

## CALL TO CONVENTION 2016

### FIRST CONGRESSIONAL DISTRICT DEMOCRATIC COMMITTEE

1. **Call.** Pursuant to the authority provided by the Virginia Democratic Party Plan, the First District Democratic Committee hereby calls a Convention, from 11 am to 2 pm, May 21, 2016, at the Walker-Grant Middle School, 100 Learning Lane, Fredericksburg, VA 22401. Doors open at 10:30 am.

2. **Incorporated Documents.** All appropriate provisions of the Virginia Democratic Party (DPVA) Plan ("State Party Plan"), as amended, the DPVA 2016 Call to Convention, and the DPVA 2016 Delegate Selection Plan are hereby incorporated into this Call by reference and made a part hereof.

3. **Purposes.** The purposes of the District Convention shall be:

A. To nominate a candidate to the U.S. House of Representatives;

B. To elect one (1) male and two (2) female National Delegates pledged to Secretary Clinton, one (1) male and one (1) female National Delegates pledged to Senator Sanders, one (1) male National Alternate pledged to Secretary Clinton, and one Elector from the 1<sup>st</sup> Congressional District to the National Democratic Convention.

C. To nominate three (3) members each to the permanent Credentials and Rules Committees of the State Convention.

C. To consider resolutions;

D. To conduct such other business as may properly come before the Convention.

4. **Selection of District Convention Delegates and Alternates.** Delegates and alternates to the District Convention shall be those elected by city or county caucuses (assembled or unassembled) to be conducted beginning at noon, April 16, 2016 or 7:30 pm, April 18, at the option of the local committee.

The Call to Caucus shall include the date and time, and location of the caucus, the type of caucus (assembled or unassembled), the method of selecting alternate delegates, voluntary administrative fees, and the apportionment of delegates and alternates among the electing units. The Call to Caucus shall be provided to the 1<sup>st</sup> CD District Committee no later than March 21, 2016.

Any county or city committee holding an unassembled caucus on Saturday, April 16, 2016 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 and time for

beginning and ending of such absentee voting and the location shall be stated in the Call for the caucus and shall be publicized under the Affirmative Action provisions of the Delegate Selection Plan. The chairs of committees exercising this option of absentee voting shall ensure that sites are fully staffed to serve the voters as well as ADA accessible, properly supervised, information materials and ballots provided, declaration forms available, and that voted ballots are secured and properly counted in the caucus voting totals.

City and county committees shall elect two rosters of delegates and alternates: one from the “new 1<sup>st</sup> CD” for the purpose of nominating a candidate for the US House of Representatives and another roster of delegates and alternates elected from the “old 1<sup>st</sup> CD” to resolve all other matters coming before the convention including National convention delegate election, rules, and resolutions.

The “new 1<sup>st</sup> CD” is comprised of those precincts and localities that were part of a court ordered redistricting in 2016. The “old 1<sup>st</sup> CD” is comprised of those precincts and localities within the 1<sup>st</sup> CD prior to the court order modification in 2016.

The county or city committee calling the caucus or convention will determine whether alternates shall be elected separately from 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 State Delegates.

Each county and city committee shall provide the 1<sup>st</sup> District Committee ([info@va1stcddems.org](mailto:info@va1stcddems.org)) their Call to Caucus on or before March 21, 2016.

**5. Allocation of District Convention Delegates and Alternates (“new 1<sup>st</sup> CD”).** For the purpose of nominating a candidate for US Congress delegates and alternates shall be elected and allocated in accordance with the following chart:

Locality	Delegates	Alternates
Caroline County	10	4
Essex County	3	2
Fauquier County	4	2
Fredericksburg City	7	3
Gloucester County	10	5
Hanover County	27	14
James City County	14	7
King and Queen County	2	1
King George County	6	3
King William County	4	2
Lancaster County	3	2
Mathews County	2	1
Middlesex County	3	2
New Kent County	5	3

Northumberland County	3	2
Prince William County	46	22
Richmond County	3	1
Spotsylvania County	8	4
Stafford County	35	18
Westmoreland County	5	2
<b>TOTAL</b>	<b>200</b>	<b>100</b>

For all other matters coming before the 1<sup>st</sup> CD Convention including election of delegates to the state and National conventions, shall be allocated as prescribed by the Democratic Party of Virginia, in accordance the DPVA 2016 Call to Convention and 2016 Delegate Selection Plan (“old 1<sup>st</sup> CD”).

Locality	Clinton		Sanders	
	Delegates	Alternates	Delegates	Alternates
Caroline County	5	1	2	1
Essex County	2	1	1	0
Fauquier County	2	1	1	0
Fredericksburg City	3	1	3	1
Gloucester County	5	1	3	1
James City County	12	3	7	2
King & Queen County	2	0	0	0
King George County	3	1	2	0
King William County	3	1	1	0
Lancaster County	2	1	1	0
Mathews County	1	0	1	0
Middlesex County	2	1	1	0
Newport News City	2	0	0	0
Northumberland County	2	1	1	0
Poquoson City	1	0	1	1
Prince William County	25	6	15	4
Richmond County	2	0	0	0
Spotsylvania County	4	1	3	1
Stafford County	18	4	11	3
Westmoreland County	3	1	1	0
Williamsburg City	2	0	2	1
York County	9	2	6	2
	<b>110</b>	<b>27</b>	<b>63</b>	<b>17</b>

## 6. Rules of District and State Convention Delegate Selection.

a. **Participation and Access.** Participation in the First CD’s Democratic delegate selection process is open to all registered voters living in the 1<sup>st</sup> Congressional District who wish to participate as Democrats. All meetings shall 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, philosophical persuasion or disability, and all meetings should be publicized fully in accordance with the DPVA Plan. Each county and city committee shall comply with the Affirmative Action provisions of the Party Plan.

b. **Pre-Filing. District/State Convention Delegates/Alternates (“old 1<sup>st</sup> CD”).** Any Democrat wishing to be a delegate or alternate to the First District and State Conventions **must** file a certificate of candidacy with the Chair of the local county or city Democratic committee, or a designated representative, by 5:00 pm, Saturday, April 9 for caucuses to be held April 16 and by 5:00 p.m., Monday April 11 for caucuses to be held April 18; and by a deadline set in the Call to Convention of any locality selecting delegates by Convention at least five, but no more than seven days in advance of the convention. **Only those delegate/alternate candidates who have filed by the deadline will appear on the ballots distributed at the caucuses.**

**District Convention Delegates/Alternates (“new 1<sup>st</sup> CD”).** Any Democrat wishing to be a delegate or alternate to the First District Convention **must** file a certificate of candidacy with the Chair of the local county or city Democratic committee, or a designated representative, by 5:00 pm, Saturday, April 9 for caucuses to be held April 16 and by 5:00 p.m., Monday April 11 for caucuses to be held April 18; and by a deadline set in the Call to Convention of any locality selecting delegates by Convention at least five, but no more than seven days in advance of the convention. **Only those delegate/alternate candidates who have filed by the deadline will appear on the ballots distributed at the caucuses.**

**National Convention Delegates/Alternates.** Any person wishing to be elected as a 1<sup>st</sup> Congressional District-level Delegate or Alternate to the National Convention, or as a 1<sup>st</sup> Congressional District Elector, shall pre-file on or before 5:00 p.m., Friday, May 6, 2016. Pre-filing must be on the “DELEGATE AND ALTERNATE CANDIDATE PRE-FILING FORM” designated by the Democratic Party of Virginia and posted at <http://www.va1stcddems.org/wp-content/uploads/2016/03/National-Delegate-or-Alternate-Prefiling-Form.pdf>.

This form must be filed with the 1<sup>st</sup> Congressional District Democratic Committee by mail to PO BOX 5831, Fredericksburg, VA 22403. Postmarks on the deadline day are not valid. The form must be received by the 1<sup>st</sup> Congressional District Democratic Committee on or before 5:00 p.m., Friday, May 6, 2016. **Only those delegate/alternate candidates who have filed by the deadline will appear on the ballots distributed at the 1<sup>st</sup> CD Convention.**

**1<sup>st</sup> CD Elector.** In accordance with Section 20.2 of the Virginia Democratic Party Plan, “[e]ach district convention shall elect at least one (1) Democratic presidential

elector...The presidential electors shall be deemed to be nominees and candidates of the Democratic Party of Virginia. Should they be elected in the general election following, they shall cast their votes in the Electoral College for the presidential nominee of the National Democratic Party.” Any person wishing to be elected Elector from the 1<sup>st</sup> Congressional District shall pre-file on or before 5:00 p.m. Friday, May 6, 2016. Pre-filing must be on the form designated “DEMOCRATIC ELECTOR PREFILING FORM” by the DPVA and posted at <http://www.valstcddems.org/wp-content/uploads/2016/03/Presidential-Elector-Prefiling-Form.pdf>.

This form must be filed with the 1<sup>st</sup> Congressional District Democratic Committee by mail to PO BOX 5831, Fredericksburg, VA 22403. Postmarks on the deadline day are not valid. The form must be received by the 1<sup>st</sup> Congressional District Democratic Committee on or before 5:00 p.m., Friday, May 6, 2016. **Only those candidates for Elector who have filed by the deadline will appear on the ballots distributed at the 1<sup>st</sup> CD Convention.**

c. **Declaration (“old 1<sup>st</sup> CD” and “new 1<sup>st</sup> CD”).** Any person attending a caucus, filing a delegate/alternate or electoral candidacy form for the 1<sup>st</sup> CD and State Conventions shall sign a standardized declaration form, 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 such jurisdiction.

d. **Candidate Preference (“old 1<sup>st</sup> CD”).** Each person filing as a delegate or alternate to the district and State conventions shall designate on the filing form a single Presidential candidate preference. The stated Presidential preference shall be binding at the district and State Conventions for all elected delegates and alternates and shall prevail in all caucuses and voting for National Delegates and Alternates. 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.

**Candidate Preference (“new 1<sup>st</sup> CD”).** Each person filing as a delegate or alternate to the district convention shall designate on the filing form a candidate preference for the Democratic Party nominee for the office of U.S. House of Representatives, or “uncommitted.” **The stated preference, if any, shall be binding on the delegates on the first nomination vote at the District Convention.** Persons filing as delegate or alternate who have not expressed a candidate preference for US Congress will be considered “uncommitted,” and may vote for any candidate on the first ballot, or for “no candidate.”

e. **Voluntary Administrative Filing Fee (“old 1<sup>st</sup> CD”).** There will be a voluntary administrative fee of \$10.00 to the State Party and \$5.00 to the 1<sup>st</sup> District Democratic Committee for each person filing as a delegate or alternate to the district and/or State conventions. A county or city committee may request an additional fee of no more than

\$10.00, based on a vote of its' membership during a regularly called meeting. The total maximum voluntary administrative fee is then \$25.00. No person shall be denied the right to participate in the delegate selection process due to nonpayment of the voluntary administrative fee. The local committee shall collect and remit to the Democratic Party of Virginia and to the 1<sup>st</sup> Congressional District Committee, respectively, the portion of the delegate filing fees payable to each by Saturday, May, 21, 2016.

**f. Voluntary Administrative Filing Fee (“new 1<sup>st</sup> CD”).** There will be no voluntary administrative fee. A county or city committee may not request a voluntary administrative fee.

**g. Method of Election and Fair Reflection of Candidate Preference.** Each jurisdiction shall be responsible for choosing the method for selection of delegates and alternates, consistent with the procedures of the Party Plan and this Call. Such delegate selection process shall ensure fair reflection of candidate preference as provided by the Party Plan.

**h. Certification of District Delegates and Alternates.** Within five days after each caucus or local convention, each county and city Democratic Committee Chair shall provide the 1<sup>st</sup> District Committee, *in Excel format specified by the 1<sup>st</sup> CD Chair*, **two lists of delegates and alternates, one from the “new 1<sup>st</sup> CD” and another from the “old 1<sup>st</sup> CD”**, including the name, address, telephone, and e-mail address, county/city, amount collected from the voluntary administrative fee and 1<sup>st</sup> CD Congressional candidate preference (“new 1<sup>st</sup> CD”) or Presidential candidate preference (“old 1<sup>st</sup> CD”) of each delegate and alternate.

These lists should be e-mailed to Virginia’s First Congressional District Democratic Committee ([info@va1stcddems.org](mailto:info@va1stcddems.org)).

The county or city chair shall also send one check to Virginia’s First Congressional District Democratic Committee containing the 1<sup>st</sup> CD’s portion of the voluntary filing fees. Fees payable to Virginia’s First Congressional District Democratic Committee shall be remitted by mail to Virginia’s First Congressional District Democratic Committee, PO BOX 5831, Fredericksburg, VA 22403.

If a delegate is unable to undertake or continue in his or her duties as delegate, he or she shall select an alternate to succeed to delegate status or may designate the chair to select the alternate; failing either, the delegation may select the alternate. Whenever the number of alternates is less than the allowable number, the delegation may elect alternates to fill the vacant positions from persons within the congressional district.

Election of delegates and alternates under this section may occur after reasonable notice to the delegation if a quorum of forty percent (40%) assembles for the election. New delegates and alternates shall have the same candidate preference as the delegate or alternate they replace.

Any vacancy occurring in the delegation after the caucus shall be filled by the delegation. Such action may be done prior to the district convention at a scheduled and

publicized meeting. Alternatively, it may be done by a majority of the delegation at the district convention. Alternates should first be moved to the position of delegate and additional alternates elected. The newly elected alternates should be of the same gender and candidate preference as the delegates they replace.

Any locality which fails to elect, or fails to have present on the day of the Convention, a sufficient number of delegates and alternates to complete their allotted delegation, may complete its delegate allocation by recruiting an unseated alternate of another locality within the district. The Credentials Committee will maintain on the day of the Convention a roster of the unseated alternates present, listed by locality and candidate preference.

i. **Rules and Notice.** Each county and city Democratic committee within the First Congressional District shall establish rules for its caucuses in conformity with this Call, the 2016 State Convention Call to Convention and the State Party Plan.

**7. District Convention Rules and Committees.** The 1st District Democratic Convention shall be governed by the rules developed by the temporary Rules Committee and rules developed by the permanent rules committee and adopted by the Convention.

In the event that the majority (50%+1) of “new 1<sup>st</sup> CD” elected delegates commit on the first ballot to a specific congressional candidate then that candidate will be declared the nominee.

The 1st District Democratic Committee shall appoint the members of the temporary Committees on Credentials, Rules, and Resolutions. Each Committee shall be composed of a Chair, who is a member of the 1<sup>st</sup> Congressional District Committee, and 22 members, apportioned one from each local committee in the First Congressional District. On or before **March 21, 2016**, the chair of each local committee shall appoint a person to serve on each of these committees, and provide the name, address, telephone number, and email address of those persons to Virginia’s First Congressional District Democratic Committee ([info@va1stcddems.org](mailto:info@va1stcddems.org)) with a copy to the chairs of those committees as follows:

**Rules:** Jason Graham, [jason.n.graham@gmail.com](mailto:jason.n.graham@gmail.com)

**Credentials:** Doug Ferguson, [dougferg@verizon.net](mailto:dougferg@verizon.net)

**Resolutions:** Janet Young, [janet.young@verizon.net](mailto:janet.young@verizon.net)

The District Convention shall elect Permanent Committees on Credentials, Rules and Resolutions. Each committee shall be composed of a chair, who is a member of the 1<sup>st</sup> Congressional District Committee, and 22 members. The membership of the Permanent Committees shall be apportioned in the same manner as the temporary committees.

The 1st District Democratic Chair shall certify in writing to the State Democratic Chair the nomination of the district's candidate for the U.S. House within 36 hours of the nomination.

**8. Resolutions.** For a resolution to be considered at the District Convention, it must be received by Virginia's First Congressional District Democratic Committee and the Chairs, Resolutions Committee, by **April 15, 2016, 5:00 p.m.**

The proposed resolution should be sent to [info@va1stcddems.org](mailto:info@va1stcddems.org) with copies to the Resolutions Committee Chair Janet Young ([janet.young@verizon.net](mailto:janet.young@verizon.net)). All resolutions adopted by the District Convention shall be forwarded promptly to the Virginia Democratic Party Resolutions Committee for consideration.

**9. Candidate Pre-Filing.** Any person wishing to seek the Democratic nomination to the US House of Representatives from Virginia's First Congressional District Democratic Committee must file with Virginia's First Congressional District Democratic Committee, PO BOX 5831, Fredericksburg, VA 22403, **on or before 5:00 pm, May 7, 2016**, a Declaration of Candidacy and a Certificate of Candidate Qualification in the form required by the Virginia State Board of Elections of candidates seeking nomination by primary. The Declaration of Candidacy/Certificate of Candidate Qualification forms shall be accompanied by a filing fee, payable to the Committee, in the amount of \$5,000. Only those persons who have properly filed will be considered for nomination by the delegates at the 1<sup>st</sup> CD Convention.

**12. Filing Locations.** Unless otherwise specified herein, all papers to be filed with Virginia's First Congressional District Democratic Committee shall be filed at the following address: PO BOX 5831, Fredericksburg, VA 22403.

**13. Election of National Delegates.** The 1<sup>st</sup> CD Convention as a whole shall elect National Delegates in accordance with rules and processes stated in Rules adopted by the convention.

*Adopted by the First Congressional District Democratic Committee, this 9th day of March, 2016.*



**Democratic Party of Virginia**  
**2016 State / Congressional District Convention (“old 1<sup>st</sup> CD”)**  
***Delegate or Alternate Pre-filing Form***

I, the undersigned, certify that I am a Democrat, am a registered voter in \_\_\_\_\_, subscribe to the principles of the Democratic Party, do not intend to support any candidate who is opposed to a Democratic Nominee in the next ensuing election, and will not participate in the nominating process of any other political party.

**Please Print:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (H) \_\_\_\_\_ (O) \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Congressional District \_\_\_\_\_ County \_\_\_\_\_

or City \_\_\_\_\_ Precinct / Ward \_\_\_\_\_

**Filing For:** Delegate / Alternate (Circle One)

**Presidential Candidate Preference** \_\_\_\_\_  
(Candidate Name)

**Fees:** State \$10.00 + District \$5.00 + Local \$\_\_\_\_ = Total \$\_\_\_\_\_

*Congressional District, county and city committees may request voluntary administrative fees for each delegate and alternate candidate to the Congressional District Convention. The total may not to exceed \$25.00. No person shall be denied the right to participate in the delegate selection process due to nonpayment of the voluntary administrative fee.*

**County and city committees must submit the certified list of delegates and alternates to the 1<sup>st</sup> Congressional District committee within five days after each caucus in the format specified by the 1<sup>st</sup> Congressional District.**

If elected a delegate or alternate to my Congressional District and State Conventions, I understand that, having expressed the above candidate preference, I will in all good conscience vote in that candidate’s caucus on the first ballot at both Conventions.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Authorized and paid for by Virginia’s First Congressional District Democratic Committee. Contributions to Virginia’s First Congressional District Democratic Committee are not tax deductible.*

**Virginia's First Congressional District Democratic Committee**  
**2016 Congressional District Convention ("new 1<sup>st</sup> CD")**  
***Delegate or Alternate Pre-filing Form***

I, the undersigned, certify that I am a Democrat, am a registered voter in \_\_\_\_\_, subscribe to the principles of the Democratic Party, do not intend to support any candidate who is opposed to a Democratic Nominee in the next ensuing election, and will not participate in the nominating process of any other political party.

**Please Print:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (H) \_\_\_\_\_ (O) \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Congressional District \_\_\_\_\_ County \_\_\_\_\_

or City \_\_\_\_\_ Precinct / Ward \_\_\_\_\_

**Filing For:** Delegate / Alternate (Circle One)

**U.S. House Candidate Preference** \_\_\_\_\_

(Candidate Name or Uncommitted)

**County and city committees must submit the certified list of delegates and alternates to the 1st Congressional District committee within five days after each caucus in the format specified by the 1<sup>st</sup> Congressional District.**

If elected a delegate or alternate to my Congressional District and State Conventions, I understand that, having expressed the above candidate preference, I will in all good conscience vote in that candidate's caucus on the first ballot at both Conventions.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Authorized and paid for by Virginia's First Congressional District Democratic Committee. Contributions to Virginia's First Congressional District Democratic Committee are not tax deductible.*

**Democratic Party of Virginia**  
**CAUCUS DECLARATION FORM 2016 (“old 1<sup>st</sup> CD”)**

As stated in Paragraph III.A.3.f of the Virginia Delegate Selection Plan:

“Any person attending a caucus, before participating in the caucus, shall sign a standardized declaration form approved by the State 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 registered voter in the jurisdiction in which the caucus is held.”

I, the undersigned, having read the above provisions, hereby state that I am a Democrat, that I do not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election, that I am not a member of any other political Party, have not participated and will not participate in the nominating process of any other Party for the 2016 Presidential election, and I am a registered voter in the precinct, city, or county listed below.

**PLEASE PRINT:**

NAME \_\_\_\_\_

RESIDENCE ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

MAILING ADDRESS (if different) \_\_\_\_\_

PHONE (H) \_\_\_\_\_ (O) \_\_\_\_\_

E-MAIL \_\_\_\_\_ (FAX) \_\_\_\_\_

CONGRESSIONAL DISTRICT \_\_\_\_\_

COUNTY OR CITY \_\_\_\_\_

PRECINCT/WARD \_\_\_\_\_

Presidential Preference \_\_\_\_\_

(Candidate Name)

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Virginia’s First Congressional District Democratic Committee**  
**CAUCUS DECLARATION FORM 2016 (“new 1<sup>st</sup> CD”)**

As stated in Paragraph III.A.3.f of the Virginia Delegate Selection Plan:

“Any person attending a caucus, before participating in the caucus, shall sign a standardized declaration form approved by the State 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 registered voter in the jurisdiction in which the caucus is held.”

I, the undersigned, having read the above provisions, hereby state that I am a Democrat, that I do not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election, that I am not a member of any other political Party, have not participated and will not participate in the nominating process of any other Party for the 2016 Presidential election, and I am a registered voter in the precinct, city, or county listed below.

**PLEASE PRINT:**

NAME \_\_\_\_\_

RESIDENCE ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

MAILING ADDRESS (if different) \_\_\_\_\_

PHONE (H) \_\_\_\_\_ (O) \_\_\_\_\_

E-MAIL \_\_\_\_\_ (FAX) \_\_\_\_\_

CONGRESSIONAL DISTRICT \_\_\_\_\_

COUNTY OR CITY \_\_\_\_\_

PRECINCT/WARD \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_