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County Clerk/Registrar of Voters (CC/ROV) Memorandum #19020

TO: All County Clerks/Registrars of Voters

FROM: /s/ Mike Somers
Voter's Choice Act Analyst

RE: Voter's Choice Act Starter Kit

The Secretary of State's Office is pleased to announce the release of the Voter's Choice Act (VCA) Starter Kit. This Starter Kit represents the extensive work that has been done around the state by county elections officials, the Secretary of State's Office, and many community stakeholders.

The contents of the Starter Kit are intended to be informative and provide helpful, detailed information related to the various elements involved in implementing the VCA. It is intended to be a living document and an accumulation of VCA related materials and knowledge. Though extensive, it still has room to grow. Therefore, please do not hesitate to send materials that you believe should be included or request for information to be added. Additionally, the document is intended to be printed and contains some "blank" pages, which are included to facilitate appropriate double-sided printing.

There are a handful of documents that are copies of digital tools such as the Election Administration Plan Hearing Date Calculator or the Election Administration Plan Development Template. The Secretary of State's Office will gladly send along electronic copies of those tools to counties that would like to use them. Finally, we give our thanks to the 2018 VCA counties for all their hard work and for providing access to many of the resources they developed.

The simplest way to obtain a copy of this Starter Kit will be online at the Voter's Choice Act website at <https://www.sos.ca.gov/elections/voters-choice-act/vca-toolkits/>. You may also request a printed copy or any of the digital tools by email. The VCA team looks forward to working with all of you and continuing to make voting easier and more accessible. Please feel free to contact me directly with any questions, to receive a printed copy, or any of the digital tools at (916) 695-1563 or via e-mail at msomers@sos.ca.gov. Thank you.