



Bi-Lingual Spanish Leader Outline

Helping people get ready to vote in California's November 2, 2010 Election

Thank you for your interest in helping people get more interested in voting. Use this outline for a 90-minute voting workshop – or adjust it to suit your needs and audience. Even though this leader guide is in English (assuming that the presenters are bi-lingual), all of the handouts and videos are available in Spanish (see www.easyvoterguide.org/espanol).

This workshop has been road tested with experienced voters, lapsed voters, new voters, new citizens and those who are not yet citizens. They each found something of value. You too may have people in the workshop starting from different places. For example:

- Someone who has never voted might register to vote.
- Someone who has voted only based on what other people told them to do might commit to study the issues with the *Guía fácil para el votante* to make their own decisions.
- Someone not eligible to vote could still encourage others to get informed and to vote.

You will see suggestions for how to adjust the amount of time you spend on each section based on your audience. We also welcome your feedback and questions at easyvoter@lwc.org.

Workshop Preparation

Every participant gets a folder with:

- Five handouts found at www.easyvoterguide.org/espanol: Agenda, Cartoon, ¿Quien te representa?, Mis opciones al votar, Palabras que te conviene conocer
- A voter registration form from the county or state (they are available in Spanish)
- A copy of both the front and back cover of the Sample Ballot from their county
- ***¡Votar es muy fácil!*** Color brochure (download at www.easyvoterguide.org/espanol).
- The Nov. 2, 2010 edition of *Guía fácil para el votante* (order free copies or download the guide at www.easyvoterguide.org/espanol).
- A pre-stamped blank postcard

Other supplies you'll need:

- Name tags; easel paper/markers (or white board)
- Large 4" square stickies for posting on the wall and bold markers (like Sharpies)
- Video DVD and player – or a computer and projector (and speakers)
- 12" long pipe cleaners (available at craft stores like Michael's or Joanne's)
- Refreshments

Workshop Presenter's Outline

This workshop has been designed to encourage a team of co-presenters, including those who may be just beginning their experience as facilitators. We recommend two or three presenters, at least one of whom is a member of the community attending the workshop.

One of the presenters should be comfortable with the content of the races and propositions on the ballot. One should also be comfortable scribing on a flip chart or white board. Overall instructions are in blue. **Suggestions for specific ways to say things are in black.** These suggestions are based on the pilot workshops. But feel free to phrase things in a way that is comfortable for you.

And, the most important thing is to keep inviting participation from the attendees. You are a facilitator, not just a presenter. Your job is to help people find their voice and learn what they want to know about voting. THANK YOU for doing this important work!

1 – Presentaciones – 10 minutes

2 – Por qué piensas que hay que votar/Por qué no hay que votar – 10 minutes

3 – Video #1: ¿Por qué votas? – 5 minutes

4 – Nuestras esperanzas para el futuro y cómo sucede el cambio – 20 minutes

a. What change do you want to see?

b. How change happens through the people we elect and the laws we vote on

5 – Preparándote para votar – 15 minutes

a. Voter registration form

b. Role play about where to vote

c. Questions and answers about voting process

6 – Que viene en la boleta para las elecciones del 2 de noviembre de 2010 – 15 min.

a. Defining partisan and nonpartisan

b. Overview of the *Easy Voter Guide*

c. Discussion of a proposition

7 – Video #2: ¿Estás listo para votar? – 5 minutes

8 – Compromisos y comentarios – 10 minutes

a. Revisit the Learning Objectives and “Why Not” comments

b. Complete the commitment postcards

c. Final circle

1 – Introductions and agenda – 10 minutes

- Welcome people. Say your name and your organization.
- Make sure everyone has a folder with the information you will be using.
- Explain the main points of the agenda (Handout #1) so they know what will happen during the workshop and how long it will last. Have them put their name and address on the stamped side of the blank post card.
- Let them know that if they still have questions after the workshop, they can use the web sites listed on the agenda. Also post and have them write down the phone number for their County Elections office at the bottom of their agenda. (You can explain that each county has an elections office that is responsible for running elections.)
- Opening question:

We expect that we have some people who have voted and some who have not voted yet. Let's have a show of hands – who here has voted and who hasn't.

Thank you. Let's go around the room. Please say your name and a few words about something you'd like to learn during this workshop.

What they want to learn is posted on an easel sheet that you will come back to later. Thank them for their input. This is also the point in the workshop where you and your co-presenters decide whether to spend more time on Section 5 (Getting Ready to Vote) if you have a lot of new voters – or spend more time on Section 6 (What's on the Nov. 2 Ballot) for more experienced voters.

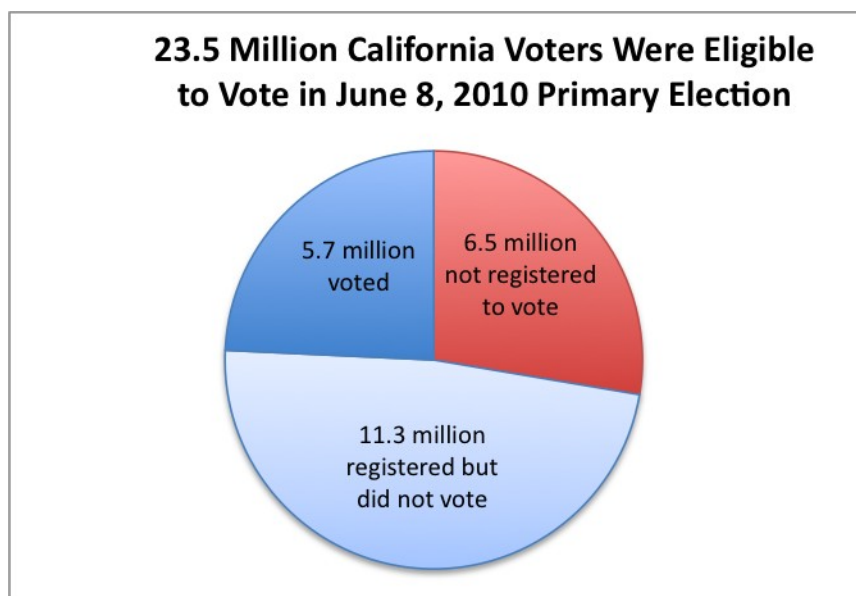
Our goal for this evening is to help you decide if you want to make your voice heard in the Nov, 2, 2010 election. The California Library and the League of Women Voters are co-sponsors of this workshop. We are all “nonpartisan.”

If you are working with an adult education audience, you can ask people to find the definition of “nonpartisan” on the “Words to Know” Handout #5 in their folder. Make sure everyone is comfortable with the concept that you are not there to persuade them to vote a certain way. You are there to help them get facts to help them make up their own minds.

2 – Why vote/why not vote – 10 minutes

- Anyone who is 18 and who is a U.S. citizen is eligible to register and vote. But many people don't choose to vote.

If you like, you can post a simplified version of this chart on the wall:



In California's last election in June, **only one out four** of the people who could have voted did. **Three out of four sat on the sidelines** and let other people make decisions for them. Why do you think that was?

- I'd like to hear your thoughts about:
 - o Why do some people choose to vote?
 - o And why do some people choose not to vote?

(Their answers are recorded on "T Chart" which you will come back to later.)

Ask people to look at the cartoon on Handout #2 in their folder about "Why Bother? -- one vote won't make a difference." You can translate it for them:

¿Por qué molestarse? Un voto no hace la diferencia.

3 – Video #1: ¿Por qué votas? – 5 minutes

You can let people know that the voting video features community volunteers and adult literacy students across the state.

4 – Our hopes for the future and how does change happen – 20 minutes



a. - **Voter registration form**

Refer people to the [¡Votar es muy fácil!](#) handout and ask them what the first step is. (Sign up to vote). Next, ask them to pull out the voter registration form that's in their folders. Let them know these key points and answers any questions:

- If you have registered before, you only need to register again if you have moved or want to change your name or your political party.
- You can choose a party, or you can mark the box that says you do not want to register with a political party.
- You can decide that you want to vote by mail by marking the box about that on the form
- Be sure to sign the form. It will not count if you do not and you will not be put on the list of voters in your county.

Invite people to stay after the workshop if they would like any help filling out the form. Remind them that the form must be postmarked 15 days before the election (this year that's October 18).

b. Role play about where to vote

- Present the role play (see script at the end of this outline) about whether to vote at home or at the polls.

- **c. Questions and answers about voting process**

- Show people a copy of the cover of the Sample Ballot that shows the form they can use to apply to vote by mail. It also shows how people can see the address of their polling place if they want to vote in person.
- Ask if there any questions about voting by mail or in person.
- OPTIONAL: you can invite a representative from your county elections office to bring and demonstrate your county's voting equipment – or you can show people a picture or on the computer about how it works.

6 – What are we voting on? – 15 minutes

- **a. Defining partisan and nonpartisan**

- If you have not already, ask the group to help you define partisan and nonpartisan and put the definitions up on the white board or easel. Ask people how they get information about candidates and about propositions.
-
- You can hold up examples of the nonpartisan sources that every registered voter gets in the mail: the Sample Ballot from their County Elections Office and the official 150+ page Voter Information Guide from the Secretary of Sates Office.

(Or, have people look at page 3 of the [¡Votar es muy fácil!](#) handout to see them.)

- **b. Overview of the *Guía fácil para el votante***
- Ask people to open up the 16-page the *Guía fácil para el votante* and explain that is a nonpartisan guide to statewide candidates and propositions (that was founded by adult learners!). Have people flip through the pages so they understand what's in each section:
 - Candidates: pages 3 through 8; point out the job descriptions
 - Propositions: pages 9 through 13 (note the parts for each one – e.g. what does it propose, how much money would it cost and arguments for and against)
 - IF the group seems ready for it, share with them the overview of the state budget on page 14
 - Information from the political parties: page 15

After you have gone over the *Guía fácil para el votante*, point out Handout # 4 (“My Voting Choices”) to remind people that they do not have to vote on everything on their ballot.

c. Discussion of a proposition

Invite attendees to have a brief discussion about one of the ballot measures (Prop 19 or Prop 21 are both good for this). Have different people read the sections about that Proposition in the *Guía fácil para el votante*: The way it is now, What it would do, Effect on state and local budgets, What People FOR say, What People AGAINST say. Then ask people for *their* ideas about what might be some of the things they like – and don't like -- about this proposed law.

After the brief discussion, be clear that you want people to come to their *own* point of view and that you hope they use the *Guía fácil para el votante* to make sure that they are starting with the facts. The *Guía fácil para el votante* is like a “menu” to the election. If you have time, show them the ballot look-up feature at the bottom of the home page at www.easyvoterguide.org.

7 – Video #2: ¿Estás listo para votar?

8 – Commitments and feedback - 10 minutes

a. Revisit Learning Objectives and “Why Not” comments

Go back to the list of what people wanted to learn from Section 1 and make sure all of it was covered. Then also go back to the list of “why not’s” from Section 2 and show that there are no longer any reasons left why not to vote.

b. Completing the commitment postcards

Ask people to think about a commitment they’d like to make based on what they have learned in the workshop. Have them write what they pledge to do on the blank side of their postcard. If they are unsure of what to write, you can share examples of commitments from other workshops:

- register to vote
- vote
- read the *Guía fácil para el votante*
- talk to friends about the issues
- help a new voter
- share the *Guía fácil para el votante* with friends and family, etc.

c. Final circle

Invite people one at a time to come forward, state their commitment and start creating a circle by linking pipe cleaners.

When the circle is complete, explain that by linking their commitments together, they really can be heard and make a difference!



Collect their post cards (and mail them back in about 1-2 weeks). Thank everyone for coming and invite people to stay if they want help with the registration form.

Role Play Script for Section #5: Getting ready to vote

(The two partners can add their own personality via “ad libs”)

“Hi _____.”

“Oh, hi _____.”

#1: “So, are you planning to vote in this election?”

#2: “You bet! I try to vote in every election.”

#1: “Me too, I love going to the polls!”

#2: “Not me. I love voting at my home. They mail my ballot right to me and I get to vote in my pajamas.”

#1: “Really? I’ve never done that. How do you get them to mail the ballot to you?”

#2: “It’s easy. When you register to vote, just check the “Permanent Vote by Mail” box on the form. Or fill out the application that comes on the Sample Ballot mailed to all voters. Instead of having to go to the polls, your ballot comes in the mail.

#1: “That sounds easy. But I love going out to my polling place on Election Day. I get to bring my kids, see my neighbors, and I get a sticker I’m proud to wear all day long.”

#2: “Yes, but if you vote at home you don’t worry about finding where to go or hurrying home from work to get to the polls in time.”

#1: “Oh, but finding where I go vote is easy. I just look on the back of the Sample Ballot that comes in the mail – it has the address of my polling place right there next to my name. Or I can just go online and punch in my zip code. And, did you know that your boss is required by law to give you time off to go vote?”

#2: “I’m so glad that’s the law – but in my case, I live so far from where I work, that it’s much more convenient for me to vote from home. I don’t need that extra stress. Plus I like to discuss things on the ballot with my family and friends.”

#1: “Well I like to discuss the issues too. Then I take my “cheat sheet” with my choices into the voting booth with me.” There are volunteers who can help you. You don’t have to feel rushed and they can give you another ballot if you make a mistake.

#2: “When you vote from home, you can take as long as you want.”

#1: “But what if you decide later that you want to go to the polls instead of voting at home?”

#2: “That’s fine too. Just bring your “vote by mail” ballot to your polling place and you can hand it in there on Election Day.”

#1: “I have to admit, voting from home sounds pretty easy. Maybe I’ll try it this election.”

#2: “And voting at the polls sounds fun too. It would be nice to see my neighbors and get a sticker. I might try it this election too.”



THANK YOU FOR CONDUCTING A VOTING WORKSHOP WITH THE EASY VOTER GUIDE!! For more information and nonpartisan voter education resources, visit:

- www.easyvoterguide.org/espanol (find the videos and all the handouts for this workshop, plus additional helpful links)
- www.easyvoter.org (the “parent” site for the Easy Voter Guide project)
- www.smartvoter.org (get your “personal ballot” and links to the local as well as statewide candidates and measures)