

ATTACHMENT 3a.
POSTAL LETTERS TO SEOs – QUANTITATIVE SURVEY

Notification Letter

December 13, 2012

Dear State Election Official:

The Federal Voting Assistance Program (FVAP), in coordination with the Defense Manpower Data Center (DMDC), has selected your state to participate in the *2012 Post-Election Quantitative Voting Survey*. The data derived from the post-election survey is used to produce a congressional report mandated by the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)* following each election. FVAP will also use this information to help evaluate its programs and work to improve the absentee voting process for Uniformed Service members, their families, and citizens overseas. This survey is not the same as the Election Day survey conducted by the United States Election Assistance Commission. Participation in this survey is voluntary; however, your input is greatly appreciated.

The Post Election surveys for State and Local Election Officials have been pulled apart into two forms: a qualitative form and a quantitative form. Since your State confirmed its willingness to assist us with our data collection efforts, the quantitative form and spreadsheet will be sent directly to you. If you require direct assistance from LEOs in completing the spreadsheet, we encourage you to distribute advance copies of the form to your LEOs in advance.

The survey booklets and spreadsheets will be available to download on January 2, 2013 from the website below. If you would like to update your mailing and/or e-mail address to receive notifications about the survey, you can do so now at the following website: **www.drmsurveys.com/PEVSurvey** Once at the website, you will be asked to enter your **Ticket Number**. Your number is: **XXXXXX**.

If you have any questions about how to update your contact information or have other technical questions, please contact the Survey Processing Center at 1-800-881-5307 or send an email to **Dodhra.mc-alex.DMDC.mbx.leo-survey@mail.mil** or you may send a fax to 1-763-268-3002. If you do not wish to participate or to receive additional reminders about this survey, you may remove yourself from our survey mailing list by replying to this message with the words, "Please remove me from this survey's mailing list" in the body of the message. Be sure to include your Ticket Number with all communications to the Survey Processing Center.

Thank you for your participation in this important effort.

Sincerely,

Pamela S. Mitchell
Acting Director

Reminder Letter 1

January 11, 2013

Dear State Election Official:

The Federal Voting Assistance Program (FVAP), in coordination with the Defense Manpower Data Center (DMDC), recently requested your state to participate in the *2012 Post-Election Quantitative Voting Survey*. Following each presidential election, the post-election survey is used to produce a congressional report mandated by the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*. The survey also helps FVAP evaluate its programs and work to improve the absentee voting process for Uniformed Service members and Merchant Marines, their family members, and citizens overseas. Survey participation is voluntary; however, your input is greatly appreciated.

The survey is now available to download online. To gain access to the survey booklet and spreadsheet, please go to the following website: <http://www.drctsurveys.com/PEVSurvey>. You will be asked to enter your **Ticket Number**. Your number is: **XXXXXX**.

You can view and print your survey booklet through Adobe Acrobat. The survey booklet contains instructions on how to complete the spreadsheet. Once you have collected the requested data, please input the data into the spreadsheet. Upload the spreadsheet to the same website once you have completed all the questions. You can also update your mailing and/or e-mail address to receive notifications about the survey.

It is not necessary to complete the survey in one sitting. You can start and stop as necessary. If you cannot access the website or have other technical questions, please contact our Survey Processing Center toll-free at 1-800-881-5307, e-mail Dodhra.mc-alex.DMDC.mbx.leo-survey@mail.mil, or send a fax to 1-763-268-3002. If you do not wish to participate or to receive additional reminders about this survey, you may remove yourself from our survey mailing list by replying to this message with the words, "Please remove me from this survey's mailing list" in the body of the message. Be sure to include your Ticket Number with all communications to the Survey Processing Center.

Thank you for your participation in this important effort.

Sincerely,

Pamela S. Mitchell
Acting Director

Reminder Letter 2

January 23, 2013

Dear State Election Official:

Recently, the Federal Voting Assistance Program (FVAP), in coordination with the Defense Manpower Data Center (DMDC), contacted you regarding the *2012 Post Election Quantitative Voting Survey*. If you have already uploaded your spreadsheet, thank you for taking the time to do so. Your participation is important and is needed to help FVAP programs and improve the absentee voting process for both Uniformed Service members and citizens overseas. Data collection is open until February 15, 2013. Survey participation is voluntary; however, your input is greatly appreciated.

If you have not completed the spreadsheet, please take the time to complete it today. To gain access to the questionnaire booklet and answer form, please go to the following website: <http://www.drctsurveys.com/PEVSurvey> You will be asked to enter your **Ticket Number**. Your number is: **XXXXXX**.

You can view and print your survey booklet through Adobe Acrobat. Once you have collected the requested data, please input the data into the spreadsheet. Upload the spreadsheet to the same website once you have completed all the questions. You can also update your mailing and/or e-mail address to receive notifications about the survey.

It is not necessary to complete the survey in one sitting. You can start and stop as necessary. If you cannot access the website or have other technical questions, please call our Survey Processing Center toll-free at 1-800-881-5307, e-mail **Dodhra.mc-alex.DMDC.mbx.leo-survey@mail.mil**, or send a fax to 1-763-268-3002. If you do not wish to participate or to receive additional reminders about this survey, you may remove yourself from our survey mailing list by replying to this message with the words, "Please remove me from this survey's mailing list" in the body of the message. Be sure to include your Ticket Number with all communications to the Survey Processing Center.

Thank you for your participation in this important effort.

Sincerely,

Pamela S. Mitchell
Acting Director