



NEIGHBORHOOD LEADER PROGRAM

NLP County Coordinator

The primary function of the Coordinator is to help the Neighborhood Leaders (NL) complete the task of meeting the Democratic voters on their assigned turf. Specifically, the coordinator will check if an NL is having difficulty getting their turf packet or if they have not reported results after the election. The goal is to get at least 80% volunteer NLs in the county to complete their canvass and report results.

The NL is sent an email with instructions to click on a link to the NLP Services site. At the site, the NL will log in with their name and the cycle password (there is only one password for every NL and this password is changed only for a new election cycle.) The login will familiarize the NL with the login process which is used later to record the results of their canvass. And, the display will provide a link for a printable copy of the list of voters which can be used for the canvass.

The instructions also include the contact information for the coordinator. The NL might either call or send an email if they have questions. Generally, it is uncommon for NLs to ask for help but occasionally, they will ask about getting slate cards.

Slate Cards

The process for getting slate cards to NLs is different for each county. Some direct NLs to a central place to pick up a bundle, some have meetings to pass out bundles, and others deliver them. Whatever the process, the coordinator should be aware of the process and expect calls for help.

And, for some election cycles, the NL will be given additional or alternate material to give to the voter. This material should be delivered in the same manner as the slate cards.

Notification email

If the NL fails to login within 7 days, the coordinator will get a notification email. This email indicates that the NL may have been having trouble getting started. Contacting the NL will reveal any problems that we can correct. Alternatively, the NL may have decided to opt out and should be removed from the list of active NLs. For any difficult problem, the backup support is Ron Morgan or Steve Packer.

Reporting Results

We encourage NLs to report results soon after a voter contact. The reporting should be completed after the election so we can assess the effectiveness of the program. Seven days before the ballots are mailed, a reminder email is automatically sent to each NL who has not yet reported results. This reminder encourages the NL to get the slate cards delivered before people start voting. Since the email is automatic, the coordinator might get questions from NLs.

Seven days after the election, a summary of NLs who have not reported results will be sent to the coordinator. Each of the non-reporting NLs should be contacted to see if they completed the canvass and need help in recording results. If the latter, arrange to get their walk sheets and notes so that someone else can do the data entry.