



Turf-cutting and canvassing best practices

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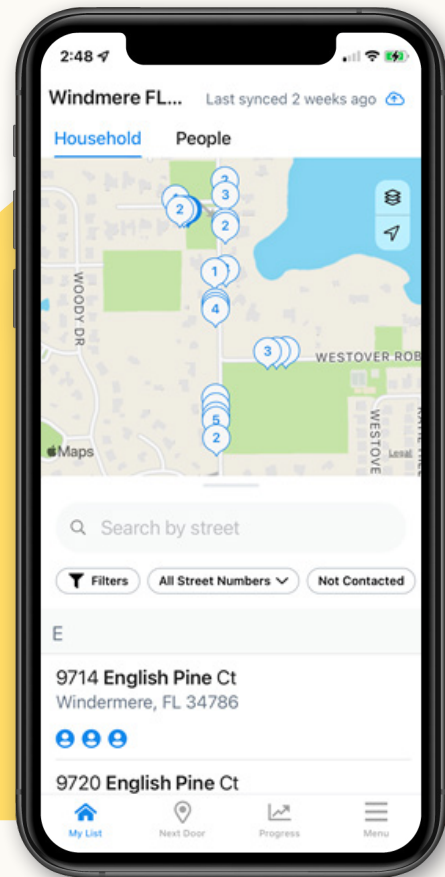
Why MiniVAN?

As the gold standard mobile canvassing application, MiniVAN continues to serve as one of the most impactful tools in the Democratic and progressive political technology space. We built MiniVAN to help campaigns run more efficient canvasses and to improve the experience for canvassers (we're pretty excited to help campaigns use less paper, too). And since 2020, over 90% of canvassing attempts in VAN have been logged through MiniVAN!

As you know, campaigns are always short on time, but MiniVAN helps your campaign run more efficient canvassing operations. In addition to saving you time and resources (you're welcome), MiniVAN will help you field a more agile and adaptable campaign. Canvassers can work through up to five scripts on the same canvass, allowing you to target your messaging door-by-door. You'll also be able to send canvassers additional turf while they're still on the doors.

If you invest in MiniVAN Manager, you'll be able to monitor your canvass in real time and keep your team on track. While manually cutting turf is still the best way to account for variable conditions, Distributed Contacts can automate turf cutting for you if time or resources are in short supply. Plus, instead of entering data at the end of the day, you simply commit your MiniVAN data to VAN (and soon, MiniVAN data will be automatically committed for you!)

MiniVAN also creates a better experience for canvassers. MiniVAN's map view helps canvassers confidently navigate unfamiliar turf.



The Find My Next Door feature shows all houses, ordered by distance. With the closest houses at the top of the list, canvassers can quickly orient themselves. In addition, the Optimized Routing add-on provides canvassers with the most efficient route, including turn-by-turn directions.

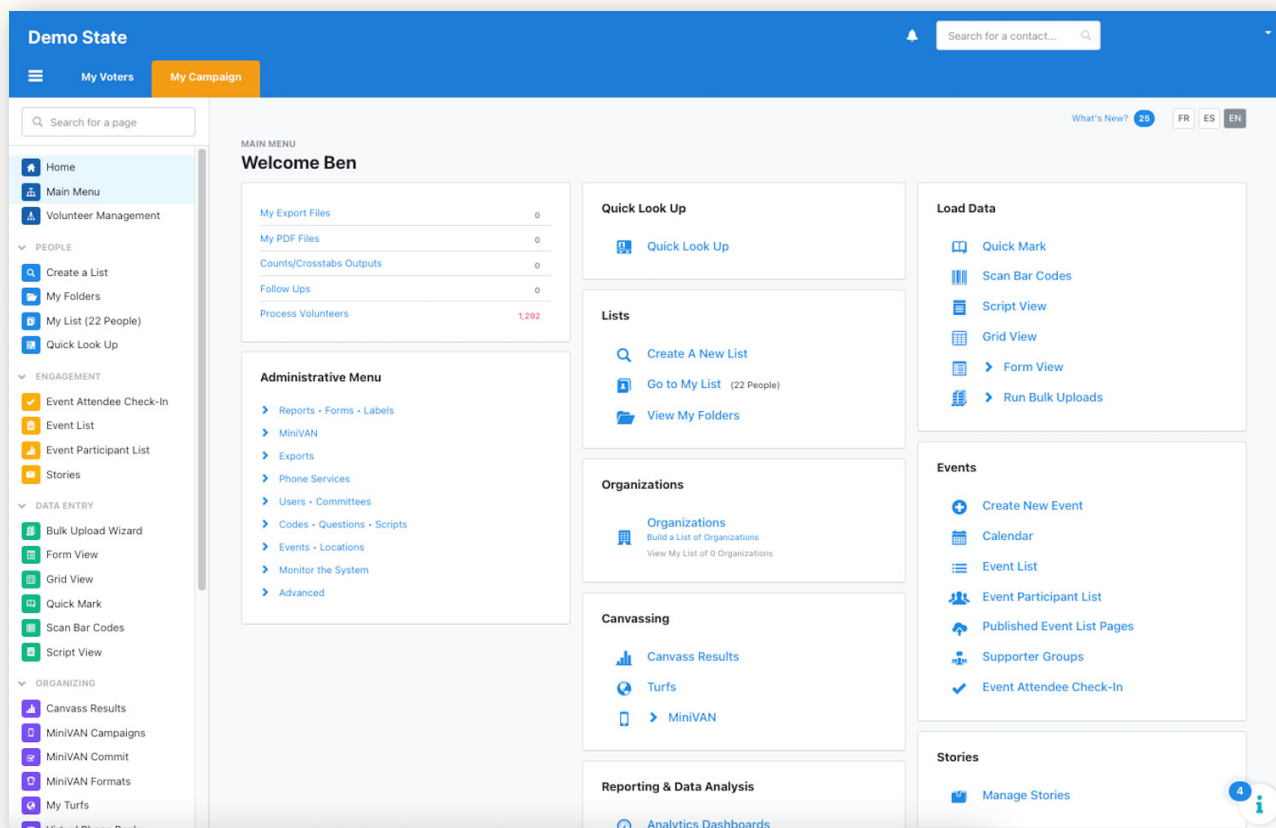
Replacing walk packets with smartphones or tablets means that canvassers no longer have to shuffle paper. You can even build responsive branched scripts that guide canvassers when they're at the door. The best part? Our core MiniVAN features are free to campaigns and causes that are already using our organizing tools. Whether you have ten volunteers or a hundred, they can download the app and start hitting the doors today.

Now that you understand many of the benefits associated with using MiniVAN for your field operations, let's talk about setting up your canvass for success in VAN.

Preparing for your canvass in VAN

You already know how to field a great canvass. MiniVAN is here to make it easier. Before you can start canvassing, you need to determine who you're talking to, what information you need to gather, what you're going to say to them, and where you're going to canvass. These are all decisions that you'll need to make as you create the elements in VAN that you need to have a successful canvass.

If you're completely new to VAN, check out the [VANual](#). This is the best resource to help you get started with VAN, VoteBuilder, or SmartVAN.



Refresher on creating a canvass

If you're just looking for a refresher to help you create your next canvass, you've come to the right place. Here we review:

- 1 Creating a list (choosing the voters you'll contact)
- 2 Creating survey questions (creating questions for your script)
- 3 Build a script
- 4 Cutting turf

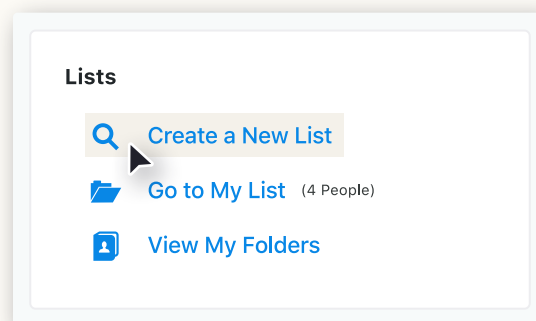
Each of these elements build upon one another to create your canvass. Now, let's jump into VAN and start with creating your list of targeted voters.

Creating a list

Creating a list of voters is the first step to running a canvass. From the Lists tab on the homepage, you can navigate to either creating a new list, returning to a previous list, or accessing a list that has been saved into a folder.

Select Create a New List

Create a New List is found on the menu of both *My Voters* and *My Campaigns*.



Select your desired search criteria

From the Create A New Search page, you can search based on a wide variety of data points, such as location (under the **Addresses** tab, you can select to search by state, city, zip code, address, etc.), **Home District** (County, State, or Congressional), demographic information, and profile characteristics such as having a listed phone number or email address.

When pulling lists for canvassing or phone banking, other important fields to keep in mind are **Home Districts** and **Targets**.

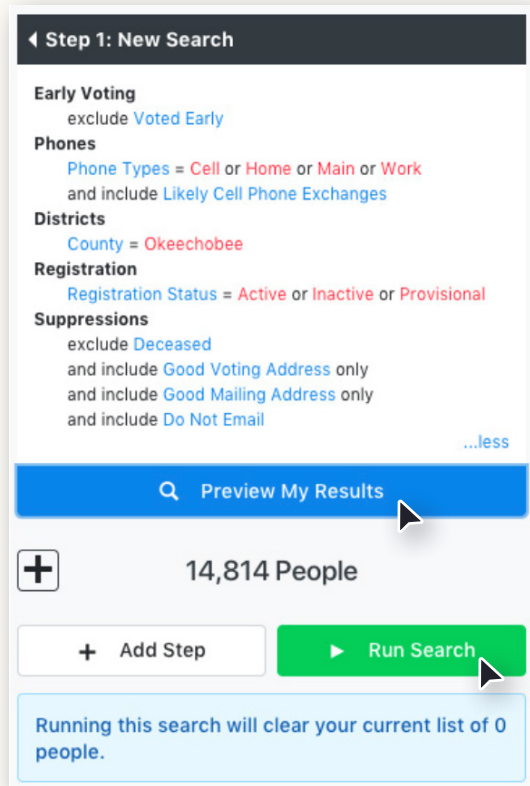
These tools allow organizers to pull (or exclude) voters from lists based on their previous contact history — selecting only voters who have answered “yes” to a Survey Question or excluding those who have already been called recently, for instance.

Selecting multiple search terms

Many fields on the *Create A List* page include the ability to select multiple options from the list. These fields can be identified because their names appear in blue text, rather than black (as seen above). To use this feature, rather than selecting the dropdown menu, click on the blue label to access the select options.

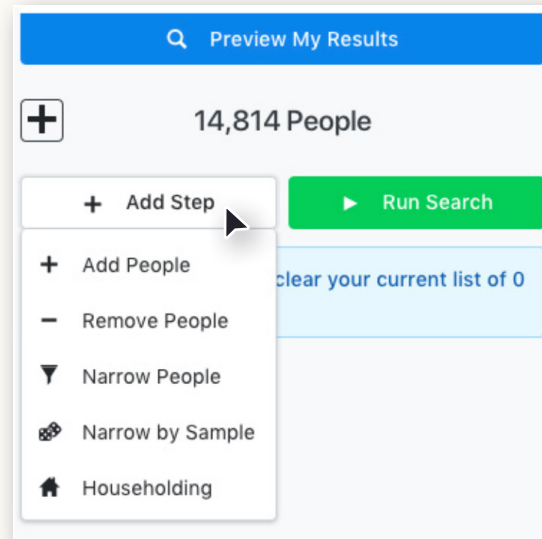
Track your list

As you choose qualities to search by, they will appear in the summary on the right-hand side of the screen, allowing you to track the qualities that you are adding to the list.



Preview your results and run the search

Clicking the **Preview My Results** button will show you a count of people on the list without fully running the search. The plus sign next to the number displayed expands the preview to show the number of phones, doors, and mailboxes present on the list as well. When you are satisfied with the list you have pulled, the green **Run Search** button will process the query and return your results.



Edit the search, if necessary

In addition to adjusting the search terms of the list, organizers can further edit the query by using the **Add Step** button. The **Add Step** button uses the previously pulled list as a starting point and performs new commands to add or remove voters from it based on a new set of criteria. Hovering your cursor over each option will reveal details on what actions will be performed by each command.

View the list

Once VAN has run the search, the *My List* page will display a summary of the list, a row of icons with various options for using the list, and a sample of the list to allow you to spot check the data.

Main Menu / My List

CONTACTS

My List

14,814
People

14,538
Home Phones

9,089
Doors

9,413
Mailboxes

Edit Search

Load List

Save List As

New Search

Print

Letters

Labels

Calls

Export

MiniVAN

Counts

Reports

Cut Turf

Split

Grid

Script

Form

Bulk Apply

Copy

SMS

Description

Last Name

First Name

Below is a sample because your list is too large to display.

Remember Filters

Refresh Results

Name	Address	City	Phone	Age	Work Phone
Achey, Thomas E	5283 NW 20th St	Okeechobee	(555) 740-4449	87	
Amos, Barbara H	420 NW 9th St Apt 13	Okeechobee	(214) 978-2583	40	
Beck, Wilma K	9100 State Road 78 W	Okeechobee	(555) 762-1185	69	
Boss, Robert H	14627 NW 34th Ter	Okeechobee	(555) 370-4175	82	
Brown, Carol A	3499 NW 1st St	Okeechobee	(555) 779-3663	56	
Carter, Alvin G	110 NW 366th Tri	Okeechobee	(555) 297-9408	67	
Clausen, Phyllis A	690 NE 78th Way	Okeechobee	(555) 311-9175	80	
Cordero, Warren E	470 SW 87th Ter	Okeechobee	(555) 292-2360	78	
Cornilsen, Noe S	3725 SW 21st St	Okeechobee	(555) 890-6057	49	
Crowley, Cali A	12913 SE 46th St	Okeechobee	(555) 433-7885	27	
Cudworth, Ronald G	2161 NW 38th Ave	Okeechobee	(555) 841-2113	67	

The icons at the top of the screen of the *My List* folder demonstrate the most common actions that organizers will use lists for Mailing (Letters, Labels), Phone Banking (Print, Calls), Canvassing (MiniVAN, Cut Turf, Map), Data Entry (Grid, Script, Form, Bulk Apply), and moving data to other sources (Export). Hovering your cursor over an icon will reveal more information about each action. To rearrange the icons, simply drag and drop them to move your most commonly used to the front.

A woman with red hair is looking down at a red smartphone in her hands. She is wearing a grey t-shirt. The background is a blurred outdoor scene with trees and a building. The image is framed by large, semi-circular graphic elements in blue and grey.

Saving + sharing lists

Saving lists

Select **Save List As** from the top-right corner of the *My List* page.

VAN allows the option to save a list either as a fixed set of people or as a dynamic search (the latter means your criteria is saved and can be updated as voter profile information changes).

The 'Save My List' dialog box is titled 'LIST' and 'Save My List'. It contains two radio button options: 'Saved List (Fixed set of people)' (selected) and 'Saved Search (Dynamic set of search criteria)'. Below these are two more radio button options: 'New List' (selected) and 'Replace an old List'. There is a 'Folder*' dropdown menu with a 'New Folder' button next to it. Below the folder selection is a 'Name*' text input field and a 'Description' text input field. A 'Save' button is located at the bottom right.

Create a folder to house the list

Lists can be saved into existing folders, or a new folder can be created from this screen. These folders can always be accessed from the Lists section of the Main Menu.

The 'Lists' section in the main menu shows three options: 'Create a New List' with a magnifying glass icon, 'Go to My List (4 People)' with a folder icon, and 'View My Folders' with a person icon. A mouse cursor is pointing at the 'View My Folders' option.

Sharing lists

VAN allows users to share lists with each other, so that, for instance, turfs created by one organizer can be viewed and printed by another. To adjust a list's sharing settings:

The 'Edit Folder Gabby's Demo Turfs' dialog box is titled 'FOLDERS' and 'Edit Folder Gabby's Demo Turfs'. It contains a 'Name*' text input field with 'Gabby's Demo Turfs' entered. Below this are two checkboxes: 'Allow other users to save into this folder' and 'Allow the API to save into this folder'. There is a 'Description' text input field. Below the description is the 'Created By' field showing 'Weiss, Gabrielle (1/17/18)'. There is a 'Status' section with 'Active' selected and 'Inactive' as an option. At the bottom right are 'Delete' and 'Save' buttons. Below this is a 'User Access' section. It has a 'Committee' dropdown menu showing 'Demo Committee'. There are two columns: 'Users with Access' (empty) and 'Users without Access' (containing a list of users: 1, NOU, ApiUser, SLDemo, auto, tester, autotest, tester, Hu, Yuan, hu, Yuan, Hu, Yuan, Ogin, Todd, Stephenson, Michelle, Test, Eric). There are 'Remove' and 'Add' buttons at the bottom of these columns.

View the folder

From the **Main Menu**, select **View My Folders** in the *Lists* section. Open the desired folder and click the **Edit Folder** button.

Add user access

From the *Edit Folder* page, access to the folder can be granted to or removed from other user accounts in the VAN. Simply select the user(s) who need access and add them to the appropriate column.

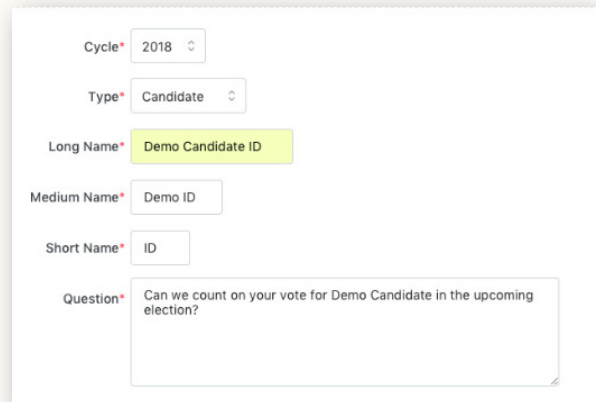
Survey Questions + Activist Codes

Survey Questions and Activist Codes are a critical part of voter contact, enabling organizers to store and utilize information collected about voters. Both can be found on the Administrative Menu panel of the Main Menu. The process for creating both Survey Questions and Activist Codes is very similar so this guide will focus on creating Survey Questions since they are slightly more complicated.

Select **Survey Questions** or **Activist Codes** from the **Codes-Questions-Scripts** dropdown.

From this screen, you can view and edit existing Survey Questions and Activist Codes.

Select **Create New Survey Question** or **Create New Activist Code** from the top-right corner of the screen.



The screenshot shows a form for creating a new Survey Question. The form includes the following fields:

- Cycle***: A dropdown menu with "2018" selected.
- Type***: A dropdown menu with "Candidate" selected.
- Long Name***: A text input field containing "Demo Candidate ID".
- Medium Name***: A text input field containing "Demo ID".
- Short Name***: A text input field containing "ID".
- Question***: A text area containing the question "Can we count on your vote for Demo Candidate in the upcoming election?".

Enter question/code text and name details

Once you have filled in the text and details, click the “save” button. For Activist Codes, this is all you need to do.

For Survey Questions: enter responses

You can enter as many responses to a Survey Question as you need — from a simple yes or no, to a 1–5 Candidate ID scale.

Creating Scripts

Once you have created Survey Questions and Activist Codes, put them into a script and you’ll be ready to start contacting voters for your campaign. Building a script is an easy process of assembling various elements. Click on **Scripts** in the Administrative Menu, enter a name and description of the script, and click next.

Script Types

Before you begin assembling your script, you’ll need to decide if you want to use a linear or branched script. Linear scripts usually meet the needs of most campaigns. Branched scripts account for conditional responses, but they are reserved only for Open Virtual Phone Banks (OpenVPB) and MiniVAN to provide volunteers with different script paths to address different scenarios.

For instance, if you wanted to offer a different script path for voters who may be voting for your candidate compared to someone who is undecided, a branched script could be beneficial in that situation. You may ask a supporter to volunteer for the campaign or if they would be willing to put a sign in their yard to show their support. You may ask someone who is undecided on supporting your candidate what issues are important to them and try to encourage volunteers to engage with them over where the candidate stands on those issues. These scripts are slightly more difficult to build, but they can be helpful for guiding conversation, especially for new volunteers.

Type text elements

On the Add Script Element panel, type your desired script introduction into the Text field. When satisfied, click Add, and a preview of that text will populate in the Script Preview Panel.

Insert dynamic script elements

To insert a Survey Question, Activist Code, or Event invitation into a script, select them from the drop-down menus, and click Add. The element will populate in the script preview.

Edit if necessary

Script elements can be edited or deleted from the preview panel using the buttons on the right and rearranged by clicking and dragging the icons on the left.

If you are using a linear script, you can simply move the elements to where they make the most sense.

If you are using a branched script, another icon will appear to the right of the elements in your script. These icons have drop-down menus next to them that indicate what script element will be shown after taking action. For instance, if someone answered “yes” to your support question, you would branch to another question about volunteering for the campaign or hosting a yard sign. If someone answered “no,” you could branch them to a question asking about what issues are important to them. Make sure to test this type of script out before distributing to volunteers to ensure the branching works how you want it to!

The screenshot displays the 'Branched Script Preview' interface. It shows a list of script elements, each with a number, a type, and a description. Elements 1 and 2 are text-based. Element 3 is a survey question with multiple choice options. Element 4 is an activist code with a yes/no response. Element 5 is another text question, and element 6 is a final thank-you text. Each element has a 'Delete' and 'Edit' button. Between elements, there are branching icons (a person icon and a dropdown arrow) that allow for navigating between different parts of the script based on user input. For example, after element 3, there are dropdowns for '1-Strong Support', '2-Lean Support', '3-Uncecided', '4-Lean Other', '5-Strong Other', and 'No Response', each leading to a different subsequent element or the end of the script.

Choose canvass results options

Before saving, make sure to review the Canvass Result options on the right-hand side of the screen. The default settings for phone results and walk results will already be selected, but selections can be added and removed as necessary.

Choosing how to cut turf

There are three ways to cut turf in VAN: manually, automatically, or through Distributed Contacts. Each method has its strengths and weaknesses — this table outlines the differences and best scenarios for each option so you can make the best decision for your campaign or cause.



Strengths

Manual cutting	Auto-cutting	Distributed Contacts
• Serves as the gold standard of turf-cutting • Allows for precise cuts to account for variable conditions (natural barriers, major roads, etc.) • Permits cutting different door numbers in each turf • Creates unique list numbers per turf • Makes it easy to cut isolated households in turfs (i.e., one or two households that are geographically far away from others) • Allows you to check turfs in and out based on list number • Lets volunteers know where they're going in advance and select their turf • Supports team canvassing • Offers ability to track progress through turfs	• Can cut turfs automatically based on the number of turfs or addresses per turf you want • Creates unique list numbers per turf • Allows you to check turfs in and out based on list number • Lets volunteers know where they're going in advance and select their turf • Supports team canvassing • Offers ability to track progress through turfs	• Saves time because manual cutting isn't required • Uses one list number only • Cuts turf with doors closest to canvassers (within a preset radius) • Makes it easy for autonomous volunteers or people who cannot attend a launch to canvass independently

Weaknesses

Manual cutting	Auto-cutting	Distributed Contacts
• Requires the most time • Requires turf cutting training for staff and volunteers	• Often requires staff and volunteers to shift boundaries to account for major roads, geographic barriers, etc. • Can include households that are faraway in otherwise dense turfs	• Volunteers do not know the location of the turf before downloading the list • Requires staff to ensure there are enough doors for canvassers in the saved search • Staff cannot see where remaining doors are • Does not support team canvassing

We usually recommend that most campaigns and causes manually cut turf if time and resources allow. As we illustrate in the table, manual cutting provides numerous benefits that are only partially outweighed by the time it takes to cut the turfs. Organizers know their turf best, and manual turf cutting allows them to best manage their turf and volunteers. However, many organizers have found creative ways to use Distributed Contracts in their program — it is a powerful and versatile tool for getting people on the doors quickly.

Pro-Tip | when to use Distributed Contacts

If time and resources are in short supply, you may want to use Distributed Contacts to get volunteers speaking to targeted voters within your saved search parameters without getting held up cutting turf. It's also helpful to use when you have an independent group of volunteers or a group that cannot make it to a centralized location.



Turf-cutting best practices

Whether you're cutting turf in rural areas, suburban neighborhoods, or urban communities, there are a few best practices you should follow when cutting turf for your volunteers. Following these tips will help you ensure a safe, efficient, and effective canvass.

1 Avoid major road crossings when possible.

While road crossings are sometimes unavoidable, do your best to prevent them for your volunteers' safety. Neighborhood roads are usually easy and safe to cross while canvassing. Major roadways and highways are not, so they should be avoided as much as possible.

2 Look out for natural barriers (waterways, fields, mountains, etc.).

Sometimes, natural barriers will not allow your volunteers to access a certain part of their turf. Try to scope out the area ahead of time using the satellite view in the turf cutter to make sure your volunteers will be able to navigate their turf easily (without having to cross rivers or climb mountains).

3 Keep your doors as close as possible.

Canvassers shouldn't have to walk more than a block or so between doors. If your turfs are too sparsely populated or spread out, it may be best to consider driving between doors.

4 Cut enough doors for your volunteers.

How many doors should be in a turf packet can vary depending on your script, volunteers, turf density, and many other factors — however a rough guide is 30-50 doors per packet. You want to make sure your volunteers finish their packets, feel like their time is well spent, and have a good time on the doors. If you're canvassing in pairs, you can either give pairs two turfs or cut larger turfs of 60 to 80 doors as they will move through the doors faster than a single canvasser. As you get to learn your turfs and canvassers' preferences, you can better customize your turf-cutting in the future.

Now that you've decided how to cut turf and you know some of the best practices, let's dive into VAN and start cutting turf! (But if you're using Distributed Contacts Campaigns, skip to the next section!)



Cutting turf in VAN

While we get into more details about preparing for your canvass in this section, you'll want to know how many volunteers you have and how many turfs you need for each launch **before** you start cutting turf in VAN. Knowing those numbers will make it easier for you to cut the number of turfs you need for your volunteers to use their time effectively for your campaign or cause.

From the **My List** page, select **Cut Turf**.

A map will populate, with black dots representing each voter record on your list.

Note: Turf Cutter has a limit of 5,000 doors or 10,000 people.



Click the screen to drop pins

To begin cutting the turf, click on the screen to drop a pin where you want to begin a turf. Click on the screen again to drop the second pin, creating a turf boundary between the two points, and continue dropping pins until you are happy with the turf size. As shown on the yellow turf below, doors that are included in a turf will be highlighted, and the Selected section of the Legend shows a count of the doors that will update as you select.

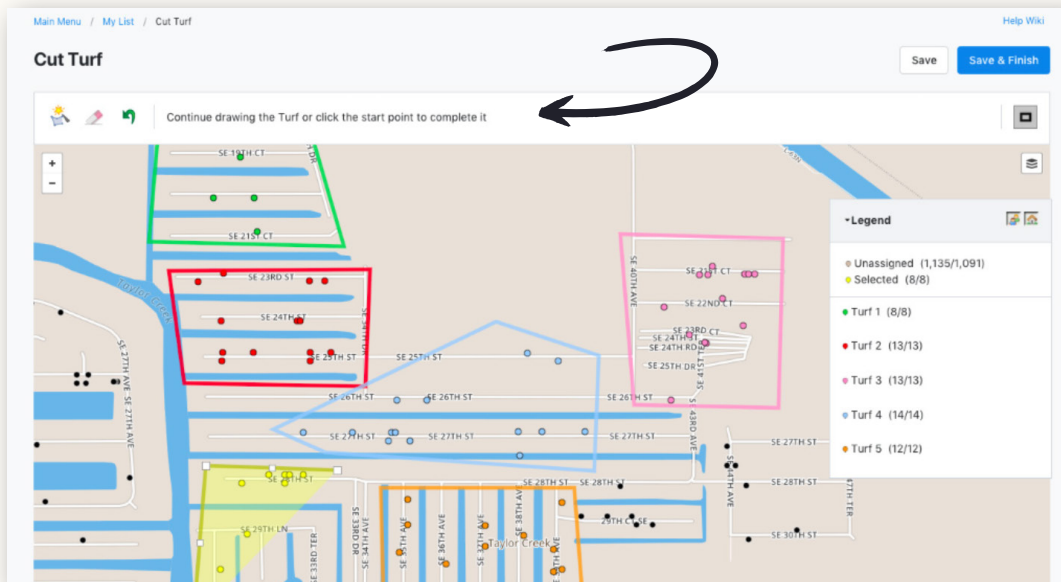
Cut additional turfs

To close the turf, simply click on the first pin again. Your turf will be displayed on the color-coded legend and can be edited at any time by clicking on it and dragging the pins. Repeat the process for as many turfs as you need.



Erase or undo as necessary

The icons at the top of the screen are options to automatically cut turf, based on preference such as door count, undo last action, or erase all turfs.



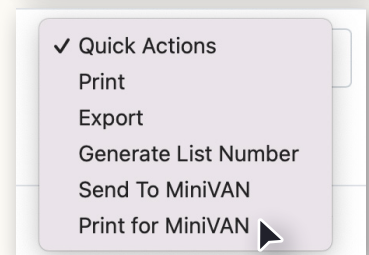
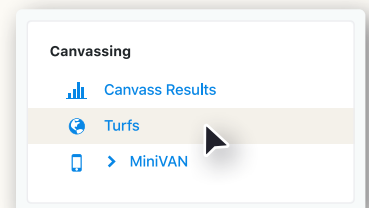
Save the turf

When satisfied with the turfs, hit Save and Finish. You will be prompted to select a destination folder or create a new folder to house the turf.

Print the turf

Saved turf can be accessed by selecting the **Turfs** option in the Canvassing section of the Main Menu.

From the Turfs screen, select the desired turf or turfs (organizers can select multiple regions to print at once) and choose what option you want to use from the Quick Actions dropdown menu. We recommend **Print for MiniVAN** which creates a file with a map of your turfs, a cover sheet, and a sign-out sheet which is all you need for your canvasses to get your canvassers started on MiniVAN. This menu also houses options to print, send to MiniVAN, or generate list numbers.



Choose print settings

Once you have chosen settings and hit Print, you can access the PDF files through the Message Center on the Main Menu. Simply download the file and print it from your computer.

Main Menu / My Turfs / Print Turf Packets

DATA ENTRY

Print 3 Turf Packets

Map Region 1 of 1 (Demo Turfs)

Report Format*

Canvass Walk Lists

Preview

Script

2016 Demo ID Script - not branched

Contacted How*

Walk

Title

Demo Turfs Turf 01

MiniVAN Campaign

Clear Sort Order

Sort Order1

Precinct

Asc

Desc

Show Group Header

Page Breaks

Sort Order2

Street Name

Asc

Desc

Show Group Header

Page Breaks

Sort Order3

Street Number

Asc

Desc

Show Group Header

Page Breaks

Download and print PDF

The print settings screen will prompt organizers to select the script that will be used for the canvass, choose the order that records will be displayed, and other settings for printing the map and list.

PDF Printing Instructions

Download Selected Files

☐	Title	Type	Created	Created By	File Size	Download Link	Delete
☐	Demo Turfs	Map Region	2/5/18 11:14 AM	Weiss, Gabrielle	292 KB	Download File	Delete

1 PDF Print Job - 1 Page



Refreshing Turfs: when, why, and how

Refreshing your turf makes sure your canvassers have the most up-to-date lists and information while on the doors. Refreshing your turfs re-runs the underlying saved search that powers your turf packet — removing voters who no longer meet the search criteria (such as people who have already voted) and adding in new people who do (such as newly identified supporters). Refreshing your turf does not mean re-cutting your turf — the turf shapes in your map region are retained.

With the rise in early voting and voting by mail, it's crucial to be able to remove people as you receive up-to-date early voting information. By refreshing your turfs, you can focus your efforts on voters who haven't returned their ballots or voted early and provide your canvassers with new lists with the most updated information you have.

When should you refresh turf?

Turfs should be refreshed:



- After packets have been knocked.
- If you're revisiting an area again.
- When taking a second pass through the same lists.
- If there is an early voting data upload.
- If you have a big universe change.
- On the Monday of GOTV weekend.

How to refresh turf

Refreshing turf is easy — let's dive into the two ways you can refresh your turfs in **Turfs** and **Folders**.

From **My Turfs**, select the Map Region that needs to be refreshed. Then, navigate to the right side of the screen and click the down arrow to reveal a drop-down menu. Click **Refresh Map Region**. The underlying Saved Search will run and make adjustments to your turfs based on the parameters you've set, and the Last Out/Distributed, MiniVAN Status, and Progress columns will be cleared out. You'll need to regenerate list numbers or reprint your turf to distribute to volunteers.

14 Turfs Selected [Clear Selection](#) Quick Actions

☒ Turf	Folder	People	Doors	Last Out/Distributed	MiniVAN Status	Progress
☒ Training Demo Turfs	Training Demo	960	593			
☒ Training Demo Turfs T...	Training Demo	89	55	45543835-48124 Generated: 4/5/24 3:10 PM	1	
☒ Training Demo Turfs T...	Training Demo	100	59	45543836-51997 Generated: 4/5/24 3:10 PM	1	
☒ Training Demo Turfs T...	Training Demo	77	47	45543837-99740 Generated: 4/5/24 3:10 PM	1	
☒ Training Demo Turfs T...	Training Demo	94	57		0	

Refresh Map Region
View Map
Edit Region
Print Region
Print for MiniVAN

From **Folders** or **Turf Manager**, select the map regions you want to refresh and click **Refresh**. The refreshed Map Regions will then be placed in the **MiniVAN Queue** (which you can access from the Main Menu) that will let you know when the refreshing is complete. Note that not all users may be able to bulk refresh turf, reach out to your administrator if you do not have access.

Home / My Folders ES EN

CONTACTS

My Folders Add New Folder

Folder Name

File Name

User Group

Type

Status

Active

Remember Filters

Refresh Results

ID	Name	Owner	Refresh All Regions
84199	Region_01	Willis, Jennifer	Refresh All Regions
84200	Region_02	Willis, Jennifer	Refresh All Regions

After you refresh your turf select **View Map** to see your turfs. Some turfs may need to be adjusted to account for voters who were added or removed based on re-running the saved search.



Turf-cutting FAQ

○ What happens when I refresh my Map Region?

When you refresh, it reruns the underlying Saved Search for your turfs. People will be added and removed based on your search criteria. After refreshing, check your turf boundaries, as the number of doors and voters might change.

○ Why are all my turfs showing 0% progress?

Progress updates when your canvassers sync their data. When you refresh your turf or regenerate list numbers, the progress resets to 0%.

Note: turf progress only shows for turfs walked on MiniVAN.

○ I created new list numbers. Where can I view the data for the list numbers my canvassers are currently using?

Your canvassers can continue using their original list numbers, and those results can still be synced. New progress will not show up in Turf Manager. You can review synced data in MiniVAN Commit page, the Contact History report, and the MiniVAN Activity Report.

○ Why is my Last Out/Distributed column empty?

This occurs when you refresh your Map Region.

○ Why are there a bunch of dots in one spot on the map?

Multiple dots in one spot on the map can mean a few things. If you're too zoomed out, zooming in helps them separate if they're in a highly populated area. However, most often multiple dots in one location indicate an apartment or housing complex where multiple people live in the same vicinity with very similar mailing addresses. It's typically best to try to scope these complexes out ahead of time to see if you can reach the doors or if they're blocked by security measures.

○ What should I do if a volunteer doesn't finish a turf?

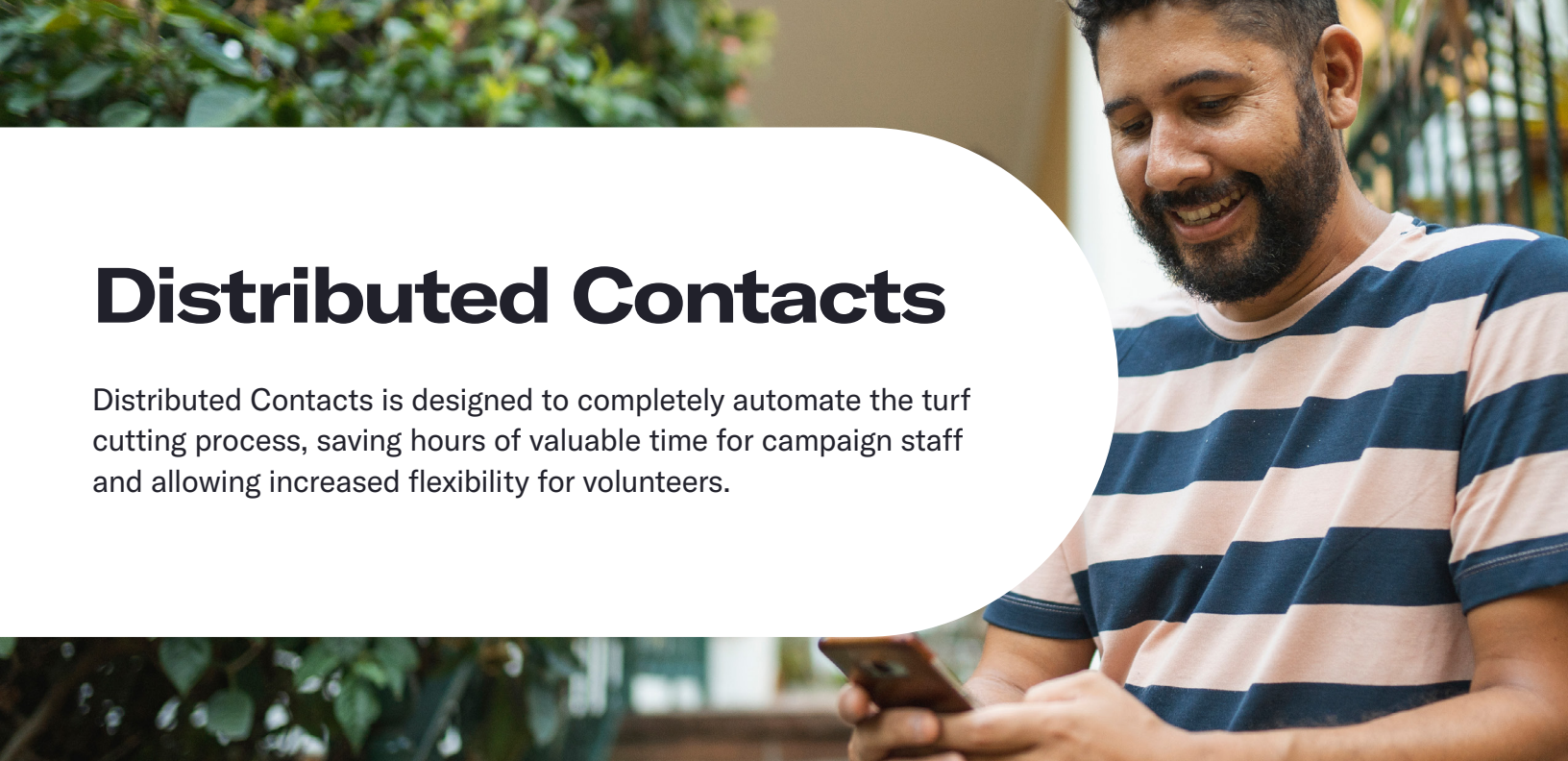
If a volunteer doesn't finish their turf, try to finish it the same day when possible. If you have a trusted volunteer or organizer, they may be willing to knock out a few partial turfs at the end of the day.

○ What should I do with one-off doors that are within a map region, but far away from the rest?

It's typically best to make these doors into their own turfs and knock them individually. Or if you don't think your volunteers will mind, you can have them drive out to those one-off doors in their turfs to knock.

○ Why are there fewer voters in my turfs after refreshing? Why are there un-turfed households after refreshing?

Refreshing turf re-runs the underlying saved search and voters are added and removed. While you do not need to re-cut turf, you will want to view your turfs and adjust them to account for voters being added and removed.



Distributed Contacts

Distributed Contacts is designed to completely automate the turf cutting process, saving hours of valuable time for campaign staff and allowing increased flexibility for volunteers.

Best practices: using Distributed Contacts

Think about scale

When you pull a list for Distributed Contacts, be mindful of your turf and volunteers. A volunteer in a suburban or rural setting may be comfortable driving thirty minutes to reach their turf, but a volunteer in an urban setting may expect turf that is closer to their staging location. Collaborate with your field team to identify which lists are appropriate for which volunteers. To control this, you can customize the ruleset for how many miles away the contacts can be from a canvasser.

Include enough doors

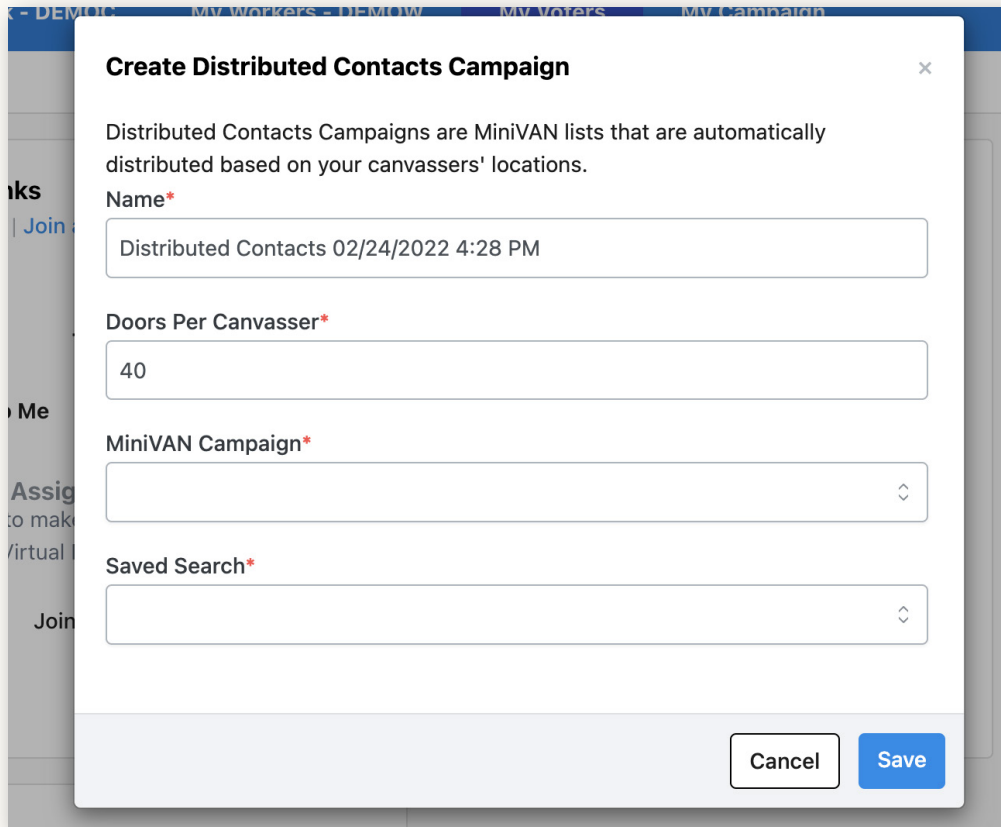
Make sure the number of doors in your distributed contacts universe matches your level of volunteer availability and engagement. It's important to have enough doors for everyone participating. Generally, we advise keeping the universe below 500,000 doors.

Include a remove step in your saved search

Distributed Contacts campaigns are driven by a saved search. Be sure to include a step in your saved search that removes folks who have already been canvassed to make sure folks are not contacted more than once.

Setting up Distributed Contacts

- 1 From the Organizer Dashboard or the Distributed Contacts List Page, select **Create New**.
- 2 In the *Create Distributed Contacts* pop-up window, name your canvass and indicate how many doors you want to be assigned to each canvasser. Then select your MiniVAN Campaign and your Saved Search or universe.



The screenshot shows a pop-up window titled "Create Distributed Contacts Campaign" with a close button (X) in the top right corner. The window contains the following text and form fields:

Distributed Contacts Campaigns are MiniVAN lists that are automatically distributed based on your canvassers' locations.

Name*

Distributed Contacts 02/24/2022 4:28 PM

Doors Per Canvasser*

40

MiniVAN Campaign*

[Dropdown menu]

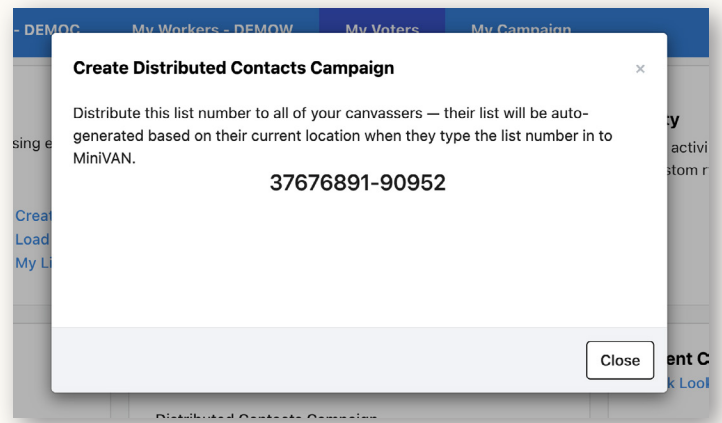
Saved Search*

[Dropdown menu]

At the bottom right of the window are two buttons: "Cancel" and "Save".

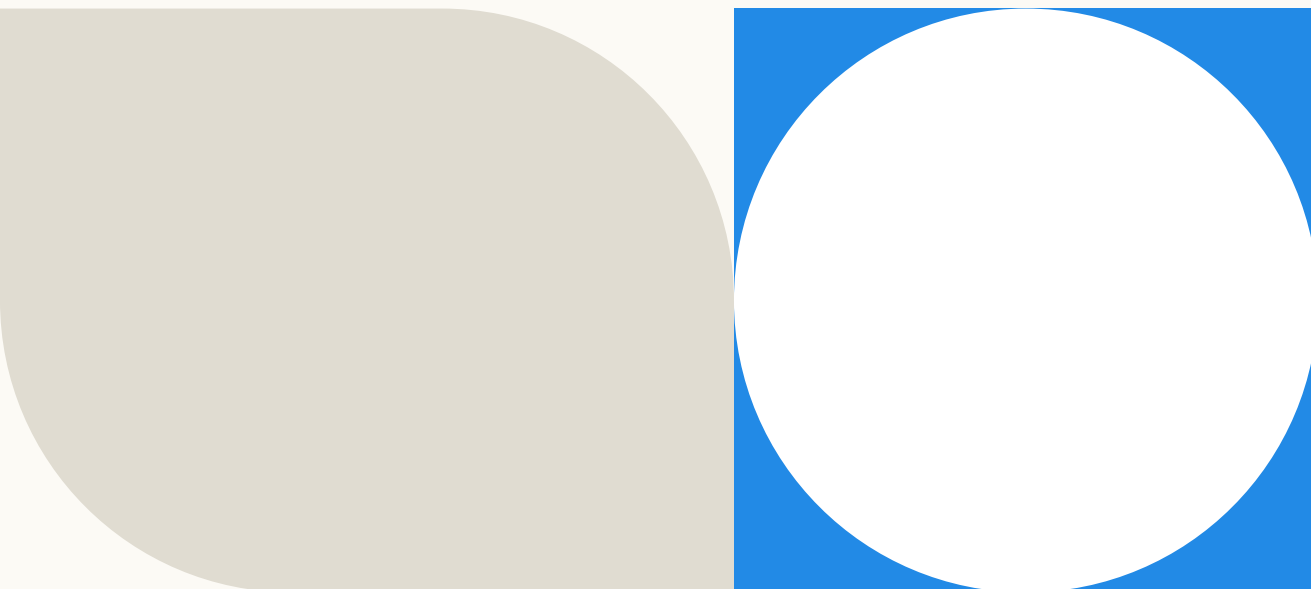
Under Advanced features, you can adjust the canvass radius and the number of days that a list can stay checked out to an individual canvasser.

- 3 Next, you'll see a list number that you can distribute to all of your canvassers. (Each canvasser will use the same list number). Their turf will be auto-generated based on where they are located when they type the list number into the MiniVAN app.



Even though canvassers use the same list number, each canvasser will get a unique list of doors. Once a door has been assigned, it can't be checked out by another canvasser for a set period of time. That list is checked out to them until the voters are checked back into the Distributed Contacts universe or the days checked out has passed. You can customize the rule set for the number of days that a list can stay checked out on a device. The Saved Search powering the Distributed Contacts campaign refreshes overnight, which is when voters are added to or removed from the universe based on the search criteria.

After the canvass, you will be able to see a full Distributed Contacts report.

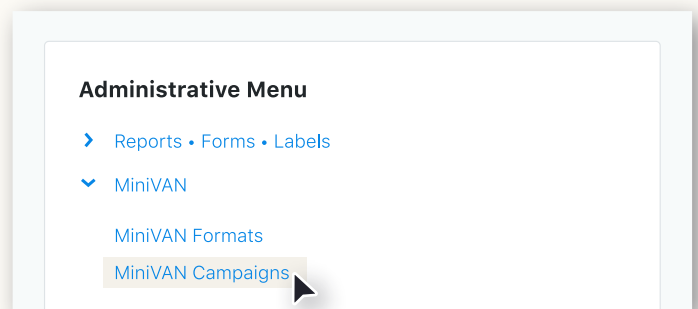


Create your MiniVAN campaign

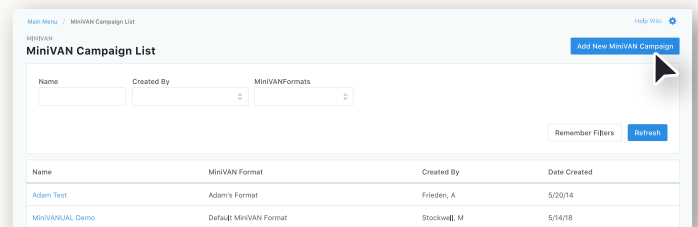
Link Scripts to MiniVAN campaign

A roll-up of settings for your canvassers, including script, contact method, and display fields that are available on the app.

- 1 From the *Administrative Menu* on the Main Menu of My Voters, select **MiniVAN Campaigns**.

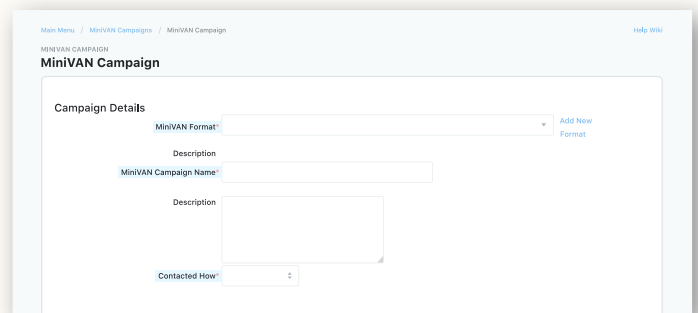


- 2 From the *MiniVAN Campaign List*, select **Add New MiniVAN Campaign** on the upper right-hand side.



- 3 Under *Campaign Details* on the MiniVAN Campaign page, select your **MiniVAN Format**. The Default MiniVAN Format will work well for most canvasses.

Enter a **MiniVAN Campaign Name** and select a contact method (for a canvass, select *Walk*) from the **Contacted How** dropdown menu.



Link Scripts to MiniVAN campaign

Within **Script Details**, you are presented with three script options:

Script Details

Script Options

☒ Choose a Script for everyone in the List

☐ Choose a Default Script and up to 4 alternate Scripts

☐ Choose a Default Script and alternate Scripts based on Target's Subgroups

Script*

2016 Demo ID Script - not branched

Add New Script

☐ Choose a Script for everyone in the List

Select **Choose a Script for everyone in the List** to address each voter with the same script and use the **Script** dropdown menu to select which script to send out.

☐ Choose a Default Script and up to 4 Alternative Scripts

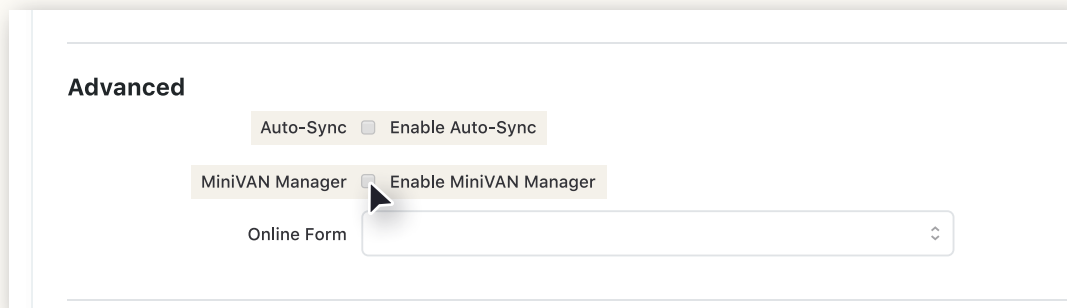
Select **Choose a Default Script and up to 4 alternate Scripts** to give your canvassers up to five scripts to employ. Use the **Script** dropdown menu to select your default script and select **Add New Script** on the right to select each additional script.

☐ Choose a Default Script and alternate Scripts based on Target's Subgroups

Select **Choose a Default Script and alternate Scripts based on Target's Subgroup** to send out multiple scripts by **Target**. We often see this feature employed by member organizations who are canvassing a list of both members and non-members. This feature would allow canvassers to use different scripts with members and non-members.



Advanced settings



Advanced

Auto-Sync ☒ Enable Auto-Sync

MiniVAN Manager ☒ Enable MiniVAN Manager

Online Form ↕

Auto-Sync is automatically enabled, which means the MiniVAN app will automatically sync back to your CRM every 5 minutes. MiniVAN Manager is an add-on accountability tool that shows you the vital stats of every canvasser, including location, progress, and effectiveness in real time. Select **Enable MiniVAN Manager** to enable this feature for your campaign.

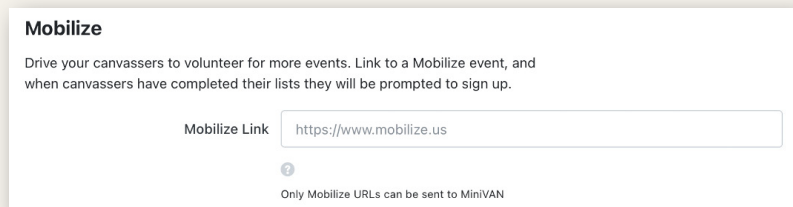
[Learn more about MiniVAN Manager](#)



MiniVAN + Mobilize integration

As we continue to find ways to make more impact for our customers, we were excited to add a MiniVAN + Mobilize integration that prompts canvassers to sign up for their next shift after they complete their turf.

All you have to do to take advantage of this integration is add your Mobilize link to your MiniVAN campaign! This re-shifting feature helps save time and increase sign-ups during the busy election cycle.



Mobilize

Drive your canvassers to volunteer for more events. Link to a Mobilize event, and when canvassers have completed their lists they will be prompted to sign up.

Mobilize Link

Only Mobilize URLs can be sent to MiniVAN



Turf Manager

You can view and engage with your turfs in **Turf Manager (also known as My Turfs)**. In My Turfs, your turfs will be organized into groups based on Map Region. In this section of VAN, you can easily generate list numbers or send lists (turfs) directly to the MiniVAN app via Quick Actions. You can also select “**Print for MiniVAN**” to generate a turf tracker, map, and cover sheet for each turf. Plus, you can refresh your Map Region with Quick Actions too.

However you choose to pass lists to volunteers, they’ll either enter the list number into MiniVAN or open their app to select their turf, and then they can start knocking doors!

*Lists are downloadable for up to **30 days** and remain accessible in MiniVAN for **90 days** after they’re downloaded.*

Printing your turf

We recommend selecting **Print for MiniVAN** to print the list sign-out sheet as well as a map and cover sheet for each turf. Canvassers can then enter the list number listed on the packet or sign-out sheet.

If you’d like to print the entire turf packet, select **Print**.

Push out lists in bulk

To send the lists out in bulk, select the Turf you intend to canvass by checking the box to the left of the Turf’s name. On the upper right-hand side, click on the **Quick Actions** dropdown menu and select **Send to MiniVAN**.

The **Send Turfs to MiniVAN** window will pop up, allowing you to assign canvasser(s) to each block of turf.

Turf	List Name (Shown on Device)	Canvasser(s)
Lafayette! Turf 01	Lafayette! Turf 01	Boetig, Thomas
Lafayette! Turf 02	Lafayette! Turf 02	MiniVAN, Jennifer
Lafayette! Turf 03	Lafayette! Turf 03	Select Canvasser(s)
Lafayette! Turf 04	Lafayette! Turf 04	Select Canvasser(s)

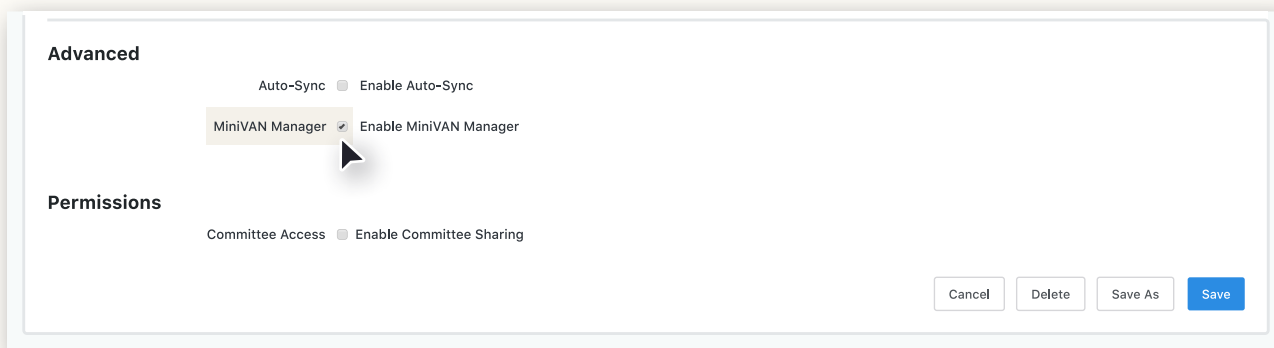
MiniVAN Manager

MiniVAN Manager is an add-on accountability tool that shows you the vital stats of every canvasser, including location, progress, and effectiveness in real time.

Set up MiniVAN Manager

On the lower left-hand side of the dashboard, select **MiniVAN Campaigns** from the MiniVAN dropdown menu.

Select the campaign that you'd like to enable MiniVAN Manager for from the list. You can do so on an existing campaign or by creating a new one. Then on the *MiniVAN Campaign* page, check the **MiniVAN Manager** box to enable MiniVAN Manager. While on this page, make sure that your MiniVAN campaign is clearly labeled.



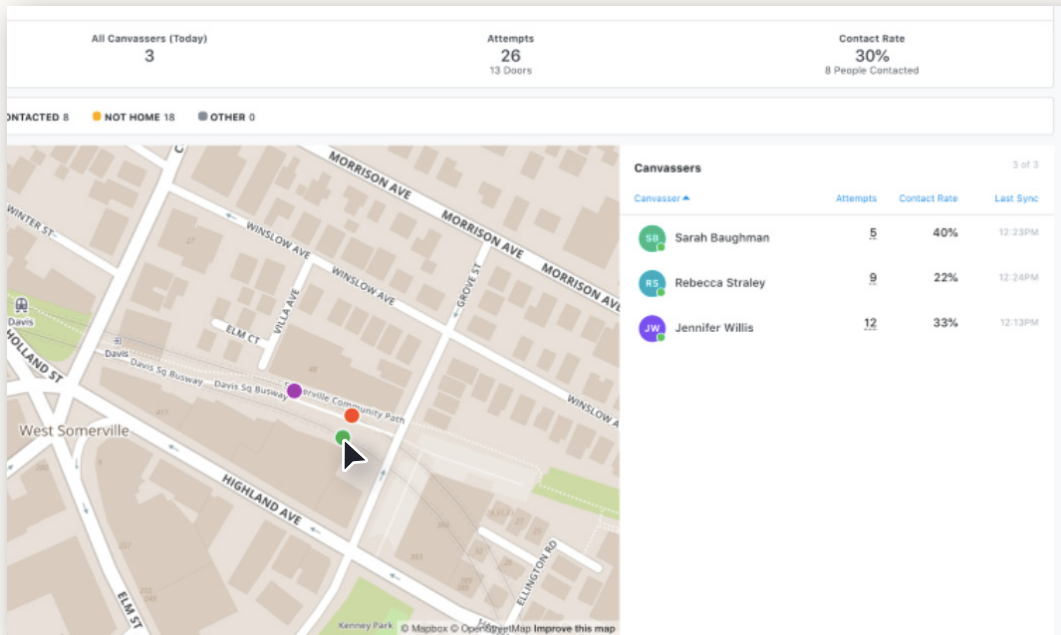
The screenshot shows a settings form for MiniVAN Manager. It has two main sections: 'Advanced' and 'Permissions'. In the 'Advanced' section, there are two toggle switches: 'Auto-Sync' (disabled) and 'MiniVAN Manager' (enabled). The 'MiniVAN Manager' toggle is highlighted with a mouse cursor. In the 'Permissions' section, there is a toggle switch for 'Committee Access' (disabled). At the bottom right, there are four buttons: 'Cancel', 'Delete', 'Save As', and 'Save'.

You can send a MiniVAN Manager enabled list to your canvassers via Turf Manager, My List, or a printed list number.

Monitor the canvass in real time

Once you have pushed the list out to the devices of your canvassers, return to the Main Menu and select **MiniVAN Manager**.

This will bring you to the Canvasser Activity page which will display canvass results in real time. The top bar shows an overview of the canvass' progress. The Map displays the location of each of your canvassers. Each canvasser will be represented by a different color dot. The map will update automatically.



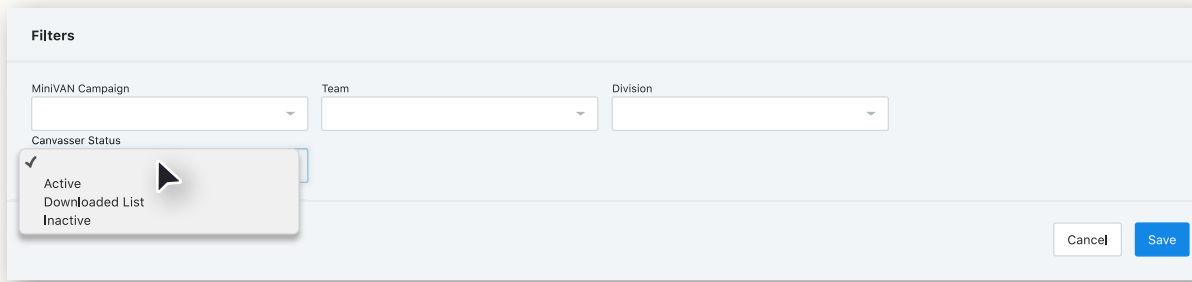
By selecting a canvasser's dot directly, you'll be able to see the progress that they've made on the doors. As you adjust the view of the map, the list will automatically filter to display only the canvassers within your map view.

On the right, you'll see a list of your canvassers. When you select their name, you will be able to view their synced results.

From the upper right-hand side of the list, use the dropdown menu to toggle between different statuses:

- **All Canvassers** will display the whole team assigned to the canvass.
- **Active Canvassers** will display canvassers who have synced back information in the last 90 minutes.
- **Downloaded List** will display canvassers that have not synced back any data since downloading the list.
- **Inactive** will display canvassers that have not synced back any data in the last 90 minutes.

In addition to filtering by Canvasser Status, you can also filter by MiniVAN Campaign, Team, and Division. Enable these filters by selecting Edit in the grey Filters bar.



Filters

MiniVAN Campaign Team Division

Canvasser Status

- ✓ Active
- Downloaded List
- Inactive

Cancel Save

You can also re-sort the list of canvassers by Doors, Contact, Downloaded List (DL List), and their Last Sync.

You can hide the Canvasser Panel on the right by selecting the square icon on the map.

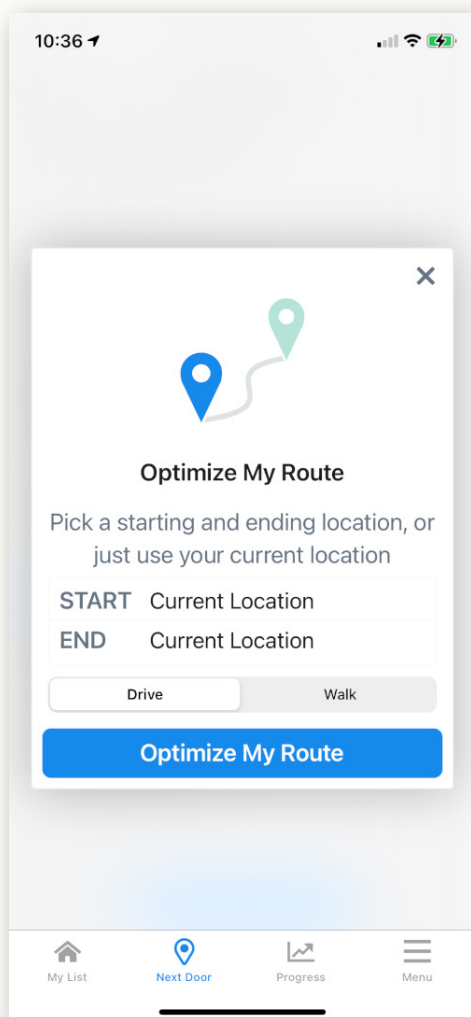
Pro-Tip | using MiniVAN in Spanish and French

Spanish and French language translations are now available for all app elements! If you have a Spanish or French language script, the entire app will be translated into Spanish or French. Be sure your canvassers set their device language to Spanish or French to set the appropriate translations.



Optimized Routing

Optimized Routing is an add-on tool that creates an optimized walk route for the canvasser. Once the canvasser enters their start and end point and chooses walking or driving directions, their canvass list will be reordered based on the most efficient route between their start and end point. Canvassers are also provided with turn-by-turn walking or driving directions, making it easier to complete the entire packet efficiently.



Optimized Routing can be enabled for lists with up to 148 doors or locations, although that number could vary based on the number of apartments on the list.

Canvassing with MiniVAN

MiniVAN is here to make canvassing easier. By following these instructions, you can get your mobile canvass up and running.



Quick start

MiniVAN canvassing can be as simple or as sophisticated as you want. You do not have to create user accounts because canvassers can create their own ActionID right from the app. Canvassers can reuse their ActionID for every canvass (and can use it for other tools like OpenVPB).

If you want to get a quick start, make sure that you have a script associated with your turf and ask your canvassers to download the MiniVAN Touch app in the iOS App Store or Google Play Store. After they create an ActionID for themselves, have them enter the list number from a sign-out sheet or turf packet.

This will send all the script, list, and other details of that walk packet directly to their mobile device and they can start knocking doors right away.

Turf Packet Summary – Lafayette! Turf 01

Script: **2016 Demo ID Script - not branched**

Generated 5/10/18 3:14 PM

List Number	Turf	People	Doors	Canvasser
23995616-28490	Turf 01	137	76	
23995617-90180	Turf 02	5	3	
23995618-19616	Turf 03	28	15	
23995619-71483	Turf 04	127	64	

Tips on running a mobile-first canvass

In our increasingly digital world, we continue to see improved MiniVAN adoption every cycle. It has become the standard for campaigns and causes, so it's a great time to adopt it if you haven't already. Here are some tips on how to run a mobile-first canvass!

1 **Make a decision and commit to it.**

Once you've decided to switch to mobile canvassing, make a complete transition. Let your team and volunteers know that your canvass is now a fully mobile operation. Don't offer them the option to continue using paper walk packets.

2 **Invest in a few tablets.**

This transition will greatly reduce the amount of paper and ink your campaign goes through, saving you money on printers, toner, and paper. We recommend reinvesting some of those savings in your canvass operation by purchasing a couple of tablets. This will ensure that all volunteers are able to participate in your canvass, even if they don't own a smartphone or feel comfortable using their own device.

Please note that phone data is not required to use MiniVAN. Canvassers can download the list and sync the results back using Wi-Fi. If your canvassers lose their signal, MiniVAN will queue up data when they're off the grid and syncs the data when they get back in range.

3 **Create a phone charging station.**

Be sure to have a power strip with multiple phone chargers available for your volunteers to use. You should have chargers for iPhones, Android phones, and tablets.

4 **Update your reminder email.**

Refresh your pre-canvass reminder email to make sure your volunteers know ahead of time that you're running a MiniVAN canvass — check out our tips below!

Preparing your canvassers to use MiniVAN

Training materials

Good training materials will help your canvassers hit the ground running. Your volunteers are showing up to support you and your candidate, and the best training materials will come directly from your campaign, so consider creating a guide or video to walk users through MiniVAN.

Your guide should walk volunteers through the basics of using the MiniVAN app. [Here's a basic guide to get you started.](#)

Videos are an effective way to capture the attention of your volunteers. If possible, feature your candidate in the video. Their enthusiasm will motivate your volunteers to show up and bring their best attitudes to the doors.

Can't make your own video?

Here's Ours



Set up a training area in your staging location

Training your volunteers before a canvass is an opportunity to make sure that they are comfortable using MiniVAN and excited to hit the doors. A good training will boost volunteers' confidence, prepare them to hit the doors, and leave them excited about working with the campaign. Keep your training short, simple, and upbeat.

Print out large, wall-sized screenshots of the app to help walk volunteers through each step of their canvass, from downloading the app to syncing their results. We encourage you to create these so that you can walk canvassers through your script(s).

We've made it easy for you — you can [download this packet of screenshots](#) for you to post in your training area.

What to include in your reminder email

The day before your canvass, send a reminder email with instructions on how to download and get started with the MiniVAN app. In addition to thanking them for volunteering, you will also want to ask each volunteer to:

- 1 **Download** the **MiniVAN Touch** app *before* they arrive — include links to the Apple and Google Play Store.

According to our research, the #1 blocker to folks downloading MiniVAN is users not having their App Store password. **Make sure volunteers download the app before they show up** at your canvass location!

- 2 **Create** an ActionID to log in.
- 3 **Bring** a well-charged smartphone or tablet. Also, encourage them to bring a charger or an extra battery for their device to use in the field office or in their car.
- 4 **Update** their app if they've used MiniVAN before. The app is being improved every cycle.
- 5 **View** training materials and videos — [use our MiniVAN training video](#), or make your own!

Sending your canvassers out on the doors

Once your canvassers have the app, all they need to do is enter the turf's list number and download the list. This will give them their turf and they can head out and get knocking. The list can also be sent directly to their phones to download if you want to pre-assign their turf.

Canvassers will be able to a combined map and list view of the households on their turf — this will make it easier for canvassers to orient themselves on turf and find the houses they are looking for.

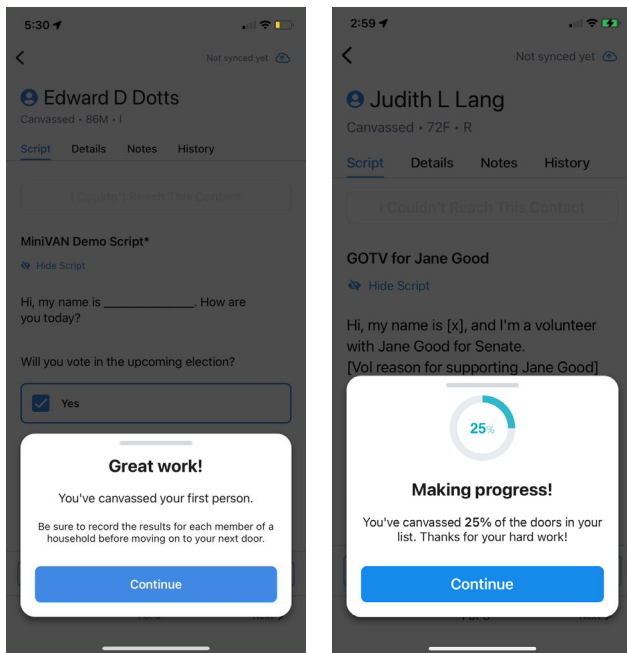
Selecting *Next Door* will show canvassers all houses, ordered by distance. With the closest houses at the top of the list, canvassers can quickly get started on the most efficient route through their turf. If available, canvassers can use the Optimized Route option to get a smart walking or driving route through their turf.

Pro-Tip | Team Canvassing

If your canvasser prefers to canvass with a partner, have the two canvassers enter the same list number. When a canvasser syncs their data, their partner will be able to see which doors have already been knocked. This feature is especially helpful during GOTV, or if you have canvassers working the same lists for multiple days. The most recent knock attempt will appear for that list number for 7 days, or until the turf is refreshed.



Notifications

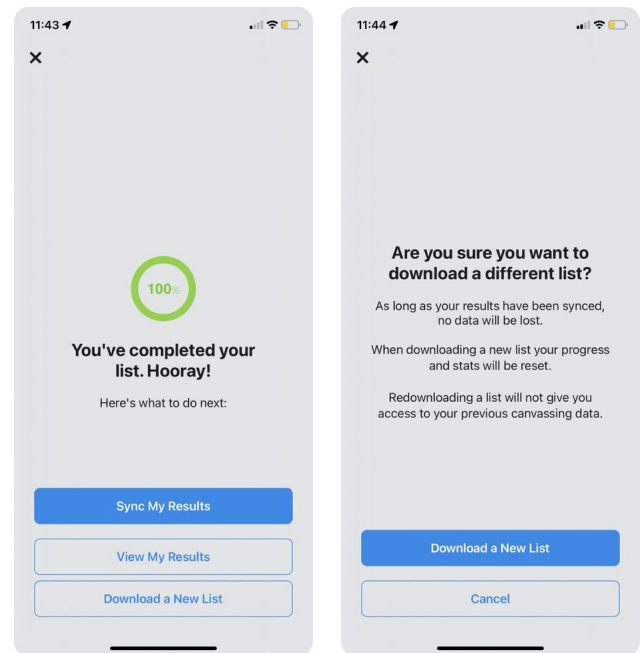


Pop-up notifications in MiniVAN help and encourage canvassers as they make their way through their lists. These notifications will make it easier to operate the app and will help the canvasser stay motivated along the way.

Notifications will appear after canvassers successfully canvass their first home and at the 25%, 50%, and 75% progress marks.

When a voter is not home, canvassers can quickly mark them as *Not Home* or *NH* in the app. A pop-up notification will provide a friendly reminder about the quick-mark shortcut, making each canvass even more efficient and saving multiple clicks for the canvasser. This quick-mark functionality is also available for lit drops.

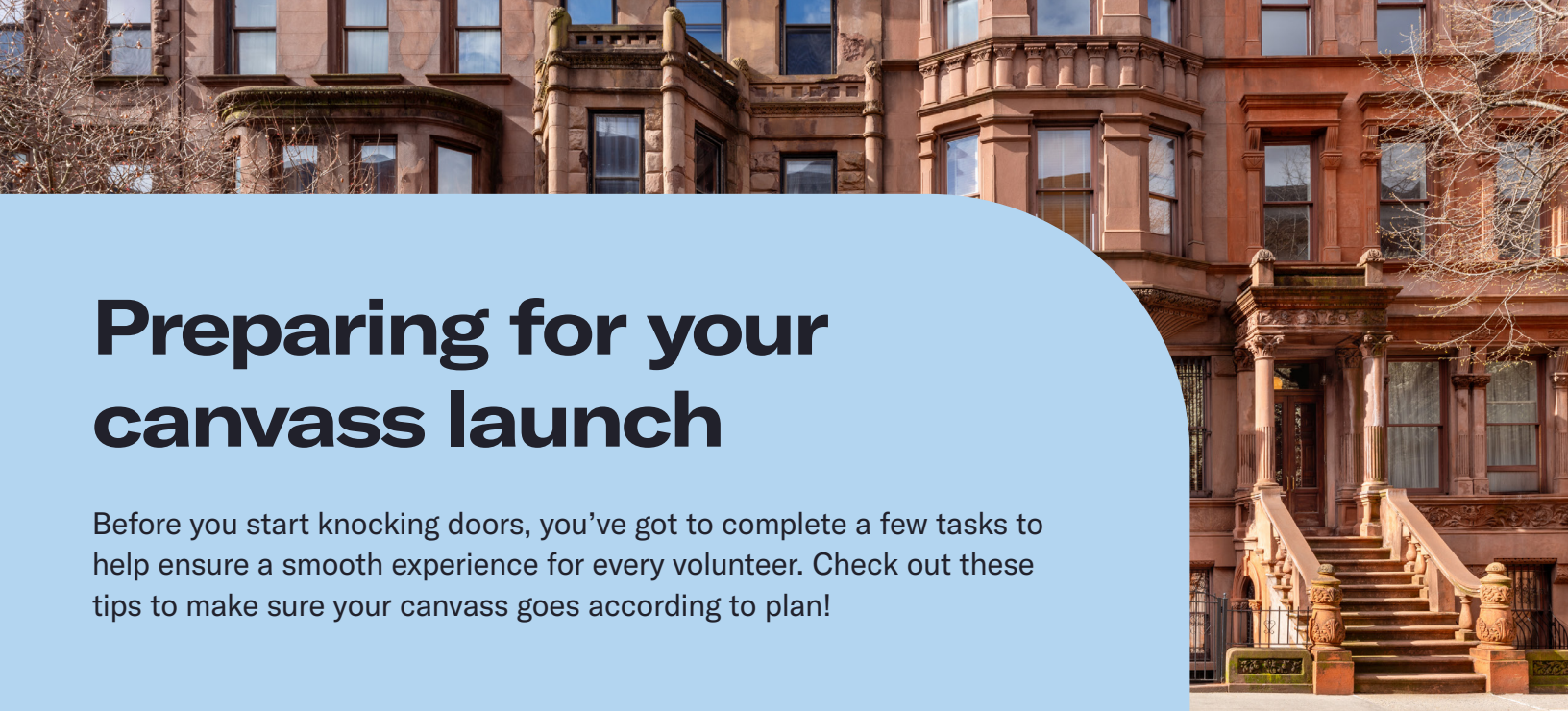
Canvassers will also receive a notification if there aren't doors available for distributed contacts.



When canvassers complete their list, they'll be encouraged to sync their results and download a new list. Plus, if you've set up the MiniVAN + Mobilize integration, they'll be asked to sign up for their next shift too!

If you would like step-by-step instructions on how to canvass with MiniVAN, download the MiniVANual!

Download the MiniVANual



Preparing for your canvass launch

Before you start knocking doors, you've got to complete a few tasks to help ensure a smooth experience for every volunteer. Check out these tips to make sure your canvass goes according to plan!

1 **Confirm how many volunteers you have attending your canvass.**

As the event approaches, call, email, or text your volunteers to confirm their shift. You can also use this outreach to share the launch location, time, date, and other important details and to make sure they download MiniVAN **before** they arrive.

2 **Cut enough turfs for your canvassers.**

If you've got a few people who haven't confirmed their shifts, cut a few extra turfs in case they show up! It's best to have too many turfs than not enough. If you're using Distributed Contacts Campaigns, make sure you have enough doors in your saved search for your canvassers.

3 **Have list numbers ready to enter.**

If you Print for MiniVAN, you can easily check out turfs for each canvasser. As people return, checking those turfs back in makes it easier for you to track who is still out in the field so you can follow up with them if needed.

4 **Bring enough lit for the number of doors you plan to knock.**

Leaving a piece of lit on every door is a standard canvassing practice. Plus, it's like a cheaper version of a mailer for your campaign or cause (with the bonus of potentially speaking to voters or supporters)!

5 **Have water bottles and phone chargers available for your canvassers.**

Especially on hot days, it's important for your canvassers to stay hydrated. Have extra water bottles available for your volunteers! And if their phones aren't fully charged, encourage them to plug in their phones and charge them before they leave to knock doors.

Launch your canvass

On the day of your canvass launch, you'll want to gather your volunteers at a central location (called a staging location) where you can give them a brief overview of who you're targeting and what you're asking them to do (identify who they're voting for, ask how they're voting this year, etc.). You'll also want to share the following tips to help ensure you keep volunteers safe, efficient, and effective.

Canvassing tips from NGP VAN

- **Make sure volunteers download the MiniVAN app before they get to the canvass.** It's a critical first step in actually having a successful canvass because, if your volunteers don't have MiniVAN on their phones or tablets, they cannot canvass effectively.
- **Remind canvassers to only mark responses for the voters they talk to.** You cannot assume everyone in the household will vote the same way.
- **Show volunteers how to quick mark Not Home and Lit Drop.** This shortcut (swiping right on profiles on iPhones or clicking and holding them on Androids) will save volunteers time compared to clicking through multiple profiles and entering the same result.
- **Pair experienced and non-experienced canvassers together when possible.** This will help decrease the learning curve for first-time canvassers so they can see how the canvassing pros handle conversations, enter data, and navigate the turf and prioritize your volunteers' safety.
- **If canvassing in pairs — split up and knock opposite sides of the street, but stay within eyesight of one another for everyone's safety.** In MiniVAN, they can easily filter doors to odd and even addresses, making it easy to knock through doors on just one side of the street while their partner hits the others.
- **Look for clues heading up to the door (flags, license plates, bumper stickers, etc.)** Volunteers can often learn a lot about a voter before they even get to their door. Encourage them to look for flags, bumper stickers, or anything else that may help gather more information about a voter's political tendencies.



- **Watch the weather and take breaks when needed to rehydrate.** The weather can change in an instant, so it's important to keep an eye on the skies. Plus, if it's extremely hot or cold, encourage your volunteers to take breaks to either cool down or warm up and re-hydrate.
- **Don't put lit in mailboxes.** Putting campaign literature in a mailbox is a serious offense, so make sure your volunteers know where else they can place your lit. Volunteers can usually either slide the lit between the door's weatherstripping and the door jamb or fold it and place it in the door handle.
- **Prioritize safety at all times.** Ask volunteers to pay attention to their surroundings and how conversations are advancing with voters. If they feel unsafe at any point, encourage them to leave the situation and get to safety as soon as possible. Make sure that every volunteer has a field organizer's or staffer's phone number so they can call them to explain the situation.

After sharing those tips, you can then ask if anyone has any questions before they head out to the doors. Answer any questions and let them know what to do when they're done with their turf. Most of the time, you should encourage them to return to the staging location to return any leftover campaign lit and debrief after the canvass. Lastly, pair up your canvassers and check out your turfs.



Debriefing after the canvass

While your canvassers will all leave at about the same time, they'll return over a broader time span because volunteers move through turfs at different paces. However, as they return, make sure to debrief with them, ask how it went, and see if there's anything they would like you to do differently in the future. This feedback loop is helpful to make sure your message is resonating with voters and you're empowering your volunteers to spread that message effectively.

Finally, re-shift your volunteers so you can keep them engaged with the campaign. And while auto-sync is turned on by default, it's a good idea to just ask volunteers to sync one last time before they leave just in case something goes awry.

Pro-Tip | set up the MiniVAN + Mobilize integration to help re-shift volunteers

We know that the easiest volunteer to schedule is one you already have, and that's why we created the MiniVAN + Mobilize integration! By simply adding your Mobilize link to your MiniVAN Campaign, you can prompt your canvassers to sign up to their next shift once they complete their turf to help re-shift your volunteers.

Commit your MiniVAN data

After people are done canvassing, select **Go to Commit Page** on the upper right-hand side of the screen.

On the Commit Page, you will see the canvass results broken down by canvasser. You can also click the on numbers listed under Attempts to see a breakdown of the individual responses on the doors.

When you're ready to commit the data, select the checkbox next to List Name and select the **Commit** button on the upper right-hand side. This will enter your data into VAN.

The screenshot shows the 'MiniVAN Commit' page. At the top, there's a navigation bar with 'Home / MiniVAN Commit' and a 'Help Wiki' link. Below this, the page title 'MiniVAN Commit' is displayed, followed by a note: 'Synced lists of committed and uncommitted MiniVAN data is retained for up to 21 days.' On the right side, there are two buttons: 'Export to Excel' and 'Commit'. The main content area is divided into four columns: 'Uncommitted Lists' (63), 'Total Doors' (379), 'Most Recent Commit' (12:16 PM, 4/10/19 by John Fiorello), and 'Time Since Last Refresh' (0m, Refresh). Below this, there's a table with columns: 'Contacted By', 'Status' (Pending), 'Date From', 'Date To', and 'Committee' (MiniVAN Demo Committee). There's also a 'Show Individual Syncs' checkbox and a 'Refresh Results' button.

In 2024, we will be shifting to auto-commit to make it easier for organizers to do their job.

Review your results

From the Canvassing section on the Main Menu Screen, select **Canvass Results** to view the results of your canvass. On the upper right-hand side, select **Export to Excel** to download an Excel report of your canvass. The report will include the names of your canvassers, the number of contacts canvassed and attempted, and statistics about the contact rate and efficiency of the canvass. You can get a full

overview of voter contact with the Contact History Report, which displays your committee's contact history from the past 14 days. From the Report Manager, select the **Contact History Report**. From the drop-down menu under the Report Summary, you can filter the results with filters including Campaign, Contact Type, and Canvassed By.

Contact History Report

View contact history from the last 14 days

Report Actions ▾

Applied Filters [Edit Filters](#)

Contact Records: All Contacts

Report Summary

First Canvass Attempt Date 3/15/19	Canvass Attempts 109	Canvassed 58	Left Message 1	Refused 4	Other Language 1
Last Canvass Attempt Date 3/31/19	Individuals 86	Not Home 27	Disconnected 1	Moved 3	Other Result 14

Input Type Name x ▾ [Edit Columns](#)

	Input Type Name	First Canvass Attempt Date	Canvass Attempts	Canvassed	Left Message	Refused	Other Language	Last Canvass Attempt Date	Individuals	Not Home	Disconnected	Moved	Other Result
▶	Bulk	3/30/19	20	20	0	0	0	3/31/19	20	0	0	0	0
▶	Mobile	3/15/19	84	37	1	4	1	3/29/19	61	25	0	3	13
▶	VPB	3/27/19	5	1	0	0	0	3/28/19	5	2	1	0	1

3 Records - 1 Page 1

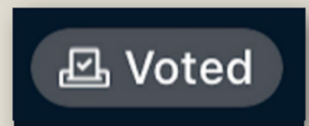
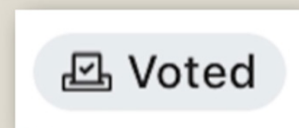
GOTV with MiniVAN

With MiniVAN, Packet Land has become a thing of the past. When it's time to get out the vote, it's clear that using MiniVAN is the most impactful way to run efficient and effective canvassing operations. Instead of having tables full of paper walk packets that took hours to print, you can simply have a few sheets of paper with list numbers for volunteers to quickly get a turf and head out to the doors.

In addition to saving hours of time not printing packets, MiniVAN has GOTV functionality to make it easier for your canvasser on the doors. As you receive early vote information, MiniVAN will display a "Voted" icon next to voters who have already cast their ballot — so you can focus on people who still need to vote.

MiniVAN also allows you to do multiple passes on the same packet. Plus, you'll be able to see any activity any canvasser has done on the same packet, without messy cross-outs and dog-eared paper. Best of all, since you don't need to re-print paper packets, you can refresh your turfs and your list numbers and send fresh packets to your volunteer simply by sending them a list number — making it easier to exclude people who have voted or add new targets to your GOTV universe.

MiniVAN works in dark mode too!



MiniVAN FAQs

☐ Does MiniVAN affect battery life?

Battery performance varies wildly between devices. We recommend that canvassers bring portable or car chargers.

☐ Do canvassers need phone data to use MiniVAN?

No, canvassers will only need Wi-Fi/data to download and sync results back, not while canvassing.

☐ Who should I contact for support?

Contact your organizer or VAN State Administrator for help.

☐ I am encountering an error when I try to input my list number.

Double-check the list number and try again. If you still cannot download it, contact your organizer or submit a support ticket.

☐ Does MiniVAN support the Spanish language?

Yes!

It's time to get out and knock doors!

In another busy election year, it's important to get out in the field and speak to voters one-on-one about what's at stake this cycle. With the information we shared in this guide, you should have a good understanding of how to use VAN and MiniVAN to pull lists of targeted voters, cut turfs, launch canvasses, and start getting out the vote for your campaign or cause. Now it's time to get out in the field and start knocking doors!

Follow us on social media to stay up-to-date on what's happening at NGP VAN!

