individuals on the day. This maintains political neutrality and transparency in the process.
- **Accessibility:** Ensure that the registration process is carried out in a convenient and accessible manner. We want to cater to a wide range of people and thus accessibility ensures that all individuals, regardless of their physical abilities or disabilities, have equal access to the voter registration process.
- **Engagement and Outreach:** Engage with the community before the 30th of April via canvassing, phone banking, social media campaigns, and community meetings. This will promote a greater turnout on registration day.