

**VIRGINIA  
DELEGATE  
SELECTION PLAN**

**FOR THE  
2016 DEMOCRATIC NATIONAL CONVENTION**

**ISSUED BY THE DEMOCRATIC PARTY OF VIRGINIA**

**MAY 1, 2016**

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THE VIRGINIA DELEGATE SELECTION PLAN  
FOR THE 2016 DEMOCRATIC NATIONAL CONVENTION

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## SECTION I

### INTRODUCTION & DESCRIPTION OF DELEGATE SELECTION PROCESS

#### A. INTRODUCTION

1. This Virginia Delegate Selection Plan for the 2016 Democratic National Convention (“Delegate Selection Plan”) provides the procedure for the selection of delegates and alternates from Virginia who will participate in the 2016 National Democratic Convention.
2. Pursuant to the Democratic National Committee (“DNC”) Call to Convention, Virginia has a total of 83 delegates and 8 alternates, in addition to 12 pledged party leaders and elected officials, and 17 unpledged party leader and elected officials, for a total delegation of 112 delegates and 8 alternates. (Call, I. & DNC Appendix B.)
3. The delegate selection process is governed by the Charter and Bylaws of the Democratic Party of the United States, the Delegate Selection Rules for the 2016 Democratic National Convention (“Rules”), the Call for the 2016 Democratic National Convention (“Call”), the Regulations of the Rules and Bylaws Committee for the 2016 Democratic National Convention (“Regs.”), the Democratic Party of Virginia Party Plan (“Party Plan”), the Virginia election code, and this Delegate Selection Plan. (Call, II.A.)
4. Following the adoption of this Delegate Selection Plan by the State Party Committee, it shall be submitted for review and approval by the DNC Rules and Bylaws Committee (“RBC”). The State Party Chair shall be empowered to make any technical revisions to this document, including those required by the RBC to correct any omissions and/or deficiencies as found by the RBC to ensure its full compliance with Party Rules. Such corrections shall be made by the State Party Chair and the Plan resubmitted to the RBC within 30 days of receipt of notice of the RBC’s findings. (Regs. 2.5, 2.6 & 2.7)
5. Once this Plan has been found in Compliance by the RBC, any amendment to the Plan by the State Party will be submitted to and approved by the RBC before it becomes effective. (Reg. 2.9)

#### B. DESCRIPTION OF DELEGATE SELECTION PROCESS

1. Virginia will use a proportional representation system based on the results of a Presidential Preference Primary for apportioning delegates to the 2016 Democratic National Convention.
2. The “first determining step” of Virginia’s delegate selection process will occur on March 1, 2016, with the holding of a “Presidential Preference Primary” or (“primary”). The State Board of Elections will certify the primary results by

March 15, 2016. The primary results will be used to allocate National Convention delegates.

3. The delegates and alternates to the National Convention will be elected through a caucus/convention process. The primary results shall be used to allocate delegates who will be elected at county and city caucuses, held on April 16, 2016, beginning at 12:00 noon, or April 18, 2016, beginning at 7:30 p.m. These delegates will attend congressional district conventions, held on May 7, 14, or 21, 2016, and elect district-level National Convention delegates and alternates and conduct other business. The same delegates shall attend a State Convention, to be held on June 4, 11, or 18, 2016 to elect at-large delegates and alternates, pledged Party Leader and Elected Official delegates, and conduct other business.
4. The district and State Convention delegates and alternates elected in county and city caucuses (or conventions) shall be allocated according to the Presidential Preference Primary. Pursuant to DNC rules, the 15% threshold shall apply to the election of National Convention delegates and alternates elected at the district and State Conventions. *See* Rule 15. District and State Convention delegates who do not form a candidate caucus that reaches a 15% threshold at the district or state level (“non-viable candidate caucus”) may join another candidate caucus and pledge to that candidate. After joining another candidate caucus, however, the delegates shall remain committed to that candidate throughout the process.
5. If a presidential candidate withdraws from the campaign and releases his or her delegates after the primary, but prior to National Convention delegate selection, that candidate shall still be awarded delegates and alternates elected at the district level. At the state level, however, if a presidential candidate is no longer a candidate at the time of selection of the at-large delegates and alternates, then those at-large slots that would have been allocated to the candidate will be proportionally divided among the remaining preferences entitled to an allocation.
6. Voter Participation in Process
  - a. Participation in Virginia’s delegate selection process is open to all voters who wish to participate as Democrats.
  - b. Pursuant to the Code of Virginia, Section 24.2-531, voters in the March 1, 2016 Presidential Preference Primary will publicly declare their Party preference and that preference will be publicly recorded through the maintenance of separate poll books for each party. (Rules 2.A. & 2.C. & Reg. 4.3.)
  - c. Any person is eligible to participate in county and city caucuses and conventions who is a member of the Democratic Party of Virginia, as defined in Party Plan Article 2, and who is a registered voter in the jurisdiction in which that caucus or convention is held.

- d. Virginia does not provide for registration by party when registering to vote in Virginia. The deadline to register to vote for participation in the March 1, 2016 primary is February 8, 2016. (*See* Va. Code § 24.2-416.).
  - e. At no stage of Virginia’s delegate selection process shall any person be required, directly or indirectly, to pay a cost or fee as a condition for participating. Voluntary contributions to the Party may be made, but under no circumstances shall a contribution be mandatory for participation. Specifically, pursuant to Party Plan Section 14.4, “[a] voluntary administrative fee may be requested for participation in any convention. However, no party member shall be excluded from participation in a convention because of not paying a fee. Any Democrat who desires to participate in a convention but who chooses not to pay the requested fee shall be permitted to participate.” (Rule 2.D. & Reg. 4.4.)
  - f. No persons shall participate or vote in the nominating process for the Democratic presidential candidate who also participates in the nominating process of any other party for the corresponding elections. (Rule 2.E.)
  - g. No person shall vote in more than one meeting which is the first meeting in the delegate selection process. (Rule 3.E. & Reg. 4.6.)
7. The Democratic Party of Virginia (“State Party”) is participating in the state government-run presidential preference primary that will utilize government-run voting systems. The State Party has taken provable positive steps to:
- a. Promote the acquisition of accessible precinct-based optical scan systems, wherever possible. (Rule 2.H.(1))
  - b. Seek enactment of legislation, rules, and policies at the state and local level to ensure that direct recording electronic systems include a voter-verified paper trail. (Rule 2.H.(2))
  - c. Seek enactment of legislation, rules, and policies at the state and local level to ensure that both optical scan and direct recording electronic systems include recognized security measures. These measures include automatic routine manual audits comparing paper records to electronic records following every election and prior to certification of results where possible; parallel testing on election day; physical and electronic security for equipment; banning use of wireless components and connections; public disclosure of software design; use of transparent and random selection for all auditing procedures; and effective procedures for addressing evidence of fraud or error. (Rule 2.H.(3))
  - d. These provable positive steps have included endorsement of relevant legislation. Virginia enacted a ban on purchase of new direct record electronic voting machines as of July 1, 2007.

## SECTION II

### PRESIDENTIAL CANDIDATES

A. Ballot Access: A presidential candidate gains access to the Virginia Presidential preference primary ballot by complying with the requirements set forth in Virginia Code Section 24.2-545 (amended 2013), including by filing with the Virginia State Board of Elections a declaration of candidacy and petitions signed by at least 5,000 qualified voters, including at least 200 qualified voters from each Congressional District in the Commonwealth, who attest that they intend to participate in the Democratic primary. Candidates should contact the Virginia State Board of Elections, Washington Building, First Floor, 1100 Bank Street, Richmond, Virginia 23219 (Telephone: 804 864 8901; Toll Free: 800 552 9745; Facsimile: 804 371 0194; email: [info@sbe.state.va.us](mailto:info@sbe.state.va.us)) to obtain detailed information on procedures adopted by the board. There is no statutorily required candidate filing fee. The candidate filing deadline will be December 22, 2015 or as otherwise determined by the State Board of Elections. "Uncommitted" will not appear on the ballot. Pursuant to Virginia Code Section 24.2-644 (c), voters may not write-in the names of candidates who are not listed on the ballot. (Rules 11.B, 14.A, 14.B, 14.E, & 14.H)

B. Each presidential candidate shall certify in writing to the State Democratic Chair the name(s) of his or her authorized representative(s) by January 8, 2016. (Rule 12.D.1)

C. Each presidential candidate shall use his or her best efforts to ensure that his or her respective delegation within the state delegation achieves the affirmative action goals established by this Plan and is equally divided between men and women. (Rule 6.I.)

## SECTION III

### SELECTION OF DELEGATES AND ALTERNATES

#### **A. STATE CONVENTION DELEGATE AND ALTERNATE SELECTION PROCESS**

1. National Convention delegates and alternates shall be elected by delegates elected at county and city caucuses (or conventions) to district conventions and a State Convention.
2. State Convention delegates and alternates shall be apportioned among the counties and cities of Virginia. Unless stated otherwise in the Convention Call, a total of 2,000 delegates will be selected and each county and city shall be entitled to one-half as many alternates as there are delegates apportioned to such county or city. (See Appendix A for delegate and alternate apportionment for each county and city within each congressional district.) Apportionment of State Convention delegates and alternates shall be based upon a formula giving equal weight to population and the average of the Democratic vote in the most recent elections for Governor (McAuliffe, 2013), United States Senator (Warner, 2014), and United

States President (Obama, 2012) calculated pursuant to Method (a) of Section 15.1 of the Party Plan using the following formula:<sup>1</sup>

Raw Number of Delegates =

$$\frac{1}{2} \text{ Population} + \frac{1}{2} \frac{\text{McAuliffe votes for jurisdiction/total statewide votes}}{\text{Warner votes for jurisdiction/total statewide votes}} + \frac{1}{2} \frac{\text{Obama votes for jurisdiction/total statewide votes}}{\text{total statewide votes}}$$

*See Rule 8.B.*

3. Delegates and alternates to the congressional district and State conventions shall be elected at caucuses in each county and city. Caucuses shall be governed by Articles 14-19 of the Party Plan.
  - a. The county and city Democratic committees may hold caucuses in each precinct, magisterial district or ward to elect delegates and alternates to the district and State Convention delegates.
  - b. Caucuses within a county or city should be as uniformly scheduled as possible within a congressional district and shall be held on one of the following days and times:
 

Saturday, April 16, 2016 at 12:00 noon  
**or**  
 Monday, April 18, 2016 at 7:30 p.m.
  - c. Each county or city Democratic committee shall meet and determine the day, time and locations of such meetings, the method of selecting delegates and alternates, and the apportionment of delegates and alternates among the electing units, if applicable, and shall advise Democratic State

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<sup>1</sup> The raw number of delegates has been rounded up when the fraction is at or above 0.500 and rounded down when the fraction is below 0.500. In some cases, this round-off scheme resulted in one or two too many or too few delegates. When too many delegates resulted, the raw fraction(s) closest to 0.500 was (were) rounded down and not up so that the proper number of delegates could be allocated to each congressional district. When too few delegates resulted, the raw fraction(s) closest to 0.500 were rounded up and not down so that the proper number of delegates could be allocated to each congressional district. Fractional numbers of alternates are consistently rounded down.

Party Headquarters of such information by February 26, 2016. Such meetings shall be scheduled to ensure maximum attendance of Democratic voters in locations that are easily accessible to all participants, including persons with disabilities, and assistance shall be provided to those persons with disabilities who wish to participate. County and city caucuses shall be encouraged to make provisions for childcare.

- d. Any county or city committee holding an unassembled caucus on Saturday, April 16, or Monday, April 18, 2016, may provide an opportunity for voters to appear in person and cast an absentee ballot to be counted in the final totals for delegates and alternates in such caucuses. Such absentee voting may be scheduled for Thursday, April 14, 2016, beginning at 7:00 p.m. and ending at a reasonable time. The day, time for beginning and ending of such absentee voting and the location shall be publicized by the county or city committee. The chairs of committees exercising this option of absentee voting shall ensure that sites are fully staffed to serve the voters, properly supervised, informational materials and ballots are provided, declaration forms are available, and that voted ballots are secured and properly counted in the caucus voting totals.
- e. Any person attending a caucus, before participating in the caucus, shall sign a standardized declaration form approved by the State Democratic Party stating that he or she: is a Democrat; does not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election; is not a member of any other political party; has not participated and will not participate in the nominating process of any other Party for the 2016 Presidential election; and is a registered voter in the jurisdiction in which the caucus is held. Declaration forms shall also require the participant to identify his or her residence address, telephone number, electronic mail address (if applicable), and such person's presidential preference.
- f. County and city Democratic committees must prepare and forward a Call to Caucus to the State Party and congressional district committee chairs by March 21, 2016.
- g. Pursuant to Party Plan Section 14.6, caucuses in which alternates are selected as the "next-highest-vote-getters after the delegates" may be canceled provided the number of individuals filed by the deadline does not exceed the number of delegates to be elected. Caucuses in which delegates and alternates are to be elected on separate ballots may be canceled provided the number of individuals filed for delegate does not exceed the number of delegates to be elected and the number filed for alternate does not exceed the number of alternates to be elected.
- h. Secretaries of caucuses (and/or city or county conventions) shall be responsible for obtaining declaration forms from every person

participating in meetings that are part of the delegate selection process, keeping minutes of such meetings, and forwarding the minutes and a listing of delegates and alternates elected to the county or city chair to be certified to State Party Headquarters.

4. The official results of the Virginia Presidential Preference Primary to be held on March 1, 2016, shall be used in the election of delegates and alternates to the district and state conventions and the National Convention. The State Party Chair shall obtain the official results of the primary from the State Board of Elections and shall ascertain the percentage of the vote received by each Presidential candidate in each county and city, each congressional district, and statewide. The State Party Chair shall then transmit this information to each county and city Democratic committee chair and congressional district Democratic committee chair. The information shall also be provided to members of the Democratic Party of Virginia Steering Committee.

At each county and city caucus, the district and State Convention delegates and alternates shall be allocated among the Presidential candidate caucuses according to the votes each candidate received in the Presidential preference primary. For example, if candidate A receives 50% in X county which elects 100 delegates to the district and State Conventions, candidate B receives 30%, and candidate C receives 20%, candidate A will be allocated 50 delegates, candidate B will be allocated 30 delegates, and candidate C will be allocated 20 delegates. The district and State Convention delegates will be the highest vote-getters within each Presidential candidate caucus.

All delegates shall in good conscience reflect the sentiments of the presidential candidate to whom they are pledged in that candidate's caucus on the first ballot at the district convention and again at the State Convention.

5. Pre-filing of candidates for delegate and alternate to the congressional district and State Conventions is required. Each person filing must designate a candidate preference on the form. Pre-filing forms shall be made available by the State Party to the county and city committees at cost. Alternatively, county and city committees may print their own pre-filing form, provided the State Party Headquarters approves the form in advance. The pre-filing deadline shall be 5:00 p.m., April 9, 2016, for caucuses held on Saturday, April 16, 2016, and 5:00 p.m., April 11, 2016, for caucuses held on Monday, April 18, 2016.
6. There will be a voluntary administrative fee of \$10.00 for each candidate for delegate and alternate who pre-files for election to the district or State Convention. A congressional district committee may request an additional administrative fee of \$5.00. A county or city committee may request an additional fee of no more than \$10.00. The total maximum voluntary administrative fee is \$25.00. No person shall be denied the right to participate in

the delegate selection process due to nonpayment of the voluntary administrative fee.

7. Alternates shall be elected by the county or city caucuses or conventions for the district and State Conventions. The committee calling the caucus or convention may determine whether alternates shall be elected separately from the election of delegates or whether the alternates shall be those persons with the next highest number of votes after the persons with the highest number of votes have been elected delegates. Alternates shall have the same qualifications as delegates and shall be allocated and elected under the same rules and procedures applicable to the allocation and election of delegates.
8. Within five (5) days after the county and city caucuses or conventions (i.e. by April 21 or April 23, 2016), each county and city chair shall certify to the State Party Chair and the appropriate congressional district chair, a list of the delegates and alternates elected to the district and State Conventions. This list shall be on a standard form provided by State Party Headquarters and shall include for each delegate and alternate: the candidate preference, a complete address, home, cellular, and office phone number (if any) and e-mail address (if any).

The county or city chair shall also be responsible for forwarding to the State Party with the list of participants who voluntarily contributed, the voluntary filing fee of \$10.00 for each individual who pre-filed for the caucus or convention. Such voluntary fees shall be collected by each county and city chair and transmitted in one check payable to the Democratic Party of Virginia. Congressional district voluntary filing fees (if any) should be forwarded in one check payable to the appropriate congressional district committee.

Copies of all caucus declaration forms must also be forwarded to the State Party. Credentials for the State Convention will be issued after the delegate and alternate list, the filing fees, if any, have been paid, and the caucus declaration forms are received by the State Party.

9. A State Convention delegate who is to be absent, absents himself or herself during a meeting, or resigns may select an alternate of the same presidential preference to take his or her place. The alternate shall be, if possible, of the same sex and from among the alternates of his or her political subdivision. An alternate may be selected from another political subdivision within the applicable congressional district, if such an alternate is available; if not the alternate may be selected from another congressional district. If possible, the delegate making such selection shall submit the name of the alternate in writing to the delegation chair. At any time, a delegate may revoke such designation and resume the position of delegate.
10. If a delegate is unable to, or does not, select the alternate to take his or her place, that selection shall be made by the remaining delegates in a manner that assures an alternate of the same presidential preference is selected and, if possible, from the same political subdivision and of the same sex as the delegate replaced. Upon

selection, the delegation chair shall execute a written statement designating the new delegate. At any time, the absent delegate may resume the position of delegate.

11. All caucuses and conventions are strongly encouraged to elect delegates and alternates to county, city, district and State Conventions that are equally divided between males and females.

**B. DISTRICT-LEVEL DELEGATES AND ALTERNATES**

1. Virginia is allocated 62 district-level delegates and has allocated 7 total alternates to the district-Level. (Rule 8.C., Call 1.B. & 1.I & Appendix B.)
2. District-level delegates and alternates shall be elected pursuant to a Presidential preference primary followed by post-primary district conventions. The process shall be as set forth below.
  - a. The Presidential preference primary will be held on March 1, 2016. The results of that primary shall be used to allocate delegates who will be elected to district conventions and a State Convention.
  - b. As set forth above, counties and cities shall hold caucuses on April 16 or April 18, 2016. These caucuses may be unassembled or assembled and shall follow the procedures set forth in the Party Plan. The caucuses shall be open to all Democrats. Caucuses generally shall elect delegates and alternates to the district and State Conventions. District and State Convention delegates and alternates elected by the county and city caucuses (or conventions) shall be elected in proportion to the percentage each candidate receives in the March 1, 2016 primary.
  - c. Each Congressional District Committee shall conduct a convention for the delegates from that district to the State Convention on May 7, 14 or 21, 2016, as determined by the Congressional District Committee. Congressional district conventions shall be held for the purpose of electing delegates and alternates to the Democratic National Convention, electing a Democratic Elector from each district, and accomplishing any other business required by the Call to the State Convention or set out in the Call to the District Convention. Each Congressional District Democratic Committee shall meet to determine the date and time of its convention and shall advise Democratic Party State Headquarters of such information by February 26, 2016. Each District Committee shall issue a Call to the District Convention by April 6, 2016.
  - d. The district conventions shall elect district level delegates (and alternates, if applicable) and conduct other appropriate business. At the district conventions, caucuses electing National Convention delegates and alternates shall be composed of supporters of candidates who have filed

declaration forms or signed statements of support for that presidential preference.

- e. Persons wishing to be elected as National Convention delegates or alternates at district conventions must file a statement of candidacy by 5:00 p.m., 15 days prior to the applicable district conventions, and presidential candidates shall provide lists of approved delegate (and alternate candidates) eight (8) days prior to the convention. Specifically, the candidate filing deadlines shall be April 22, 2016 for May 7, 2016 conventions, April 29, 2016 for May 14, 2016 conventions and May 6 for May 21, 2016 conventions. *See* Section III.B.4 below for filing requirements.

### 3. Apportionment of District-Level Delegates and Alternates

- a. Virginia's district-level delegates and alternates are apportioned among the districts based on DNC formula (2) which gives: Equal weight to the vote for the Democratic candidates in the 2012 presidential and the most recent (2013) gubernatorial elections. (Rule 8.A.; Regs. 4.10., 4.11. & Appendix A) By action of the Steering Committee of the Democratic Party of Virginia, seven (7) alternates were assigned to seven Districts to better balance the representation of the Congressional Districts.
- b. The state's total number of district-level delegates (62) and alternates (7) will be equally divided between men and women (*i.e.*, the overall variance shall not exceed one). (Rule 6.C.(1) & Reg. 4.8.)
- c. The district-level delegates and alternates are apportioned to districts as indicated in the following chart. (Gender was determined as set forth in Section III.B.7.b.)

District	Delegates			Alternates		
	Males	Females	Total	Males	Females	Total
#1	2	3	5	1	0	1
#2	3	2	5	0	1	1
#3	4	4	8	0	0	0
#4	3	2	5	1	0	1
#5	2	3	5	0	1	1
#6	2	2	4	1	0	1
#7	3	2	5	0	1	1
#8	4	4	8	0	0	0
#9	2	2	4	0	1	1

District	Delegates			Alternates		
	Males	Females	Total	Males	Females	Total
#10	3	4	7	0	0	0
#11	3	3	6	0	0	0
TOTAL	31	31	62	3	4	7

4. District-Level Delegate and Alternate Filing Requirements
  - a. A district-level delegate and alternate candidate may run for election only within the district in which he or she is registered to vote. (Rule 12.H.)
  - b. An individual can qualify as a candidate for district-level delegate or alternate to the 2016 Democratic National Convention by filing a statement of candidacy, designating his or her presidential preference, and a signed pledge of support for the presidential candidate with the congressional district Democratic committee chair (with a copy to State Party Chair) by 5:00 p.m., 15 days prior to the district convention at which the individual seeks election. (Specifically, the filing deadlines shall be April 22 for May 7, 2014 conventions, April 29 for May 14, 2016 conventions, and May 6, 2016 for May 21, 2016 conventions.) Persons need not be congressional district and state delegates to be eligible to run for National Convention delegate. (Rules 12.B. & 14.F., Reg. 4.21)
  - c. All candidates considered for district-level alternate positions must meet the same requirements as candidates for district-level delegate positions, except that candidates who were not chosen at the delegate level may be considered at the alternate level. (Rule 12.C.)
  
5. Presidential Candidate Right of Review for District-Level Delegates and Alternates
  - a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than 14 days prior to the district convention, a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. Specifically, the State Party Chair shall provide the lists by April 23, 2016 for May 7, 2016 conventions, April 30, 2016 for May 14, 2016 conventions, and May 7, 2016 for May 21, 2016 conventions. (Rules 12.D. & 12.F.)
  - b. Each presidential candidate, or that candidate's authorized representative(s), must then file with the State Democratic Chair by 5:00 p.m., eight (8) days prior to the district convention, a list of all such candidates he or she has approved, provided that approval be given to at least three (3) times the number of candidates for delegate men and three (3) times the number of candidates for delegate women, and three (3)

times the number of candidates for alternate men and three (3) times the number of candidates for alternate women to be selected. Specifically, the candidates must provide the lists by April 29, 2016 for May 7, 2016 conventions, May 6, 2016 for May 14, 2016 conventions and, May 13, 2016 for May 21, 2016 conventions. (Rule 12.E.(1), Reg. 4.23.)

- c. Failure to respond will be deemed approval of all delegate and alternate candidates submitted to the presidential candidate unless the presidential candidate, or the authorized representative(s), signifies otherwise in writing to the State Democratic Chair not later than eight (8) days prior to the district convention. Specifically, the candidates must so signify by April 29, 2016 for May 7, 2014 conventions, May 6, 2016 for May 14, 2016 conventions, and May 13, 2016 for May 21, 2016 conventions.
- d. National convention delegate and alternate candidates removed from the list of bona fide supporters by a presidential candidate, or that candidate's authorized representative(s), may not be elected as a delegate or alternate at that level pledged to that presidential candidate. (Rule 12.E. & Reg. 4.23.)
- e. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate campaign has used its best efforts to ensure that its respective district-level delegate candidates and district-level alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days after the presidential campaigns return the list of approved district-level delegate candidates and district-level alternate candidates for each district convention.

#### 6. Fair Reflection of Presidential Preference

- a. Presidential Primary – Proportional Representation Plan (Rules 13.A., 13.B. & 13.D.):

The Virginia presidential primary election is a “binding” primary. Accordingly, delegate and alternate positions shall be allocated so as to fairly reflect the expressed presidential preference of the primary voters in each district. The National Convention delegates and alternates selected at the district level shall be allocated in proportion to the percentage of the primary vote won in that district by each preference, except that preferences falling below a 15% threshold shall not be awarded any delegates or alternates.

- b. Within a district, if no presidential preference reaches a 15% threshold, the threshold shall be the percentage of the vote received in that district by the front-runner minus 10%. (Rule 13.F.)

- c. At each district convention, the convention shall divide into caucuses based on presidential candidate preference. The delegates elected who are pledged to a candidate shall participate in that candidate's caucus. Delegates whose presidential candidates do not meet the 15% threshold may join a candidate caucus by signing a statement of support for that candidate. The candidate caucuses will then elect the proportionate number of National Convention delegates and alternates. Each candidate caucus participant may cast the same number of votes as National Convention delegates to be elected. Each Call to a District Convention electing an alternate shall state whether National Convention delegates and alternates shall be elected at the same time and the caucus that has been awarded an alternate shall elect the next highest vote-getters as alternate, or whether National Convention delegates and alternate shall be elected separately. (Rule 12.G.)
  - d. District-level National Convention delegates and alternates shall be selected at district conventions to be held on May 7, May 14, or May 21, 2016, as determined by the Congressional District Committee. These conventions shall be governed by the Party Plan, including Sections 14, 15, 19, and 20. Congressional District conventions shall be held for the purpose of electing delegates and alternates to the Democratic National Convention, choosing a Democratic elector for each district, and accomplishing any other business required by the Call to the State Convention or the District Convention Calls. Each Democratic district committee shall determine the day, time and location of such convention, and shall advise Democratic State Party Headquarters of such information by February 26, 2016. District conventions shall be scheduled in locations that are fully accessible to all Democrats, including those with disabilities.
  - e. As set forth in the State Convention Call, delegates and alternates to the district conventions (and State Convention) may be elected at county and city caucuses held in each locality on April 16 or April 18, 2016. Delegates and alternates elected to the district and State Conventions shall be allocated according to the Democratic Primary vote for presidential candidates in their jurisdiction.
7. Equal Division of District-Level Delegates and Alternates
    - a. To ensure the district-level delegates are equally divided between men and women, delegate positions within each district will be designated by presidential preference beginning with the highest vote-getting presidential preference. This assignment of delegate positions, alternating by sex as mathematically practicable, will continue with the next highest vote-getting preferences in descending order until the gender of each position has been assigned. (Rule 6.C.(1) & Reg. 4.8.)

- b. Provisions for achieving equal division of delegates at the district level shall be as follows:
- (i) If a congressional district is allocated an even number of delegates, one half will go to the highest male vote-getters and one half to the highest female vote-getters. In this Plan, the Third, Sixth, Eighth, Ninth and Eleventh Congressional Districts are covered by this rule.
  - (ii) If a congressional district is allocated an odd number of delegates, an equal number will be allocated to the highest male vote-getters and the highest female vote-getters. The gender of the odd delegates in the affected districts has been determined by a drawing of lots as set out below. In this Plan, the First, Second, Fourth, Fifth, Seventh, and Tenth Congressional Districts are covered by this rule.

A drawing was conducted by the Democratic Party of Virginia Executive Director on April 1, 2015 to allocate gender in districts with odd numbered delegates. The results of the drawing have been incorporated into this plan.

- c. Alternates apportioned to each district shall be elected using similar procedures to ensure an equally divided delegation:
- (i) In congressional districts with an odd-numbered delegate, the gender of the alternate shall be opposite that of the odd delegate selected, notwithstanding that the selected alternate may not be the next highest vote-getter in the election process.
  - (ii) The gender of the alternate in congressional districts with an even number of delegates was determined by a drawing of lots using the same procedures used in selecting the gender of the odd-numbered delegates, as set out above.

8. Congressional district chairs must certify in writing to the State Party Chair the election of the district-level National Convention delegates and alternates within 24 hours of their election. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee (DNC) the election of the state's district-level delegates and alternates to the Democratic National Convention within ten (10) days after their election. (Rule 8.C. & Call, IV.A.; Reg. 5.3.A.)

## **C. STATE CONVENTION**

1. The State Convention shall be held on Saturday, June 4, 11, or 18, 2016 for the purpose of electing at-large delegates and alternates, pledged Party Leader and Elected Official delegates, as well as two at-large Democratic Electors and four

members of the DNC, and to conduct any other business required by the Party Plan or the Call to the Convention. The Convention shall be held at a location selected by the State Central Committee upon the recommendation of the State Party Chair and a Site Selection Committee chosen by the State Party Chair. The State Central Committee shall issue a Call to the State Convention by not later than March 5, 2016.

2. Statements of candidacy for delegate candidates seeking to be elected at the State Convention shall specify whether the person is filing as a candidate for pledged Party Leader and Elected Official or at-large delegate.

#### **D. UNPLEDGED DELEGATES**

1. Unpledged Party Leaders and Elected Officials
  - a. The following categories (if applicable) shall constitute the Unpledged Party Leaders and Elected Official delegate positions:
    - (i) Members of the DNC who legally reside in Virginia; (Rule 9.A.(1), Call, I.F., J., K., & Reg. 4.13.)
    - (ii) Democratic President and Democratic Vice President (if applicable); (Rule 9.A.2, Call I.G)
    - (iii) All of Virginia's Democratic Members of the U.S. House of Representatives and the U.S. Senate; (Rule 9.A.(3), Call I.H. & J.)
    - (iv) The Democratic Governor (if applicable); (Rule 9.A.(4), Call I.H. & J.)
    - (v) "Distinguished Party Leader" delegates who legally reside in Virginia. Persons who qualify as "Distinguished Party Leader" delegates are: all former Democratic Presidents or Vice Presidents, all former Democratic Leaders of the U.S. Senate, all former Democratic Speakers of the U.S. House of Representatives and Democratic Minority Leaders, as applicable, and all former Chairs of the DNC. (Rule 9.A.(5), Call I.G., and Reg. 4.13.)
  - b. The certification process for the Unpledged Party Leader and Elected Official ("PLEO") delegates is as follows:
    - (i) Not later than March 1, 2016, the Secretary of the DNC shall officially confirm to the State Democratic Chair the names of the unpledged delegates who legally reside in Virginia. (Rule 9.A.)
    - (ii) Official confirmation by the Secretary shall constitute verification of the unpledged delegates from the categories indicated above. (Call, IV.B.1.)

- (iii) The State Democratic Chair shall certify in writing to the Secretary of the DNC the presidential preference of state's unpledged delegates 10 days after the completion of the State's Delegate Selection Process. (Call, IV.B)

**E. PLEDGED PARTY LEADER AND ELECTED OFFICIAL (PLEO) DELEGATES**

1. Virginia is allotted twelve (12) pledged PLEO delegates. (Call, I.D. & E. & Appendix B.)
2. Pledged PLEO Delegate Filing Requirements
  - a. Individuals shall be eligible for the pledged PLEO delegate positions according to the following priority: Big city mayors and state-wide elected officials (to be given equal consideration); state legislative leaders; state legislators; and other state, county and local elected officials and party leaders. (Rule 9.B.(1) & Reg. 4.15.)
  - b. An individual can qualify as a candidate for a position as a pledged PLEO delegate by filing a statement of candidacy by May 25, 2016, at 5:00 p.m., with the State Democratic Party. (Rules 9.B.(3), & 14.G., Reg. 4.16.)
  - c. If persons eligible for pledged PLEO delegate positions have not already made known their presidential preference as candidates for district-level or at-large delegate positions, their preference shall be ascertained through the following alternative procedure: The statement of candidacy filed by PLEO candidates shall include a signed pledge of support for a presidential candidate. (Rule 9.B.(3) & Reg. 4.16.)
3. Presidential Candidate Right of Review
  - a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than May 26, 2016, at 5:00 p.m. a list of all persons who have filed for a party and elected official delegate pledged to that presidential candidate. (Rules 9.B.(3) & 12.D.)
  - b. Each presidential candidate, or that candidate's authorized representative(s), must file with the State Democratic Chair, by June 2, 2016, at 5:00 p.m., a list of all such candidates he or she has approved, as long as approval is given to at least two (2) names for every position to which the presidential candidate is entitled. (Rule 12.E.(2) & Reg. 4.23.)
  - c. Failure to respond will be deemed approval of all delegate candidates submitted to the presidential candidate unless the presidential candidate or the authorized representative(s) signifies otherwise in writing to the State Democratic Chair not later than June 2, 2016, at 5:00 p.m.

- d. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate has used their best efforts to ensure that their respective pledged PLEO delegate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days of returning the list of approved pledged PLEO candidates as indicated in Section III.E.3.b. of this Plan.
4. Selection of Pledged PLEO Delegates
    - a. The pledged PLEO positions shall be allocated among presidential preferences on the same basis as the at-large delegates. (Rule 9.B(2), 10.C., 13.E. & F.)
    - b. Selection of the pledged PLEO delegates will occur at the June 4, 11, or 18, 2016 State Convention, which is after the election of district-level delegates and alternates and prior to the selection of at-large delegates and alternates. (Rule 9.B.) Persons may file for both pledged PLEO and at-large delegate positions at the same time.
    - c. Pledged PLEO delegates will be selected by delegates to the State Convention. (Rule 9.C.)
  5. Alternates are not selected at the PLEO level. These alternates are combined with the at-large alternates and selected as one unit.
  6. The State Democratic Chair shall certify in writing to the Secretary of the DNC the election of the state's pledged PLEO delegates to the Democratic National Convention within ten (10) days after their election. (Rule 8.D. & Call, IV.A.)

#### **F. AT-LARGE DELEGATES AND ALTERNATES**

1. Virginia is allotted twenty one (21) at-large delegates and has determined to elect one (1) at-large alternate. (Rule 8.C., Call, I.B., II and Appendix B.)
2. At-Large Delegate and Alternate Filing Requirements
  - a. Persons desiring to seek at-large delegate or alternate positions may file a statement of candidacy designating their presidential preference and a signed pledge of support for the presidential candidates with the State Party by May 25, 2016, at 5:00 p.m. Persons who file for at-large delegate or alternate positions may file for PLEO positions at the same time. (Rules 12.B. & 14.G.; Regs. 4.21. & 4.27.)
  - b. The statement of candidacy for at-large delegates and for at-large alternates will be the same. After the at-large delegates are elected by the State Convention, those persons not chosen will then be considered

candidates for at-large alternate positions unless they specify otherwise when filing. (Rule 18.A.)

3. Presidential Candidate Right of Review

- a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than May 26, 2016, a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rule 12.D.) (Reg. 4.22. & 4.27.)
- b. At the State Convention, each presidential candidate, or that candidate's authorized representative(s), must file with the State Party Chair, within 30 minutes after the selection of PLEO delegates, a list of all such candidates he or she has approved, provided that, at a minimum, two (2) names remain for every National Convention delegate or alternate position to which the presidential candidate is entitled. (Rule 12.E.(2) & Reg. 4.23.)
- c. Failure to respond will be deemed approval of all delegate candidates submitted to the presidential candidate unless the presidential candidate or the authorized representative(s) signifies otherwise in writing to the State Democratic Chair not later than June 2, 2016.
- d. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate has used their best efforts to ensure that their respective at-large delegate candidates and at-large alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days of returning the list of approved at-large delegate candidates and at-large alternate candidates as indicated in section III.F.3.b. of this Plan.

4. Fair Reflection of Presidential Preference

- a. At-large delegate and alternate positions shall be allocated among presidential preferences according to the state-wide primary vote. (Rule 10.C.)
- b. Preferences which have not attained a 15% threshold on a state-wide basis shall not be entitled to any at-large delegates. (Rule 13.E.)
- c. If no presidential preference reaches a 15% threshold, the threshold shall be the percentage of the statewide vote received by the front-runner, minus 10%. (Rule 13.F.)
- d. If a presidential candidate is no longer a candidate at the time of selection of the at-large delegates, then those at-large slots that would have been

allocated to the candidate will be proportionally divided among the remaining preferences entitled to an allocation. (Rule 10.C.)

- e. If a given presidential preference is entitled to one or more delegate positions but would not otherwise be entitled to an alternate position, that preference shall be allotted one at-large alternate position. (Rule 18.B., Call, I.J. & Reg. 4.30.& 4.33.)

5. Selection of At-Large Delegates and Alternates

- a. The selection of the at-large delegates and alternates will occur at the State Convention on June 4, 11, or 18, 2016, at a time after the pledged PLEO delegates have been selected. (Rule 8.D. & 10.B., Call, III.)
- b. Priority of Consideration
  - (i) In the selection of the at-large delegation priority of consideration shall be given to African-Americans, Hispanics, Native-Americans, Asian Americans and Pacific Islanders, and women. (Rule 6.A.) Further, the elected At-Large delegates will reflect the affirmative action considerations above to balance the Unpledged PLEO delegates.
  - (ii) To continue the Democratic Party's ongoing efforts to include groups historically under-represented in the Democratic Party's affairs and to assist in the achievement of full participation by these groups, priority of consideration shall be given other groups by virtue of race/ethnicity, age, sexual orientation, or disability. (Rules 5.C., 6.A.(3), & Reg. 4.7.)
  - (iii) The election of at-large delegates and alternates shall be used, if necessary, to achieve the equal division of positions between men and women, and may be used to achieve the representation goals established in the Affirmative Action section of this Plan. (Rule 6.A. & 6.C.)
    - (a) The genders of the automatic unpledged PLEO delegates shall be balanced through the election of at-large delegates. The at-large alternate shall be male.
  - (iv) Delegates and alternates are to be considered separate groups for this purpose. (Rules 6.A.(3), 10.A. & Regs. 4.8 & 4.19.)
- c. The State Democratic Chair shall certify in writing to the Secretary of the DNC the election of the state's at-large delegates and alternates to the Democratic National Convention within ten (10) days after their election. (Rule 8.C. & Call, IV.A.)

**G. REPLACEMENT OF DELEGATES AND ALTERNATES**

1. A pledged delegate or alternate may be replaced according to the following guidelines:
  - a. Permanent Replacement of a Delegate (Rule 18.D.(2))
    - (i) A permanent replacement occurs when a delegate resigns or dies prior to or during the national convention and the alternate replaces the delegate for the remainder of the National Convention.
    - (ii) Any alternate permanently replacing a delegate shall be of the same presidential preference and sex of the delegate he/she replaces, and to the extent possible shall be from the same political subdivision within the state as the delegate.
      - (1) In the case where the presidential candidate has only one alternate, that alternate shall become the certified delegate.
      - (2) If a presidential candidate has only one alternate, and that alternate permanently replaces a delegate of the opposite sex, thereby causing the delegation to no longer be equally divided, the delegation shall not be considered in violation of Rule 6.C. In such a case, notwithstanding Rule 18.D.(2), the State Party Committee shall, at the time of a subsequent permanent replacement, replace a delegate with a person of the opposite sex in order to return the delegation to equal division of men and women. (Reg. 4.32.)
  - b. Temporary Replacement of a Delegate (Rule 18.D.(3))
    - (i) A temporary replacement occurs when a delegate is to be absent for a limited period of time during the convention and an alternate temporarily acts in the delegate's place.
    - (ii) Any alternate who temporarily replaces a delegate must be of the same presidential preference as the delegate he/she replaces and, to the extent possible, shall be of the same sex and from the same political subdivision within the state as the delegate.
  - c. Permanent and temporary replacements of delegates shall be chosen from among the alternates by the delegate or the delegation. (Rule 18.D.(1))
  - d. Certification of Replacements
    - (i) Any alternate who permanently replaces a delegate shall be certified in writing to the Secretary of the DNC by the State Democratic Chair. (Rule 18.D.3.)

- (ii) Permanent replacement of a delegate (as specified above) by an alternate and replacement of a vacant alternate position shall be certified in writing by the State Democratic Chair to the Secretary of the DNC within three (3) days after the replacement is selected. (Call, IV.D.1.)
    - (iii) Certification of permanent replacements will be accepted by the Secretary of the DNC up to 48 hours before the first official session of the Convention is scheduled to convene. (Call, IV.D.1. & Reg. 4.32.)
    - (iv) In the case where a pledged delegate is permanently replaced after 48 hours before the time the first session is scheduled to convene or, in the case where a pledged delegate is not on the floor of the Convention Hall at the time a roll call vote is taken, an alternate may be designated (as specified above) to cast the delegate's vote. In such case, the Delegation Chair shall indicate the name of the alternate casting the respective delegate's vote on the delegation tally sheet. (Call, VIII.F.3.d., VIII.F.3.b. & Reg. 5.6.)
  - e. A vacant alternate position shall be filled by the delegation. The replacement shall be of the same presidential preference, of the same sex and, to the extent possible, from the same political subdivision as the alternate being replaced. (Rule 18.E.)
- 2. Unpledged delegates shall not be entitled to a replacement, nor shall the state be entitled to a replacement, except under the following circumstances: (Rule 18.E. & Reg. 4.33.)
  - a. Members of Congress and the Democratic Governor shall not be entitled to name a replacement. In the event of changes or vacancies in the state's Congressional Delegation, following the official confirmation and prior to the commencement of the National Convention, the DNC Secretary shall recognize only such changes as have been officially recognized by the Democratic Caucus of the U.S. House of Representatives or the Democratic Conference of the U.S. Senate. In the event of a change or vacancy in the state's office of Governor, the DNC shall recognize only such changes as have been officially recognized by the Democratic Governors' Association. (Call, IV.D.2.a.)
  - b. Members of the Democratic National Committee shall not be entitled to a replacement, nor shall the state be entitled to a replacement, except in the case of death of such delegates. In the case where the state's DNC membership changes following the DNC Secretary's official confirmation, but prior to the commencement of the 2016 Democratic National Convention, acknowledgment by the Secretary of the new DNC member

certification shall constitute verification of the corresponding change of unpledged delegates. (Call, IV.D.2.b.)

- c. Unpledged distinguished Party Leader delegates allocated to the state pursuant to Rule 9.A.(5), shall not be entitled to name a replacement, nor shall the state be entitled to name a replacement. (Call, IV.D.2.c.)
- d. In no case may an alternate cast a vote for an unpledged delegate. (Call, VIII.F.3.d.)

## **SECTION IV**

### **CONVENTION STANDING COMMITTEE MEMBERS**

#### **A. INTRODUCTION**

1. Virginia has been allocated four (4) member(s) on each of the three (3) standing committees for the 2016 Democratic National Convention (Credentials, Platform and Rules), for a total of twelve members. (Call, VII.A. & Appendix D.)
2. Members of the Convention Standing Committees need not be delegates or alternates to the 2016 Democratic National Convention. (Call, VII.A.3.)
3. These members will be selected in accordance with the procedures indicated below. (Rule 1.G.)

#### **B. STANDING COMMITTEE MEMBERS**

1. Selection Meeting
  - a. The members of the standing committees shall be elected by a quorum of Virginia's National Convention delegates, at a meeting to be held on June 4, 11, or 18, 2016 (following the convention). (Call, VII.B.1.)
  - b. All members of the delegation shall receive adequate notice of the time, date and place of the meeting to select the standing committee members. (Call, VII.B.1.)
2. Allocation of Members
  - a. The members of the standing committees allocated to Virginia shall proportionately represent the presidential preference of all candidates receiving the threshold percentage used in the state's delegation to calculate the at-large apportionment pursuant to Rule 13.E. of the Delegate Selection Rules. (Call, VII.C.1. & Reg. 5.8.)
  - b. The presidential preference of each candidate receiving the applicable percentage or more within the delegation shall be multiplied by the total

number of standing committee positions allocated to Virginia. If the result of such multiplication does not equal 0.455 or above, the presidential preference in question is not entitled to representation on the standing committee. If the result of such multiplication is 0.455 but less than 1.455, the presidential preference is entitled to one (1) position. Those preferences securing more than 1.455 but less than 2.455 are entitled to two (2) positions, etc. (Call, VII.C.2.)

- c. Where the application of this formula results in the total allocation exceeding the total number of committee positions, the presidential candidate whose original figure of representation is farthest from its eventual rounded-off total shall be denied that one (1) additional position. Where the application of this formula results in the total allocation falling short of the total number of committee positions, the presidential candidate whose original figure of representation is closest to the next rounding level shall be allotted an additional committee position. (Call, VII.C.3.)
- d. Standing committee positions allocated to a presidential candidate shall be proportionately allocated, to the extent practicable, to each of the three (3) standing committees. When such allocation results in an unequal distribution of standing committee positions by candidate preference, a drawing shall be conducted to distribute the additional positions. (Call, VII.C.4.)

### 3. Presidential Candidate Right of Review

- a. Each presidential candidate, or that candidate's authorized representative(s), shall be given adequate notice of the date, time and location of the meeting of the state's delegation authorized to elect standing committee members. (Call, VII.D.1.)
- b. Each presidential candidate, or that candidate's authorized representative(s), must submit to the State Democratic Chair, by June 2, 2016 at 5:00 p.m., a minimum of one (1) name for each slot awarded to that candidate for members of each committee. The delegation shall select the standing committee members submitted by the presidential candidates. Presidential candidates shall not be required to submit the name of more than one person for each slot awarded to such candidate for members of standing committees. (Call, VII.D.2.)

### 4. Selection Procedure to Achieve Equal Division

- a. Presidential candidates shall use their best efforts to ensure that their respective delegation of standing committee members shall achieve Virginia's affirmative action goals and that their respective members are equally divided between men and women. (Rule 6.I. & Reg. 4.9.)

- b. Each position on each standing committee shall be assigned by gender. For example, the first position on the Credentials Committee of the presidential candidate with the most standing committee positions shall be designated for one gender, the second position for the opposite gender, and the remaining positions shall be designated in like fashion, alternating between males and females. Positions for presidential candidates on each committee shall be ranked according to the total number of standing positions allocated to each such candidate. After positions on the Credentials Committee are designated by sex, the designation shall continue with the Platform Committee, then the Rules Committee.
  - (i) A separate election shall be conducted for membership on each standing committee.
  - (ii) The membership of the standing committees shall be as equally divided as possible under the state allocation; if the number is even, the membership shall be equally divided between men and women; if the number is odd, the variance between men and women may not exceed one (1), and the advantaged gender must not remain constant for the three (3) standing committees. (Call, VII.E.1.)
  - (iii) The positions allocated to each presidential candidate on each committee shall be voted on separately, and the winners shall be the highest vote-getter(s) of the appropriate sex.

#### 5. Certification and Substitution

- a. The State Democratic Chair shall certify the standing committee members in writing to the Secretary of the DNC within three (3) days after their selection (by June 6, 2016 for June 4 convention, by June 13, 2016 for June 11 convention, and June 20, 2016 for June 18 convention. (Call, VII.B.3.)
- b. No substitutions will be permitted in the case of standing committee members, except in the case of resignation or death. Substitutions must be made in accordance with the rules and the election procedures specified in this section, and must be certified in writing to the Secretary of the DNC within three (3) days after the substitute member is selected. (Call, VII.B.4.)

### SECTION V

#### THE DELEGATION

- A. Virginia will select one (1) person to serve as Delegation Chair and three (3) persons to serve as Convention Pages. (Call, IV.E.,F.1. & Appendix C.)

**B. DELEGATION CHAIR**

1. Selection Meeting
  - a. The Delegation Chair shall be selected by a quorum of the state's National Convention Delegates, at a meeting to be held on June 4, 11, or 18, 2016 (at convention) following the adjournment of the convention. (Call, IV.E.)
  - b. All members of the delegation shall receive timely notice of the time, date and place of the meeting to select the Delegation Chair. (Rule 3.C.)
2. The State Democratic Chair shall certify the Delegation Chair in writing to the Secretary of the DNC within three (3) days after his or her selection (by June 7, 14, or 21, 2016). (Call, IV.E.)

**C. CONVENTION PAGES**

1. Three (3) individuals will be selected to serve as Virginia's Convention Pages by the State Democratic Chair in consultation with the members of the DNC from the state. This selection will take place on June 6, 13, or 20, 2016, following the convention. (Call, IV.F.3., Appendix C & Reg. 5.6.)
2. The Convention Pages shall be as evenly divided between men and women as possible under the state allocation and shall reflect, as much as possible, the Affirmative Action guidelines in the Affirmative Action Plan. (Reg. 5.7.A.)
3. The State Democratic Chair shall certify the individuals to serve as Virginia's Convention Pages in writing to the Secretary of the DNC within three (3) days after the selection (by June 6, 13, or 20, 2016). (Call, IV.F.3. & Reg. 5.7.B.)

**SECTION VI****GENERAL PROVISIONS AND PROCEDURAL GUARANTEES**

- A. The Democratic Party of Virginia reaffirms its commitment to an open party by incorporating the 'six basic elements' as listed below. These provisions demonstrate the intention of the Democratic Party to ensure a full opportunity for all minority group members to participate in the delegate selection process. (Rules 4.A. & C.)
  1. All public meetings at all levels of the Democratic Party in Virginia should be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status, gender identity, or disability (hereinafter collectively referred to as "status"). (Rule 4.B.(1))
  2. No test for membership in, nor any oaths of loyalty to the Democratic Party in Virginia should be required or used which has the effect of requiring prospective

- or current members of the Democratic Party to acquiesce in, condone or support discrimination based on “status.” (Rule 4.B.(2))
3. The time and place for all public meetings of the Democratic Party in Virginia on all levels should be publicized fully and in such manner as to assure timely notice to all interested persons. Such meetings must be held in places accessible to all Party members and large enough to accommodate all interested persons. (Rule 4.B.(3))
  4. The Democratic Party in Virginia, on all levels, should support the broadest possible registration without discrimination based on “status.” (Rule 4.B.(4))
  5. The Democratic Party in Virginia should publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of Democratic Party officers and representatives on all levels. Publication of these procedures should be done in such fashion that all prospective and current members of each State Democratic Party will be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure at all levels of the Democratic Party organization. (Rule 4.B.(5))
  6. The Democratic Party in Virginia should publicize fully and in such a manner as to assure notice to all interested parties, a complete description of the legal and practical qualifications of all positions as officers and representatives of the State Democratic Party. Such publication should be done in a timely fashion so that all prospective candidates or applicants for any elected or appointed position within each State Democratic Party will have full and adequate opportunity to compete for office. (Rule 4.B.(6))
- B. Discrimination on the basis of “status” in the conduct of Democratic Party affairs is prohibited. (Rule 5.B.)
- C. Virginia’s delegation shall be equally divided between delegate men and delegate women, and alternate men and alternate women. Such goal applies to the entire delegation, which includes all pledged delegates and alternates and all unpledged delegates. Delegates and alternates shall be considered separate groups for purposes of achieving equal division. (Rule 6.C.)
- D. All delegate and alternate candidates must be identified as to presidential preference at all levels which determine presidential preference. (Rule 12.A.) Moreover, delegate and alternate candidates may state a preference for only one presidential candidate at a time. (Rule 12.A)
- E. No delegate at any level of the delegate selection process shall be mandated by law or Party rules to vote contrary to that person’s presidential choice as expressed at the time the delegate is elected. (Rule 12.I.)

- F. Delegates elected to the national convention pledged to a presidential candidate shall in all good conscience reflect the sentiments of those who elected them. (Rule 12.J.)
- G. All delegates, alternates and standing committee members must be bona fide Democrats who have the interests, welfare and success of the Democratic Party of the United States at heart, who subscribe to the substance, intent and principles of the Charter and Bylaws of the Democratic Party of the United States, and who will participate in the Convention in good faith. (Rule 12.H. & Reg. 4.25.)
- H. Forty percent (40%) of the members of any Party body above the first level of the delegate selection process shall constitute a quorum for any business pertaining to the selection of National Convention delegates, alternates, standing committee members, and other official Convention participants. (Rule 15)
- I. Proxy voting is prohibited in all matters and at all levels of the delegate selection process. (Rule 16 & Reg. 4.29.)
- J. The unit rule, or any rule or practice whereby all members of a Party unit or delegation may be required to cast their votes in accordance with the will of a majority of the body, shall not be used at any stage of the delegate selection process. (Rule 17.A.)
- K. Any individual or group of Democrats may sponsor or endorse a slate of candidates for convention delegates. But no slate may, by virtue of such endorsement, receive a preferential place on a delegate selection ballot or be publicly identified on the ballot as the official Democratic Party organization slate, and all slates must meet identical qualifying requirements for appearing on a ballot at all levels of the delegate selection process. (Rule 17.B.)
- L. All steps in the delegate selection process, including the filing of presidential candidates, must take place within the calendar year of the Democratic National Convention, except with respect to the implementation of the Affirmative Action Plan, and except as provided by waiver from the RBC. (Rules 1.F. & 11.B.)
- M. In electing and certifying delegates and alternates to the 2016 Democratic National Convention, Virginia thereby undertakes to assure all Democratic voters in the state full, timely and equal opportunity to participate in the delegate selection process and in all Party affairs and to implement affirmative action programs toward that end, and that the delegates and alternates to the Convention shall be selected in accordance with the Delegate Selection Rules for the 2016 Democratic National Convention, and that the voters in the state will have the opportunity to cast their election ballots for the Presidential and Vice Presidential nominees selected by said Convention, and for electors pledged formally and in good conscience to the election of these Presidential and Vice Presidential nominees, under the label and designation of the Democratic Party of the United States, and that the delegates certified will not publicly support or campaign for any candidate for President or Vice President other than the nominees for the Democratic National Convention. (Call, II.B.)
- N. A coin toss shall decide any tie vote.

- O. Democratic Party State Headquarters is located at: 1710 East Franklin Street, Richmond, VA 23223 (Phone: 804-644-1966 or 800-322-1144; Facsimile: 804-343-3642).

## SECTION VII

### AFFIRMATIVE ACTION, OUTREACH AND INCLUSION PLAN

#### A. STATEMENT OF PURPOSE AND ORGANIZATION

##### 1. Purpose and Objectives

- a. To ensure that the Democratic Party at all levels is an open Party that includes rather than excludes people from participation, Virginia hereby adopts a program of effective affirmative action. (Rule 5.A.)
- b. All public meetings at all levels of the Democratic Party in Virginia should be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status or disability (hereinafter collectively referred to as “status”). (Rule 4.B.(1))
- c. Discrimination on the basis of “status” in the conduct of Democratic Party affairs is prohibited. (Rule 5.B.)
- d. Consistent with the Democratic Party’s commitment to including groups who have been historically under-represented in the Democratic Party’s affairs, by virtue of race/ethnicity, age, sexual orientation, or disability, the Democratic Party of Virginia has developed Party outreach programs. Such programs include recruitment, education, and training in order to achieve full participation by such groups and diversity in the delegate selection process and at all levels of Party affairs for 2016. (Rule 5.C & Reg. 4.7.) These programs are intended to reach out to Virginia’s various Democratic constituencies, including groups such as African-Americans, Hispanics, Native-Americans, Asian/Pacific-Americans, women, ethnics, youth, persons over 65 years of age, veterans, the lesbian, gay, bisexual, and transgender community (“LGBT”), workers, persons with a high school education or less, persons with disabilities, and persons of low and moderate income, to heighten the awareness of these groups and the Democratic Party’s desire to have them fully participate.
- e. To encourage full participation by all Democrats in the delegate selection process and in all Party affairs, the Virginia Democratic Party has adopted and will implement programs with specific goals and timetables for African-Americans, Hispanics, Native Americans, Asian Americans and Pacific Islanders, and women. (Rule 6.A. & Rule 7)
  - (i) The goal of the programs shall be to encourage participation in the delegate selection process and in Party organizations at all levels

by the aforementioned groups as indicated by their presence in the Democratic electorate. (Rule 6.A.(1))

- f. This goal shall not be accomplished either directly or indirectly by the Party's imposition of mandatory quotas at any level of the delegate selection process or in any other Party affairs. (Rule 6.A.(2)) The Parties should adopt numerical goals for inclusion programs for the LGBT community, people with disabilities, and youth in particular.
  - (1) For the delegate selection process, "Youth" is defined as any participant 36 years old and younger.
  - (2) For the delegate selection process, individuals identifying as Native Americans should provide their tribal affiliation and indicate if they are enrolled in a tribe.
- g. To achieve full participation of other groups that may be under-represented in Party affairs, including members of the LGBT community, people with disabilities, and youth, the Democratic Party of Virginia has adopted and will implement Inclusion Programs. (Rule 7)
- h. The Democratic Party of Virginia shall use its outreach efforts to encourage all Virginia Democrats to vote in the Democratic Presidential Primary.

## 2. Organizational Structure

- a. An Affirmative Action Committee was appointed by the State Democratic Chair by March 9, 2015, pursuant to approval by RBC staff. (Rule 6.F.)
- b. The State Democratic Chair has certified in writing to the Rules and Bylaws Committee of the Democratic National Committee the compliance of the State's Affirmative Action Committee with Rules 5.C, 6.A and 7, and submitted the names, demographic data and contact information no later than 15 days after their appointment. (Reg. 2.2.K)
- c. The Committee shall consist of members from each Congressional district representing the Democratic constituency groups set forth in the Introduction to the Affirmative Action Plan. *See* Affirmative Action Plan Exhibit A (listing the members of the Affirmative Action Committee and identifying each member's relevant demographic ("status") information).
- d. The Affirmative Action Committee shall be responsible for:
  - (i) Reviewing the proposed Delegate Selection and Affirmative Action Plans and making recommendations to the State Democratic Chair and State Vice Chair for Outreach.

- (ii) Reviewing the proposed Inclusion Programs and making recommendations to the State Democratic Chair and State Vice Chair for Outreach.
  - (iii) Directing the implementation of all requirements of the Affirmative Action section of this Plan.
  - (iv) Implementing a financial assistance program for delegates and alternates. (Rule 6.G.)
  - (v) Ensuring, on behalf of the State Party Committee, that district lines used in the delegate selection process are not gerrymandered to discriminate against African-Americans, Hispanics, Native Americans, Asian Americans and Pacific Islanders, and women. (Rule 6.E.)
- e. Financial and staff support for the Affirmative Action Committee shall be provided by the State Party Committee to the greatest extent feasible, including, but not limited to, making available on a priority basis the State Party staff and volunteers and covering all reasonable costs incurred in carrying out this Plan.
3. Implementation of the Affirmative Action Plan shall begin not later than September 16, 2015, with the distribution of the press kits, and will continue through the end of the delegate selection process. (Rule 1.F.)

**B. EFFORTS TO EDUCATE ON THE DELEGATE SELECTION PROCESS**

1. Well-publicized educational workshops will be conducted in each of the congressional districts beginning in September 2015. These workshops will be designed to encourage participation in the delegate selection process, including apprising potential delegate candidates of the availability of financial assistance. These workshops will be held in places that are easily accessible to persons with disabilities. The times, dates, places and rules for the conduct of all education workshops, meetings and other events involved in the delegate selection process shall be effectively publicized by the party organization and include mailings to various organizations representative of the Democratic voting populace. (Rules 3.A., 3.C. & 3.D.)
2. The workshops will also be presented through “Webinars” and information concerning the delegate selection process shall be made available through the Democratic Party of Virginia website ([www.vademocrats.org](http://www.vademocrats.org)) as well as other electronic means.
3. A speakers’ bureau of volunteers from the State Party and the Affirmative Action Committee comprised of individuals who are fully familiar with the process will be organized to appear before groups as needed to provide information concerning the process.

4. The State Party's education efforts will include outreach to community leaders within the Democratic Party's constituencies and making sure that information about the delegate selection process is available to Democratic clubs and Party caucuses representing specific constituencies.
5. The State Party will publish and make available at no cost: A clear and concise explanation of how Democratic voters can participate in the delegate selection process; an explanation of how, where and when persons can register to vote; and delegate district maps. As well, the State Party shall also make available copies of the State Party Rules, the Delegate Selection Plan (and its attachments), the Affirmative Action Plan, and relevant state statutes at no cost. Such materials will also be available at the State Party website. Copies of documents related to the state's delegate selection process will be prepared and the Affirmative Action Committee will distribute them in the various delegate districts not later than September 16, 2015. (Rule 1.H.)
6. The State Party shall take all feasible steps to encourage persons to register and to vote as Democrats and will seek to ensure simple and easy registration procedures. (Rule 2.C.)

**C. EFFORTS TO PUBLICIZE THE DELEGATE SELECTION PROCESS**

1. The Party shall direct special attention to publicizing the delegate selection process in the state. Such publicity shall include information on eligibility to vote and how to become a candidate for delegate, the time and location of each stage of the delegate selection process and where to get additional information. The foregoing information will also be published in the State Party communications and on the State Party's website. Party organization, official, candidate, or member calling a meeting or scheduling an event shall effectively publicize the role that such meeting or event plays in the selection of delegates and alternates to the Democratic National Convention. (Rules 3.A, 3.C. and 3.D.)
2. Newspapers, radio and television, and electronic media will be utilized to inform the general public how, when and where to participate in the delegate selection process. Specifically, this information should provide details as to how to qualify to run as a delegate candidate. Special effort shall be directed to the major daily newspapers, radio and television stations by the State Democratic Chair, Affirmative Action Committee members and staff. Regular releases during the delegate selection process to all other media sources, weekly newspapers, wire services, and internet web sites should complete timely coverage. *See Exhibit B* (listing of the media outlets to receive this information). (Rules 4.B.3 & 6.D.)
3. A priority effort shall be directed at publicity among the Democratic Party's constituencies.
  - a. Information about the delegate selection process will be provided to minority newspapers, radio stations, and internet web sites that reach

- Native Americans, Asian Americans and Pacific Islanders, ethnic groups, people who speak Spanish or other non-English languages, and women, students, gays and lesbians, people with disabilities, and any other specialty media in the state that is likely to reach the Democratic constituency groups set forth in the Introduction of this Affirmative Action Plan.
- b. The State Party shall be responsible for the implementation of this publicity effort. *See* Affirmative Action Plan Exhibit B, Part 3 (“Constituency and Specialty Media Outlets and Targeted Groups”). For purposes of providing adequate notice of the delegate selection process, the times, dates, places and rules for the conduct of the Presidential Primary and the city and county caucuses or conventions shall be effectively publicized, bilingually where necessary, to encourage the participation of minority groups. (Rule 6.D.)
4. Not later than September 16, 2015 a press kit shall be made and provided to each daily and weekly newspaper as well as to the electronic media. The press kit will include:
    - a. A summary of all pertinent rules related to the state’s delegate selection process;
    - b. A map of delegate districts and how many delegates will be elected within each district;
    - c. A summary explaining the operation and importance of the 2016 Convention; and
    - d. Materials designed to encourage participation by prospective delegate candidates.

#### **D. REPRESENTATION GOALS**

The State Party has estimated the demographic composition of African-Americans, Hispanics, Native-Americans, and Asian/Pacific-Americans in Virginia’s Democratic electorate. These constituency percentages shall be established as goals for representation in Virginia’s convention delegation. (Rule 6.A.) The method for conducting the study of the demographic composition of Virginia’s Democratic electorate is detailed in Affirmative Action Plan Exhibit C.2.

## Exhibit C.2.

	African-Americans	Hispanic Americans	Asian-Americans & Pacific Islanders	Native Americans
% in Democratic Electorate	34.3%	5.8%	5.1%	.03%
Numeric Goals for Delegates	38	6	6	0
Numeric Goals for Alternates	3	1	0	0

1. Although Native Americans do not have a numerical targeted goal, the Democratic Party is committed to full inclusion of Native Americans and will seek to elect at least one Native American delegate or alternate. The Party will also encourage the election of delegates and alternates belonging to the groups identified in Section VII.A.1.d.
2. The State Party has determined the demographic composition of members of the LGBT community, people with disabilities, and youth in the state's Democratic electorate and furthermore, the State Party has chosen to establish these percentages as goals for the representation in the state's convention delegation.
3. When selecting the at-large portion of the delegation, the demographic composition of the other delegates (district-level, pledged PLEO, and unpledged PLEO) shall be compared with the State Party's goals to achieve an at-large selection process that helps to bring about a representative balance.
4. Use of the at-large delegation to achieve the affirmative action goals established by this Plan does not obviate the need for the State Party to conduct outreach activities such as recruitment, education, and training to obtain diversity at the congressional district level. (Rule 6.A.(3))

**E. OBLIGATIONS OF PRESIDENTIAL CANDIDATES TO MAXIMIZE PARTICIPATION**

1. Presidential candidates shall assist the Democratic Party of Virginia in meeting the demographic representation goals reflected in the Affirmative Action Plan. (Rule 6.H.)
2. Each presidential candidate must submit a written statement to the State Democratic Chair by October 1, 2015 which indicates the specific steps he or she

will take to encourage full participation in Virginia's delegate selection process, including, but not limited to, procedures by which persons may file as candidates for delegate or alternate. (Rule 6.H.(1))

3. Each presidential candidate must submit demographic information with respect to all candidates for delegate and alternate pledged to them. Such information shall be submitted in conjunction with the list of names approved for consideration as delegate and alternate candidates pledged to the presidential candidate. (Rule 6.H.2)
4. Presidential candidates shall use their best effort to ensure that their respective delegations within the state's delegate, alternate and standing committee delegations shall achieve the affirmative action goals reflected in the Affirmative Action Plan and that the respective delegations of each presidential candidate shall be equally divided between men and women. Furthermore, presidential candidates shall use their best efforts at the district level to approve delegate and alternate candidates who meet applicable equal division and affirmative action considerations in order to achieve the affirmative action goals and equal division for their respective delegations. (Rule 6.I. & Reg. 4.9.)

#### **F. INCLUSION PROGRAMS**

1. To achieve full participation of other groups that may be under-represented in Party affairs, including members of the LGBT community, people with disabilities, and youth, the Democratic Party of Virginia has adopted and will implement Inclusion Programs.
2. The State Party has taken reasonable steps to determine the composition of members of the LGBT community, people with disabilities, and youth in the State's Democratic electorate. Such steps have included analysis of census and other demographic data and consultation with party groups that represent these constituencies. As reflected in Affirmative Action Plan C.2.5, the Party has concluded that youth (ages 18-35) comprise approximately 13.20% of Virginia's Democratic electorate (which would result in a goal of 15 members of the delegation). Based on information developed in 2012, the LGBT community is estimated to comprise approximately 6-7% of Virginia's Democratic electorate (which would result in a goal of 7 members of the delegation). Based on information considered in connection with preparation of the 2012 plan, persons with disabilities comprised approximately 15% of Virginia's electorate; after consultation with members of this community, it was determined to set a goal of 5% (which would result in a goal of 6 members of the delegation). The numbers set forth in this section are to be considered representational goals for these groups.
3. In securing this level of full participation, the State Party will conduct the education and publicity outreach efforts outlined in Sections B and C of this Section, respectively. Specifically, the State Party will provide information and

training to Democratic organizations such as the Virginia Young Democrats the Democratic Party of Virginia LGBT Caucus, the Democratic Party of Virginia Disability Issues Caucus, and to youth, college, university, young labor and professional groups, LGBT advocacy groups, and groups that provide information and advocacy for people with disabilities.

4. The State Party will make accommodations to facilitate greater participation by people with disabilities. The Party is committed to conduct all its meetings and events at facilities that are accessible, provide all necessary supports for such events and activities, encourage campaigns to make sure that their offices and events are accessible and materials are available in all formats, and work to ensure that all voting places are accessible.

## SECTION VIII

### CHALLENGES

#### A. JURISDICTION & STANDING

1. Challenges related to the delegate selection process are governed by the *Regulations of the DNC Rules and Bylaws Committee for the 2016 Democratic National Convention* (Regs., Sec. 3.), and the “Rules of Procedure of the Credentials Committee of the 2016 Democratic National Convention.” (Call, Appendix A.)
2. Under Rule 20.B. of the *2016 Delegate Selection Rules*, the DNC RBC has jurisdiction over challenges pertaining to the submission, non-implementation and violation of state Delegate Selection and Affirmative Action Plans. (Rule 20.B & Call, Appendix A.)
3. The Rules and Bylaws Committee has jurisdiction to hear and decide any challenge provided it is initiated before the 56th day preceding the date of the commencement of the 2016 Democratic National Convention. (Call, Appendix A. & Reg., 3.1.)
4. Challenges to the credentials of delegates and alternates to the 2016 Democratic National Convention initiated on or after the 56th day preceding the date of commencement of the Democratic National Convention shall be processed in accordance with the “Rules of Procedure of the Credentials Committee of the 2016 Democratic National Convention.” (Call, Appendix A)
5. Any challenge to the credentials of a standing committee member shall be considered and resolved by the affected standing committee in accordance with Appendix A of the *Call for the 2016 Democratic National Convention*. The Rules and Bylaws Committee shall have jurisdiction over challenges brought before the 56th day preceding the date of the commencement of the Democratic National Convention. (Call, VII.B.5.)

6. Copies of the Regulations of the RBC and/or the Call for the 2016 Democratic National Convention, including the Rules of Procedure of the Credentials Committee (Appendix A), shall be made available by the State Party upon reasonable request.
7. Any group of fifteen (15) Democrats with standing to challenge, as defined in Reg. 3.2. or the Call (Appendix A, Sec. 2.A.), may bring a challenge to this Plan or to the implementation of this Plan, including its Affirmative Action provisions.

**B. CHALLENGES TO THE STATUS OF THE STATE PARTY AND CHALLENGES TO THE PLAN**

1. A challenge to the status of the State Party Committee as the body entitled to sponsor a delegation from that state shall be filed with the RBC not later than thirty (30) calendar days prior to the initiation of the state's delegate selection process. (Rule 20.A. & Reg. 3.4.A.)
2. A challenge to the state's Delegate Selection Plan shall be filed with the Chair of the Democratic Party of Virginia and the Co-Chairs of the RBC within fifteen (15) calendar days after the adoption of the Plan by the State Party. (Reg. 3.4.B.)
3. A challenge to a Plan must be brought in conformity with the Rules and the Regulations, which should be consulted for a detailed explanation of challenge procedures.

**C. CHALLENGES TO IMPLEMENTATION**

1. A challenge may be brought alleging that a specific requirement of an approved Plan has not been properly implemented. Jurisdiction over all challenges initiated in a timely fashion shall reside with either the Rules and Bylaws Committee or the Credentials Committee of the National Convention (*see* Section VII.A. above). However, the RBC may provide advice, assistance or interpretations of the Delegate Selection Rules at any stage of the delegate selection process. (Reg. 3.1.C.)
2. An implementation challenge brought before the Rules and Bylaws Committee is initiated by filing a written challenge with the State Party Committee and with the RBC not later than fifteen (15) calendar days after the alleged violation occurred. The State Party has twenty-one (21) days to render a decision. Within ten (10) calendar days of the decision, any party to the challenge may appeal it to the Rules and Bylaws Committee. If, in fact, the State Party renders no decision, any party to the challenge may request the RBC to process it. The request must be made within ten (10) calendar days after expiration of the above twenty-one (21) calendar day period. (Regs. 3.4.C., E., & H.)
3. Performance under an approved Affirmative Action Plan and composition of the convention delegation shall be considered relevant evidence in the challenge to any state delegation. If a State Party has adopted and implemented an approved affirmative action program, the State Party shall not be subject to challenge based

solely on delegation composition or primary results. (Rule 6.B.) The procedures are the same for challenges alleging failure to properly implement the Affirmative Action section of a Plan, except that such challenges must be filed not later than thirty (30) days prior to the initiation of the state's delegate selection process. (Reg. 3.4.C.)

4. Depending on the appropriate jurisdiction (*see* Section VIII.A. above), implementation challenges must be brought in conformity with the Regulations of the RBC or the Rules of Procedure of the Credentials Committee, which should be consulted for a detailed explanation of challenge procedures.

## **SECTION IX**

### **STATE CONVENTION COMMITTEES**

#### **A. STATE CONVENTION TEMPORARY CREDENTIALS COMMITTEE**

1. A Temporary Credentials Committee shall be established for the State Convention with one (1) member being elected by each Congressional District Committee and four (4) members elected by the State Central Committee. The Congressional District Committees shall elect the Temporary Credentials Committee members no later than February 28, 2016. The State Party Chair shall appoint the Chair of the Temporary Credentials Committee from among the 15 members.
2. The Temporary Credentials Committee shall be responsible for advising county and city committees regarding the implementation of the Delegate Selection Plan. The Committee also shall consider challenges to delegates and alternates properly filed as provided in Section VIII.C. of this Plan and shall report its finding to any affected District Convention.
3. The Temporary Credentials Committee shall make its report to the permanent credentials committees of the State Convention and the Congressional District Conventions.

#### **B. STATE CONVENTION TEMPORARY RULES COMMITTEE**

1. A Temporary Rules Committee shall be established for the State Convention with one (1) member being elected by each Congressional District Committee and four (4) members elected by the State Central Committee. The Congressional District Committees shall elect the Temporary Rules Committee members no later than February 28, 2016. The State Party Chair shall appoint the Chair of the Temporary Rules Committee from among the fifteen (15) members.
2. The Temporary Rules Committee shall report to the State Steering Committee by May 1, 2016 and such reports as approved shall be distributed to members of the State Central Committee and county and city chairs. The Temporary Rules Committee shall also report to the permanent Rules Committee of the State Convention.

**C. STATE CONVENTION TEMPORARY RESOLUTIONS COMMITTEE**

1. A Resolutions Committee shall be established for the State Convention with one (1) member being elected by each Congressional District Committee, four (4) members elected by the State Central Committee, and six (6) members appointed by the State Party Chair. The Congressional District Committees shall elect the Temporary Resolutions Committee members no later than February 28, 2016. The Congressional District Committee may elect their members of the State Party Standing Committee on Resolutions as members of the Temporary Resolutions Committee.
2. The Temporary Resolutions Committee shall conduct its hearings and prepare a report as directed by State Party Plan Section 17.2. The members of the Temporary Resolutions Committee shall also serve as members of the Permanent Resolutions Committee. The State Party Chair shall appoint the Chair of the Temporary Resolutions Committee from among the members of the committee.

**D. PERMANENT STATE CONVENTION COMMITTEES**

1. The Permanent State Convention Credentials and Rules Committees shall be selected as provided in the Party Plan and as addressed in the State Convention Call.

**SECTION X****SUMMARY OF PLAN****A. SELECTION OF DELEGATES AND ALTERNATES**

1. Virginia will use a proportional representation system based on the results of the Primary apportioning its delegates to the 2016 Democratic National Convention.

The “first determining step” of Virginia’s delegate selection process will occur on March 1, 2016, with a Primary.

Delegates and alternates will be selected as summarized on the following chart:

Type	Delegates	Alternates	Date of Selection	Selecting Body
				Filing Requirements and Deadlines
District-Level Delegates and Alternates	62	7	May 7, 14 or 21, 2016	Selecting Body: District Convention
				Must be a Democrat and registered voter in the district. Must file a statement of candidacy and pledge of support to presidential candidate with State Party and Congressional District Chair at least 15 days before the District Convention.
Unpledged PLEO Delegates*	17	n/a	n/a	Automatic by virtue of respective public or Party office as provided in Rule 9.A. of the 2016 Delegate Selection Rules.
Pledged PLEOs	12	**	June 4, 11, or 18, 2016	Selecting Body: State Convention
				Must be a Democrat and registered voter. Must file a statement of candidacy and pledge of support to presidential candidate with State Party by 5:00 p.m. May 25, 2016. Candidates may also file for At-Large Delegate or Alternate.
At-Large Delegates and Alternates	21	1	June 4, 11, or 18, 2016	Selecting Body: State Convention
				Must be a Democrat and registered voter. Must file a statement of candidacy and pledge of support to presidential candidate with State Party by 5:00 p.m. May 25, 2016. Candidates may also file for Pledged PLEO.
TOTAL Delegates and Alternates	112	8		

- \* Unpledged PLEO delegates includes the following categories, if applicable, who legally reside in the state: the DNC Members, the Democratic President, the Democratic Vice President, all Democratic Members of Congress, the Democratic Governor, and any other

Distinguished Party Leader as specified in Rule 9.A. of the *2016 Delegate Selection Rules*. The exact number of Unpledged PLEO Delegates is subject to change due to possible deaths, resignations, elections or special elections.

\*\* Pledged PLEO alternates are selected with the At-Large alternates.

**B. SELECTION OF STANDING COMMITTEE MEMBERS (FOR THE CREDENTIALS, PLATFORM AND RULES COMMITTEES)**

Standing committee members will be selected by the state's National Convention delegates as summarized below:

Members Per Committee	Total Members	Selection Date	Filing Requirements and Deadlines
4	12	June 4, 11, or 18, 2016	Presidential candidate must file authorized candidates by 5:00 p.m. June 2, 2016. Standing committee members are elected at a meeting of Virginia's National Convention delegates after the State Convention adjourns on June 4, 11, or 18, 2016

**C. SELECTION OF DELEGATION CHAIR AND CONVENTION PAGES**

The Delegation Chair will be selected by the National Convention Delegates on June 4, 11, or 18, 2016. Three (3) convention pages will be selected by the State Democratic Chair on June 4, 11, or 18, 2016.

**D. PRESIDENTIAL CANDIDATE FILING DEADLINE**

The filing deadline for the Presidential preference primary is determined, pursuant to state law, by the Virginia State Board of Elections and is expected to be December 22, 2015. (Rule 11.B & 14.E.; Va. Code § 24.2-522) The State Board of Elections is expected to certify the primary results by March 20, 2016.

Presidential candidates must certify the name of their authorized representative(s) to the State Democratic Chair by January 8, 2016.

**E. TIMETABLE (REG. 2.2.B.)**

*Note: Certain primary-associated deadlines are set by the Virginia State Board of Elections and are subject to change when the Board adopts its 2016 election schedule.*

<b>Date</b>	<b>Activity</b>
<b>2015</b>	
March 1	Delegate Selection Affirmative Action Committee members are appointed by the State Chair.
March 15	State Party Chair certifies compliance with Affirmative Action requirements and submits names and information of Affirmative Action Committee.
March 28	Proposed Delegate Selection and Affirmative Action plans are tentatively approved for public comment by State Party Chair.
March 28	Public comments are solicited on the proposed Delegate Selection and Affirmative Action Plans. Press releases are mailed announcing the public comment period.
April 30	Period for public comment on state Plan is concluded. Responses are compiled for review by the Steering Committee of State Central Committee.
May 1	Steering Committee of State Central Committee meets and reviews public comments, and adopts revised Delegate Selection and Affirmative Action Plans for submission to DNC RBC. Press releases are mailed announcing the approval of the Plan.
May 4	Delegate Selection and Affirmative Action Plans are forwarded to the DNC RBC. State Party begins implementation of Affirmative Action Plan, Press Kits, as described in the Affirmative Action Plan, are sent to all state media.
June	Democratic Party of Virginia Steering and Central Committee Meetings (for information only).
July 1	First day on which presidential primary petitions may be circulated. Presidential candidate petition forms are available from the State Party Headquarters. State Board of Elections makes Ballot Access Requirements available.
September	Democratic Party of Virginia Steering and Central Committee Meetings (for information only).
September 16	State Party begins implementation of the Affirmative Action Plan. Press kits, as described in the Affirmative Action Plan, are sent to all state media.
October 1	Deadline for each announced presidential candidate to submit a statement specifying steps the candidate will take to encourage full participation in the delegate selection process. (Individuals who

Date	Activity
	announce their candidacy after this date must provide this full participation statement to the State Party not later than 30 days after their announcement.)
December 1	State Party Chair to notify State Board of Elections of decision to hold a presidential primary, the method of delegate selection, and requirements for voter participation. Potential candidate petition forms are available from the State Party Committee Headquarters.
December 22	Deadline for submission of presidential candidate Declaration of Candidacy and petitions to State Board of Elections.
December 27	Deadline for State Party Chair to certify names of candidates deemed qualified to appear on the presidential primary ballot.
December 28	State Board of Elections conducts drawing for placement of candidate names on presidential primary ballot. Delegate and Alternate candidates may obtain the statement of candidacy and pledge of support forms and filing instructions form State Party Committee Headquarters, in person, by mail or from State Party's website ( <a href="http://www.vademocrats.org">www.vademocrats.org</a> ).
<b>2016</b>	
January 8	Presidential candidate deadline for certifying the name(s) of their authorized representative(s) to the State Party.
January 14	Presidential candidate deadline for filing the petition of candidacy with the Secretary of State and a copy to the State Party.
February 8	<b>Last day to register to vote in the presidential primary.</b> District –level delegate and alternate deadline for filing the statement of candidacy and pledge of support forms with State Party.
February 12	County and city parties to notify State Party of method of nomination of delegates and alternates and dates and locations of local caucuses (and conventions, if applicable). State Party provides list of district-level delegate and alternate candidates to the respective Presidential candidates.
February 16	Deadline for receipt of absentee ballot application to vote in presidential primary. Presidential candidates provide list of approved district-level delegate and alternate candidates to State Party.
February 26	Congressional districts to notify State Party of date and time of district conventions. District Committees to select members of the State Convention temporary Credentials, Rules and Resolutions Committee.
February 27	DNC confirms names of unpledged PLEO delegates. Last day to vote in-person absentee for March 1 primary.
March 1	<b>Presidential preference primary</b>

<b>Date</b>	<b>Activity</b>
March 3	State Central Committee issues Call to Convention by this date.
March 20	State Board of Elections certification of primary results.
March 21	County and city Calls to Caucus completed and forwarded to State Party and Congressional District Chairs.
April 6	Congressional District Calls to Convention issued.
April 7	Temporary rules available for caucuses held on April 16 or April 18.
April 9	5:00 p.m. pre-filing deadline for State/District Convention delegates and alternates elected at April 16 caucuses.
April 11	5:00 p.m. pre-filing deadline for State/District Convention delegates and alternates elected at April 18 caucuses.
April 14	7:00 p.m. County and city absentee, in-person voting for unassembled caucuses (optional)
April 16: 12:00 p.m. April 18: 7:30 p.m.	County and City caucuses
April 21, April 23	County and city chairs provide list of elected delegates and alternates to the district and State Conventions. April 21 (for April 16 caucuses) April 23 (for April 18 caucuses)
April 22, April 29 or May 6	Filing deadlines for district-level delegate and alternate candidates will be 5:00 p.m. (15 days prior to convention) April 22 (for May 7 conventions) April 29 (for May 14 conventions) May 6 (for May 21 conventions)
April 23, April 30 or May 7	State Party provides list of district-level delegate and alternate candidates to the respective Presidential candidates. (14 days prior to convention) April 23 (for May 7 District conventions) April 30 (for May 14 District conventions) May 7 (for May 21 District conventions)
April 29, May 6 or May 13	Presidential candidates provide list of approved district-level delegate and alternate candidates to State Party. (8 days prior to convention) April 29 (for May 7 conventions) May 6 (for May 14 conventions) May 13 (for May 21 conventions)
May 2, May 9 or May 16	Deadline for the State Democratic Chair to certify in writing to the Co-Chairs of the DNC RBC whether each presidential candidate has used their best efforts to ensure that their respective district level delegate and alternate candidates meet the affirmative action and

Date	Activity
	inclusion considerations and goals detailed in the Affirmative Action section of this Plan. May 2 (for May 7 conventions) May 9 (for May 14 conventions) May 16 (for May 21 conventions)
May 7, May 14 or May 21	Congressional District Conventions
May 11, 18 or 25	Congressional district chairs must certify in writing to the State Party Chair the election of the district-level National Convention delegates and alternates.
May 15, 22 or 29	State Party certifies elected district-level delegates and alternates to the Secretary of the DNC.
May 25	5:00 p.m. At-large delegate and alternate and pledged PLEO candidate deadline for filing the statement of candidacy and pledge of support forms with State Party.
May 26	5:00 p.m. State Party provides list of PLEO and at-large delegate and alternate candidates to the respective Presidential candidates.
May 27	Final date for certification by State Chair of Presidential candidates' affirmative action efforts.
June 2	5:00 p.m. Presidential candidates provide approved list of pledged PLEO delegates to State Party. Presidential candidates submit lists of candidates for standing committee members to State Party.
June 2	Deadline for the State Democratic Chair to certify in writing to the Co-Chairs of the DNC RBC whether each presidential candidate has used their best efforts to ensure that their respective pledged PLEO delegate and At-Large delegate and alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan
June 4, 11, or 18	State Convention convenes. Pledged PLEO delegates selected. Within 30 minutes following selection of PLEO delegates, presidential candidates provide approved list of at-large delegate and alternate candidates to State Party. State Convention elects at-large delegates and alternates. (Candidates may file for at-large delegates and alternates and pledged PLEO positions at the same time.)
June 4, 11, or 18 Convention Date	National Convention delegation meeting held. Delegates select National Convention standing committee members and delegation chair. State Chair names convention pages.
June 6, 13, or 20 (Monday following Convention)	Deadline for State Party Chair to certify to the Secretary of the DNC the delegation chair, standing committee members, and pages.

Date	Activity
June 10, 17, or 24 (Friday following Convention)	Deadline for State Party Chair to certify to the Secretary of the DNC the remainder of elected delegates and alternates (PLEOs, and at-large), and the presidential preferences of pledged PLEOs and At-Large Delegates and Alternates and the Presidential Preference (including uncommitted) of the State's Unpledged Delegates.

**EXHIBITS TO THE AFFIRMATIVE ACTION PLAN**

**A. MEMBERS OF THE AFFIRMATIVE ACTION COMMITTEE**

Gaylene Kanoyton Co-Chair (AA Female)	George Morrison 4 CD (AA Male)	Gonzalo Aida 7 CD (Hispanic Male)
Steve Baker Co-Chair (White Male)	Rita Williams 4 CD (AA Female)	James Tsai 8 CD (AAPI Male)
Carlton Stockton 1 CD (AA Male)	Lisa Williams 4 CD (AA Female)	Terron Sims 8 CD (AA Male)
Don Davenport 1 CD (LGBT Male)	Cyliene Montgomery 5 CD (AA Female w/ Disability)	Rose Chu 8 CD (AAPI Female)
Patrick Smith 2 CD (White Male)	Suzanne Long 5 CD – VYD (White Female)	Stephanie Dix-Clifford 8 CD (White Female)
Susan Hippen 2CD (AA Female)	Linda Shuler 6 CD (White Female)	Frank Leone 8 CD (White Male)
Hon. Sen Louise Lucas 3 CD (AA Female)	Maria Childress 6 CD (Hispanic Female)	Vee Frye 9 CD (White Female)
Monica Wiley 3 CD (AA Female w/ Disability)	Vivian Sanchez-Jones 6 CD (Hispanic Female)	Marlene Barney 10 CD (White Female)
George Morrison 4 CD	Keyanna Conner 7 CD	Bob Haley 11 CD

(AA Male)	(AA Female)	(White Male)
Rita Williams 4 CD (AA Female)	Julie Hunter 7 CD (White Female)	

**B. MEDIA OUTLETS TO BE CONTACTED REGARDING THE DELEGATE SELECTION PROCESS****1. Major Daily Newspapers, Radio and Television Stations**

Richmond Times-Dispatch	Virginian-Pilot, Norfolk	WTKR Norfolk
Associated Press	News 8, Rosslyn	Daily Progress, Charlottesville
Daily Press, Newport News	Virginia News Network	Staunton News Leader
Free Lance-Star, Fredericksburg	WDBJ Roanoke	Martinsville Bulletin
Potomac News	The Washington Examiner	Salem Times-Register
WJLA Washington, DC	WVEC Norfolk	Daily News & Record, Harrisonburg
Danville Register & Bee	WWBT Richmond	Kingsport Times-News, Tennessee
WTVR Richmond	WNVC (Capitol)	WTOP Washington, DC
Metro Networks	Washington Post	WVTF Public Radio, Roanoke/Charlottesville
NBC 29 Charlottesville	Washington Times	WAVY Norfolk
NBC 4 Washington, DC	WUSA Washington, DC	WCYB Bristol
WRIC Richmond	Virginia Capitol Wire	WSET Lynchburg
News & Advance, Lynchburg	Roanoke Times	

**2. Other “Non-Minority” Media Outlets****a. Weekly Newspapers**

Style Weekly, Richmond	Herndon Times	Scott County Star
Yorktown Crier	Lebanon News	Smyth County News & Messenger
Altavista Journal	Leesburg Today	Southside Sentinel
Amelia Bulletin	Loudoun Times – Mirror	Southwest Virginia Enterprise
Nelson New Era Progress	Madison County Eagle	Star Tribune, Chatham
Bland Messenger	Mechanicsville Local	Caroline Progress
Times Newspapers	Mecklenburg Sun	Carroll News, Hillsville
Clarksville News Progress	Chester Village News	Farmville Herald
Coalfield Progress	News-Messenger, Christiansburg	Floyd Press

Dickenson Star – Cumberland Times	Northern Neck News	Gazette Virginian
Central Virginian	Northumberland Echo	Herald-Progress, Hanover
Dinwiddie Monitor	Orange County Review	Journal – King George
Eagle News	Page News & Courier	The Metro Herald
Emporia Independent Messenger	Powhatan Today	The Recorder – Monterey
Fairfax Sun	Rappahannock News	Smithfield Times
Far West End Press/Henrico Citizen	Connection Newspapers	Stuart Enterprise
Fauquier Times – Democrat	Rockbridge Advocate	Union-Star, Brookneal
Gazette Journal	Rocky Mount – Franklin News Post	Virginian-Review, Covington
Valley Banner	Salem Times-Register	Urbanna – Southside Sentinel
Vinton Messenger	Virginia Gazette – Williamsburg	Westmoreland News
Virginian Leader	Glo - Quips	Tidewater News

### 3. Constituency and Specialty Media Outlets and Targeted Groups

<b>SPANISH LANGUAGE:</b>	<b>MINORITY PRESS:</b>
El Pregonero	Asian American Business Journal
Las Americas	Eagle News
La Nación	Latin Hope/Mexican Fiesta
Latin American Times	Qatar News Agency
Tidewater Hispanic	Richmond Free Press
El Tiempo Latino	The Filipino Chronicle
Telemundo (Channel 64)	Blue Ridge Lambda Press (Roanoke)
Washington Hispanic	Metro Herald (Alexandria)
El Comercio	The Washington Blade
Los Mejores en Trabajos Richmond	The Washington Afro American (Washington DC)
Nuestra Voz Unida	MetroWeekly (DC)
Univision (TV)	Arlington Gay & Lesbian Alliance Newsletter

La Voz Hispana	Out & About of Virginia
Washington's Voz	The Virginia Flame
Radio Latina	Asian Fortune
El Hispano	Richmond Voice Newspaper
Los Tiempos USA	Hampton Roads Voice Newspaper
Tamrindo News	Journal & Guide (Norfolk)
Hispanic Link	The Captain's Log (CNU)
Impacto	The Broadside (GMU)
Bolivia Today	The Breeze (JMU)
El Bolivano	The Cavalier Daily (UVA)
Los Tiempos del Mundo	Collegiate Times (VPI)
Variedades de Washington (TV)	The Tartan (Radford)
Azteca America	The Iron Blade (Ferrum)
Radio Capital (730am)/Radio Mega ( 92.7 and 94.3FM)	The Mace and Crown (ODU)
Radio Universal (1460 am)	The Script (HU)
Viva 900 (900 am)	The Rotunda (LU)
Radio America (Punto Femenino)	The Flat Hat (W&M)
Radio Continental (1390 am)	The Yellow Jacket (R-MC)
El Zol (99.1)	The Bullet (UMW)
Radio Fiesta (1480 am)	Korea Times
	The Muslim Link

## C. Demographic Study and Analysis

### C.1. Representation Goals

<b>REPRESENTATION GOALS</b>			
Target Group	Allocation Ratio	Statewide Delegate	Statewide Alternate
		Goals	Goals
African-Americans	0.343	$(0.343)(112) = \mathbf{38}$	$(0.362)(8) = \mathbf{3}$
Hispanic Americans	0.058	$(0.055)(112) = \mathbf{6}$	$(0.055)(8) = \mathbf{1}$
Asian Americans & Pacific Islanders	0.051	$(0.051)(112) = \mathbf{6}$	$(0.038)(8) = \mathbf{0}$
Native Americans*	0.003	$(0.003)(112) = \mathbf{0}$	$(0.003)(8) = \mathbf{0}$
Youth	0.132	$(0.132)(112) = \mathbf{15}$	$(0.132)(8) = \mathbf{1}$

*\*Native Americans make up only 0.3% of the population of Virginia; assuming the rate of registration is constant across targeted groups, Native Americans would be entitled to 0.3 delegate. Please refer to Section VII.D.1.*

	African Americans	Hispanic Americans	Native Americans	Asian-Pacific Americans
% in Democratic Electorate	34.3%	5.8%	0.03%	5.1%
Numeric Goals for Delegation	38	6	0.3	6
Alternates	3	1	0	0

### C.2. Demographic Study and Analysis

#### C.2.1. Methodology

The basis for calculating the percentages applied for the targeted ethnic minorities is the Registered Voter File maintained by the Democratic Party of Virginia. In addition, historical turnout has been gathered from various sources including precinct/census calculations provided by the National Committee for an Effective Congress (NCEC). Also, DNC updated ethnicity models were used in the calculation of Democratic performance in group turnout.

As there is no requirement for Party registration or ethnic identification when registering to vote in Virginia, DNC ethnic modeling scores were used in the calculation of Democratic performance of each group. Ethnicity scoring included African-American, Hispanic, and Asian Americans & Pacific Islanders.

Additional sources for turnout and group performances included, New York Times Exit Polling 2012, Washington Post Exit Polling 2014, “LGBT Vote2014” – Williams Institute and Virginia QuickFacts – US Census.

The following assumptions and rules were applied:

- It is assumed that these target groups register in the same proportions as the population as a whole.
- Where data was available on any group’s voting and registration pattern in Virginia, it was used.
- Where there was no data that specifically dealt with Virginia on a group’s registration or voting patterns, the statistics for that group’s national patterns were ascribed to that group’s members in Virginia.
- Where there was no data available on state or national voting and registration tendencies of a group, the voting and registration patterns of the Commonwealth of Virginia as a whole were ascribed to that group.
- In all cases, statistics came the 2014 Senate, 2012 Presidential, and the 2013 Gubernatorial elections.

### **C.2.2. Calculation of Total Number of Registered Voters for Each Target Group**

The resulting total number of voters in each targeted group is as follows:

<b>Targeted Group*</b>	<b>2012 Voters</b>	<b>2013 Voters</b>	<b>2014 Voters</b>
Total Registered Voters	5,428,833	5,250,029	5,291,337
African-Americans	1,011,392	978,080	946,549
Hispanic Americans	257,327	248,851	250,809
Asian Americans & Pacific Islanders	214,439	207,376	209,008

### **C.2.3. Calculation of Democratic Electorate**

As Virginia has no Party registration, the Democratic electorate can only be determined using voting statistics. The Democratic Performance for each year is defined as the number of votes received by Democratic candidates in the 2014 US Senate, 2012 Presidential, and the 2013 Gubernatorial elections.

<b>Race</b>	<b>Democratic Performance</b>
2012 Presidential	1,971,820
2013 Gubernatorial	1,069,789
2014 U.S. Senate	1,073,667

#### **C.2.4. Calculation of Group Democratic Vote**

The Group Democratic Vote is defined to be the number of voters in each group multiplied by the group's turnout fraction by the group's Democratic performance. Explicitly, for each year,

Group Democratic Vote	Total voters in group	X Group Democratic
=	X Group Turnout Fraction	Performance

Using the Group Voter totals from Section C.2.3, the Group Turnout fraction and Democratic Performance for the years 2012, 2013, and 2014, the following Democratic Vote Totals were calculated for each group:

Target Group	Group Turnout Fraction			Group Democratic Performance			Group Democratic Vote		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
African-Americans	0.72	0.44	0.41	0.90	0.95	0.91	682,007	388,094	365,971
Hispanic Americans	0.81	0.37	0.35	0.65	0.64	0.64	136,797	59,603	56,256
Asian Americans & Pacific Islanders	0.81	0.37	0.37	0.66	0.65	0.65	115,156	50,723	50,834

#### **C.2.5. Calculation of Percentage of Democratic Electorate**

To determine each group's percentage of the Democratic Electorate, the Group Democratic Vote was divided by the Democratic Performance in each election, and the results for each election averaged into one percentage, which is set out in section C.1. above.

### C.2.6. Calculation of Youth Democratic Vote

Calculated using the Democratic Party Voter file and registered voters in VA 18-35 who have been identified as a Democrat through party identification efforts and/or Democratic Primary participation.

*Youth (18-35) Total Registration – 1,480,833 (28%)*

*Voter Participation 2012, 2013= 0.28*

*Group VA Democratic Performance 68.34%*

Voters	Group Participation	Democratic Performance	Allocation Ratio
.288	.28	.6834	.132

### ATTACHMENTS TO THE DELEGATE SELECTION PLAN

The following documentation accompanies this Delegate Selection Plan. (Reg. 2.2)

1. **A statement from the State Democratic Chair certifying the Plan** as submitted to the RBC was approved by the State Party Committee. (Reg. 2.2.C.)

2. **A copy of the press release** distributed by the State Party Committee announcing its adoption of the Plan and summarizing the major components of the Plan. (Reg. 2.2.D.)
3. **A statement from the State Democratic Chair certifying that the proposed Plan**, including all appropriate attachments and appendices, was placed on the State Party website during the 30-day public comment period. (Reg. 2.2.E.)
4. **A statement from the State Democratic Chair certifying compliance with Rule 1.C.** which requires a 30 day public comment period prior to the adoption of the Plan by the State Party Committee, provided that the State Party has published specific guidance for the submission of public comments. (Reg. 2.2.F.)
5. **A copy of all written public and online comments** submitted through the process provided above on the Plan (including information identifying each person and/or organization making the comment and where appropriate, a description of the person or group so represented, if such information has been provided or is available to the State Party). (Reg. 2.2.G.)
6. **A blank copy of forms to be filed with the state or the State Party by delegate candidates.** (Reg. 2.2.G.)
7. **A statement from the Chair of the Affirmative Action Committee certifying compliance with Rule 6.F.,** which requires that the Affirmative Action Committee has reviewed the proposed Affirmative Action outreach plan, including any numerical goals established. (Reg. 2.2.I.)
8. **A statement from State Democratic Chair outlining the reliable data** and source used for numerical goals established under Rules 5.C., 6.A., and 7. (Reg. 2.2.J.)
9. **A statement from the State Democratic Chair certifying that the State Affirmative Action Committee composition complies with Rules 5.C, 6.A., and 7** and that the names, demographic data and contact information of members was submitted to the RBC 15 days after their appointment. (Reg. 2.2.K.)
10. **Copies of all state statutes reasonably related to the Delegate Selection Process.** Copies of Virginia Code §§ 24.2-515, 526, 529, 530, 531, 542, 542.1, 544, and 545 are attached. (Reg. 2.2.L.)
11. **A copy of all qualifying forms to be filed with the state or the State Party by presidential candidates.** (Reg. 2.2.M.) Copies of the forms are at