

**DISTRICT OF
COLUMBIA
DELEGATE
SELECTION
PLAN**

FOR THE 2004
DEMOCRATIC
NATIONAL CONVENTION

ISSUED BY THE DISTRICT OF COLUMBIA
DEMOCRATIC PARTY

MAY 2003

FINAL

THE DISTRICT OF COLUMBIA DELEGATE SELECTION PLAN
FOR THE 2004 DEMOCRATIC NATIONAL CONVENTION

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SECTION I

INTRODUCTION & DESCRIPTION OF DELEGATE SELECTION PROCESS

A. INTRODUCTION

1. The District of Columbia has a total of 39 delegates and 4 alternates. (Call, I. & Appendix B.)
2. 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 2004 Democratic National Convention* (Rules), the *Call for the 2004 Democratic National Convention* (Call), the *Regulations of the Rules and Bylaws Committee for the 2004 Democratic National Convention* (Regs.), the rules of the Democratic Party of the District of Columbia, the District of Columbia election code, and this Delegate Selection Plan. (Call, II.A.)
3. 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. The State Party Chair shall be empowered to make any technical revisions to this document as 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)
4. 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. The District of Columbia will use a proportional representation system based on the results of a presidential caucus for apportioning delegates to the 2004 Democratic National Convention.
2. The first determining step of the District of Columbia's delegate selection process will occur on February 14, 2004, with a Presidential Preference Caucus.
3. Voter Participation in Process
 - a. Participation in the District of Columbia's delegate selection process is open to all voters who are registered as Democrats. All United States citizens who are residents of the District of Columbia are eligible to register to vote. Residents of the District of Columbia register to vote by filling out a "Voter Registration Card" provided by the District of Columbia. Voter registration cards are available at the Wilson Building, 1315 Pennsylvania Avenue, NW, the Reeves Center, 2000 14th Street, NW, and 1 Judiciary Square, 441 4th Street, NW, as well as at local libraries and post offices. Voters declare their Party preference on the Voter Registration Card which is a public record.
 - b. At no stage of the District of Columbia'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. (Rule 2.D. & Reg. 4.4.)

c. 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.)

d. 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.)

4. Voting at Caucus Sites

a. The minimum number of caucus sites statewide shall be at least 1 for each Ward.

b. Participating at Caucus Sites

1) Those persons who wish to participate who complete the registration sign-in sheet and who are shown on the voter rolls maintained by the D.C. Board of Election and Ethics shall be presumed qualified to participate unless positive proof can be established to the contrary. Positive proof of this kind could include, but would not be limited to: documents which indicate that a person attempting to participate resides at a location outside the caucus zone or records of another caucus site indicating that person attempting to participate participated at another caucus site (in this case verification by phone by caucus manager of the other caucus site shall be sufficient). If such proof is presented to the caucus site manager before the caucus adjourns, the person applying to participate shall not be permitted to participate.

2) Challenged ballots shall be allowed to be cast by persons who claim they are properly registered Democrats in the District of Columbia but are not shown as such by the records of the D.C. Board of Election and Ethics. Challenged ballots shall be segregated from the other ballots cast, with the voters name, correct address and signature on the ballot, for subsequent review and verification if the person was a properly registered Democrat in the District of Columbia. Only those who are determined to be properly registered Democrats in the District of Columbia by the D.C. Board of Election and Ethics shall have their votes counted. Challenged ballots shall only be reviewed, verified, and ruled upon if the total amount of challenged ballots cast could affect the outcome of the election.

c. Registration at Caucus Sites

1) Registration at caucus sites shall involve and require of those wishing to participate completion of a registration sign-in sheet upon entering a caucus. These sign-in sheets shall be standardized and provided to each caucus site by the State Democratic Chair.

2) The sign-in sheets shall require that each voter wishing to participate provide the following:

- a) Name of person registering
- b) Address
- c) Telephone number (if a person has one)
- d) E mail address (if a person has one)
- e) Presidential caucus preference – to be set forth on a separate ballot

3) Those not providing all of the information listed above shall not be permitted to

participate, except that no one shall be barred from participating for failure to provide the information required in subsections 2(c) and 2(d).

d. Caucus Site Agenda

The agenda for each caucus site shall be as follows:

- 1) Call to order at 10 A.M. EST
- 2) Registration and expression of presidential preference
- 3) Adjournment at 4 P.M. EST
- 4) Caucus manager tabulates and reports results to State Party by phone and sends material to State Party

e. Caucus Site Rules

- 1) In every Ward, each caucus shall be called to order by the caucus manager, who shall be the Ward chair or his/her designee. If the Ward chair is designating someone other than himself/herself to serve as caucus manager, a letter which designates the caucus manager must be directed to the State Democratic Chair so that it is received no later than October 1, 2003. Replacement of caucus managers after October 1, 2003 shall be by letter from the Ward chair to the State Democratic Chair.
- 2) The caucus manager shall take all such steps necessary to make certain that the registration sign-in sheets are properly secured and that the results of the Presidential Caucus are accurately tabulated. Specifically, he/she shall:
 - a) Not allow any voting by proxy
 - b) Terminate registration at the time the caucus is adjourned. Those in line at the time the caucus is adjourned shall be allowed to complete the registration process and allowed to express their presidential preference.
 - c) See that the results of the presidential caucuses are accurately tabulated and make note of any challenges.
 - d) After tabulation, secure and seal all registration sign-in sheets and send them immediately to the State Democratic Chair, 1818 New York Avenue, N.E., Suite 224C, Washington, D.C. 20002. Also included in this package shall be the results of the tabulation and a signed statement that the tabulation is an accurate reflection of the division of presidential preference at the caucus.
 - e) Report the results of the tabulation to the State Democratic Chair by telephone immediately upon completion of tabulation.
 - f) Appoint any committees necessary for the smooth operation of the caucus.

5. Uniform Rules and Equal Access by Campaigns

- a. Presidential candidates shall be allowed to have present at each caucus site a representative who shall be allowed to observe registration and tabulation of presidential preferences.
- b. The State Democratic Chair shall establish uniform rules and regulations for "campaigning" of any nature at any caucus site. No preferential treatment shall be accorded to any campaign(s). Caucus site managers shall post these uniform rules and enforce them.

6. Tabulation of Results

The State Democratic Chair shall see that the results of all caucus sites are tabulated by Ward within congressional district, by congressional district and state-wide and that the results are used to allocate delegates and alternates to presidential preferences. The State Democratic Chair shall notify each district chair of the resultant delegate and alternate allocations no later than February 20, 2004.

SECTION II

PRESIDENTIAL CANDIDATES

A. BALLOT ACCESS

A presidential candidate gains access to the District of Columbia's presidential preference primary ballot by:

1. Filing a declaration of candidacy and a petition by Tuesday, January 13, 2004 of one thousand (1,000) signatures of registered qualified electors from each district who are members of the D.C. Democratic Party, with the D.C. Democratic State Committee or by submitting a check for \$1,500.00 payable to the D.C. Democratic State Committee. Petition forms will be available from the D.C. Democratic State Committee on Tuesday, December 2, 2003.
2. Each presidential candidate shall certify in writing to the State Democratic Chair, the name(s) of his or her authorized representative(s) by Tuesday, January 6, 2004. (Rule 11.D.(1))
3. Each presidential candidate (including uncommitted status) 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.)

B. WRITE-IN CANDIDATES

All ballots and caucus sign-in sheets shall include a provision for caucus participants to write-in their presidential preference which is not otherwise listed.

C. UNCOMMITTED

All ballots and caucus sign-in sheets shall include a provision for caucus participants to express a preference for uncommitted.

D. RIGHT OF AFFIRMATIVE ACTION COMMITTEE TO REVIEW FILINGS

1. The State Democratic Chair shall review all filings submitted by presidential candidates and shall convene a meeting of the Affirmative Action Committee after 5:00 P.M. on January 14, 2004. The State Democratic Chair may recommend the rejection of a candidate filing to the Affirmative Action Committee for any of the following reasons:
 - a. The presidential candidate is not a bona fide Democrat; or
 - b. The presidential candidate has withdrawn from the presidential race subsequent to filing; or
 - c. The presidential candidate fails to meet the definition in section Article VI of the Call to the 2004 Democratic National Convention issued by the Democratic National Committee and Rule 11.K. of the 2004 Delegate Selection Rules.

2. The Affirmative Action Committee, by a majority vote, may upon recommendation of the State Democratic Chair, exclude a presidential candidate for any of the above stated reasons. Upon such vote, the State Democratic Chair shall notify the presidential candidate of that decision.
3. The Affirmative Action Committee, by a majority vote, may approve the recommendation of the State Democratic Chair to add presidential candidates.
4. Nothing in this section shall be construed in such a manner so as to prevent a presidential candidate whose name has been removed from the presidential preference form from conducting a write-in campaign pursuant to Section II.B.

E. PRESIDENTIAL CANDIDATE AFFIRMATIVE ACTION OBLIGATIONS

Each presidential candidate (including uncommitted status) 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.

SECTION III

SELECTION OF DELEGATES AND ALTERNATES

A. DISTRICT-LEVEL DELEGATES AND ALTERNATES

1. The District of Columbia is allocated 10 district-level delegates and 3 district-level alternates.
2. District-level delegates and alternates shall be elected by congressional district conventions held on Saturday, March 6, 2004. ¹
3. Apportionment of District-Level Delegates and Alternates
 - a. The District of Columbia's district-level delegates and alternates are apportioned among the districts based on a formula giving equal weight to the vote for the Democratic candidates in the 2000 presidential and 2002 gubernatorial elections.
 - b. The District of Columbia's total number of district-level delegates and alternates will be divided between men and women so that the overall variance between men and women will not exceed one in each group.

¹ The District of Columbia is holding an advisory Presidential Preference Primary on January 13, 2004. This non-binding primary will have no force and effect in the determination of Presidential preference, or delegate selection, under this Plan.

- c. The district-level delegates and alternates are apportioned to districts as indicated in the following chart:

District	Delegates			Alternates		
	Males	Females	Total	Males	Females	Total
#1	2	3	5	1	0	1
#2	3	2	5	1	1	2
Total	5	5	10	2	1	3

4. District-Level Delegate and Alternate Filing Requirements

a. All delegate and alternate candidates must be identified as to presidential preference or uncommitted status at all levels which determine presidential preference. (Rule 11.A.)

b. 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 11.H.)

c. An individual can qualify as a candidate for district-level delegate or alternate to the 2004 Democratic National Convention by filing a statement of candidacy designating his or her presidential (or uncommitted) preference and a signed pledge of support for the presidential candidate (including uncommitted status) with the State Party by Friday, February 6, 2004. (Rules 11.B. & 13.F.) A delegate candidate shall be a registered Democratic voter for 90 days prior to the deadline for filing to run as a delegate candidate.

d. 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 11.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 Monday, February 16, 2004 by 5:00 p.m., a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rules 11.D. & 11.F.)

b. Each presidential candidate, or that candidate's authorized representative(s), must then file with the State Democratic Chair by Friday, February 20, 2004 by 5:00 p.m., 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 alternate women to be selected. (Rule 11.E.(1), Reg. 4.24.)

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 Friday, February 20, 2004 by 5:00 p.m.

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 (including uncommitted status). (Rule 11.E. & Reg. 4.24.)

6. Fair Reflection of Presidential Preference

a. Presidential Primary Proportional Representation Plan (Rules 12.A., 12.B. & 12.D.)

The District of Columbia presidential caucus is a binding caucus. Accordingly, delegate and alternate positions shall be allocated so as to fairly reflect the expressed presidential (or uncommitted) preference of the caucus participants in each district. The National Convention delegates and alternates selected at the district level shall be allocated in proportion to the percentage of the caucus 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 12.F.)

7. Equal Division of District-Level Delegates and Alternates

a. In order 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. 4.9.)

b. In each delegate district, the ballot shall list in separate blocks the names of delegate candidate men and women pertaining to each presidential candidate or uncommitted slate. The ranking of delegate candidates within each block shall be determined by the highest vote getters nominated in the caucus by descending order. The delegates in district 1 will be instructed to vote their presidential preference and for no more than two (2) men and three (3) women delegate candidates supporting that same presidential candidate. In district 2, voters will vote as above but for no more than three (3) men and two (2) women.

c. Write-in candidates for president, delegate or alternate are permitted.

d. After the delegates are selected, the alternates will be awarded, using the same process described above.

8. District Conventions

a. District Conventions of registered Democrats will be held in each of The District of Columbia's 2 congressional districts on Saturday, March 6, 2004 beginning at 10 A.M. EST.

b. Participation in District Conventions

Registered Democrats shall be the only persons eligible to participate in the district conventions.

c. Agenda for District Conventions

The agenda for the district conventions shall be as follows:

1) Registration of registered Democrats:

- a) In order to register, each registered Democrat shall sign a statement of support for his/her presidential candidate (including uncommitted) indicating the Ward in which he/she resides.

2) Call to order by duly elected congressional district chair (or designee) serving as permanent chair

3) Recess Into Presidential Caucus

- a. District-level delegates and alternates shall be selected by presidential preference groups at District Conventions Saturday, March 6, 2004. The delegates are allocated based on the results of the presidential caucus to be held on Saturday, February 14, 2004.

- b. Each presidential candidate (or uncommitted) caucus in each district shall select the number of delegates and alternates, by appropriate gender, allocated to them by the presidential caucus.

- c. District level delegates and alternates pledged to a presidential candidate shall be selected by a caucus of persons from each district who sign statements of support for the presidential candidate at the District Convention.

- d. At the close of the voting, ballot boxes shall be opened and ballots counted by tellers. All ballots shall be signed by the voter. Candidates or their agents are entitled to examine the ballots and the tallies. Tie votes following the validation of challenged ballots will be resolved by the drawing of straws.

9. Reconvening of Convention

- a. At the conclusion of each of the presidential caucuses, each presidential caucus chair shall report the results of the election to the permanent convention chair.

- b. The results of the election shall be read to the convention as a whole and any challenge to those results shall be announced at the same time either by the permanent convention chair or by a member of the presidential caucus whose results are being challenged.

10. Adjournment

- a. Immediately upon adjournment of each district convention, the permanent convention chair and secretary shall certify to the State Democratic Chair the results of the election of delegates and alternates, noting any challenges.

- b. The State Democratic Chair shall certify in writing to the Secretary of the DNC the election of the District-level delegates and alternates within three (3) calendar days after their election.

B. 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:

- (1) Members of the Democratic National Committee who legally reside in the state; (Rule 8.A.(1), Call, I.E., I., J. & Reg. 4.14.)
- (2) All of the District of Columbia's Democratic Members of the U.S. House of Representatives and the U.S. Senate; (Rule 8.A.(3), Call I.G. & J.)
- (3) The Democratic (Governor) Mayor; (Rule 8.A.(4), Call I.G. & J.)
- (4) "Distinguished Party Leader" delegates who legally reside in the District of Columbia. (Rule 8.A.(5), Call I.F., and Reg. 4.14.)

b. The certification process for the Unpledged Party Leader and Elected Official delegates is as follows:

- (1) Not later than March 1, 2004, the Secretary of the Democratic National Committee shall officially confirm to the State Democratic Chair the names of the unpledged delegates who legally reside in the District of Columbia. (Rule 8.A.)
- (2) Official confirmation by the Secretary shall constitute verification of the unpledged delegates from the categories indicated above. (Call, IV.B.1.)

2. Unpledged Add-On Delegates

a. The District of Columbia will select 2 unpledged add-on delegates. One of the unpledged add-on delegates shall be the District of Columbia's shadow representative, if a Democrat. (Rule 8.B., Call, I.H. & Reg. 5.1.)

b. The procedures to be used in selecting the 2 unpledged add-on delegates will be as follows:

- (1) Selection of the unpledged add-on delegates will occur at 7:00 pm on Thursday, April 29, 2004 at One Judiciary Square, which is after the election of district delegates and alternates and prior to the selection of the pledged Party Leader and Elected Official delegates following the established procedures of the D.C. Democratic State Committee or any special rules adopted by that body. (Rule 8.B.)
- (2) These delegates will be selected by the State Party Committee, which is the same selecting body used to select the pledged Party Leader and Elected Officials and At-Large delegates and alternates. (Rule 8.B.(1))
- (3) The equal division and affirmative action provisions of Rule 9.A. apply to the selection of these unpledged add-on delegates. (Rule 8.B.(2))
- (4) Individuals are nominated for these positions by having filed a statement of candidacy with the D.C. Democratic State Committee, 1818 New York Avenue, N.E., Suite 224C, Washington, D.C. no later than 5:00 p.m., April 6, 2004 and by having registered as a D.C. Democratic voter prior to January 28, 2004. (Reg. 4.15.)

- (5) The list from which the selecting body chooses the unpledged add-on delegates shall contain at least two (2) names for every unpledged add-on position to be filled. (Rule 8.B.(3))
 - (6) Unpledged add-on delegate candidates may be selected whether or not they previously filed a statement of candidacy for a delegate position or submitted a pledge of support for a presidential candidate. (Rule 8.B.(5) & Reg. 4.15.)
- c. Unpledged add-on delegates, selected pursuant to Rule 8.B., shall be certified in writing by the State Democratic Chair to the Secretary of the Democratic National Committee within three (3) days after the selection. (Call, IV.B.2.)

C. PLEDGED PARTY LEADER AND ELECTED OFFICIAL (PLEO) DELEGATES

1. The District of Columbia is allotted 2 pledged Party Leader and Elected Official (PLEO) delegates. (Call, I.C. & D.)
2. Pledged PLEO Delegate Filing Requirements
 - a. Individuals shall be eligible for the pledged Party Leader and Elected Official delegate positions according to the following priority: city-wide elected officials, ward council members, and party leaders. (Rule 8.C.(1) & Reg. 4.16.)
 - b. An individual can qualify as a candidate for a position as a pledged PLEO delegate by a petition and a statement of candidacy which must be filed by Tuesday, March 30, 2004 by 5:00 p.m. with the State Party Committee office located at 1818 New York Avenue, N.E., Suite 224C, Washington, D.C. 20004 (Rules 8.C.(3), & 13.G., Reg. 4.17.)
 - c. The presidential candidate or the candidate's authorized representative(s) shall have seven (7) days to disapprove any PLEO delegates. This disapproval shall be sent in writing to the State Party Committee. (Rule 8.C.(3) & Reg. 4.17.)
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 Friday, April 9, 2004 by 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 8.C.(3) & 11.D.)
 - b. Each presidential candidate, or that candidate's authorized representative(s), must file with the State Democratic Chair, Friday April 16, 2004 by 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 11.E.(2) & Reg. 4.24.)
 - 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 Friday April 16, 2004 by 5:00 p.m.
4. Selection of Pledged Party Leader and Elected Official Delegates

- a. The pledged PLEO slots shall be allocated among presidential preferences on the same basis as the at-large delegates. (Rule 8.C.(2), 9.C., 12.E. & F.)
 - b. Selection of the pledged PLEO delegates will be by vote of the State Party Committee and will occur at 7:30 pm on Thursday, April 29, 2004 at One Judiciary Square, which is after the election of district-level delegates and alternates and the unpledged add-on delegates and prior to the selection of at-large delegates and alternates. (Rule 8.C.)
 - c. These delegates will be selected by (Rule 8.D.) the State Party Committee, as:
 - (1) Membership on the State Party Committee is apportioned on the basis of population with four members elected from each ward, 12 at-large, four national or alternate national committee members, two Young Democrats and eight chartered ward chairs. (Rule 8.D.(1))
 - (2) Such delegates are elected at a public meeting subsequent to the election of district-level delegates. (Rule 8.D.(3))
 - (3) Members of the State Party Committee shall have been elected on January 13, 2004 or have been elected as Ward Chair or Young Democrats after January 1, 2003. (Rule 8.D.(4))
 - (4) Membership of the State Party Committee complies with the equal division requirements of Article 9, Section 16 of the Charter of the Democratic Party of the United States as members elected at-large, by ward, as national or alternate committee members and as Young Democrats are equally divided between men and women. (Rule 8.D.(5))
 - d. Alternates are not selected at the pledged Party Leader and Elected Official level. These alternates are combined with the at-large alternates and selected as one unit. (Reg. 4.31.)
5. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the state's pledged Party Leader and Elected Official delegates to the Democratic National Convention within three (3) days after their election. (Rule 7.D. & Call, IV.A.)

D. AT-LARGE DELEGATES AND ALTERNATES

1. The state of the District of Columbia is allotted 4 at-large delegates and 1 at-large alternate. (Rule 7.C., Call, I.B. & I.)
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 or uncommitted preference and a signed pledge of support for the presidential candidates (including uncommitted status) with the State Party by Tuesday, March 30, 2004. (Rules 11.B. & 13.G., Regs. 4.22. & 4.28.)
 - b. The statement of candidacy for at-large delegates and for at-large alternates will be the same. (Rule 17.A.) After the at-large delegates are elected by the State Party Committee, those persons not chosen will then be considered candidates for at-large alternate positions unless they specify otherwise when filing. Candidates may file a statement of candidacy for at-large delegate or alternate positions even if they have filed a statement of candidacy for PLEO delegate positions.

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 Friday, April 9, 2004 by 5:00 p.m., a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rule 11.D.) (Reg. 4.23. & 4.28.)

b. Each presidential candidate, or that candidate's authorized representative(s), must then file with the State Democratic Chair, by April 29, 2004 by 7:45 p.m., which is 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 11.E.(2) & Reg. 4.24.)

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 April 29, 2004 by 7:45 p.m.

4. Fair Reflection of Presidential Preference

a. At-large delegate and alternate positions shall be allocated among presidential preferences according to the division of preferences among convention participants.

b. Preferences which have not attained a 15% threshold on a state-wide basis shall not be entitled to any at-large delegates. (Rule 12.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 12.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 9.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 17.B., Call, I.I. & 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 8:00 pm on Thursday, April 29, 2004 at One Judiciary Square, which is after all unpledged delegates and pledged Party Leader and Elected Official delegates have been selected. These delegates and alternates will be selected by the State Party Committee. (Rules 9.B. & 8.D.)

b. Priority of Consideration

- (1) In the selection of the at-large delegation priority of consideration shall be given to African Americans, Hispanics, Native Americans, Asian/Pacific Americans and women. (Rule 6.A.)
- (2) In order 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), & Regs. 4.7. & 4.8.)
- (3) 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.)
- (4) Delegates and alternates are to be considered separate groups for this purpose. (Rules 6.A.(3), 9.A. & Regs. 4.8 & 4.20.)

6. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the state's at-large delegates and alternates to the Democratic National Convention within three (3) days after their election. (Rule 7.C. & Call, IV.A.)

E. 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 17.D.(2))

- (1) 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.
- (2) Any alternate permanently replacing a delegate shall be of the same presidential preference (including uncommitted status) 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.
 - (a) In the case where the presidential candidate has only one alternate, that alternate shall become the certified delegate.
 - (b) 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 17.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. 4.33.)

- b. Temporary Replacement of a Delegate: (Rule 17.D.(3))
 - (1) 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.
 - (2) Any alternate who temporarily replaces a delegate must be of the same presidential preference (including uncommitted status) 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. The following system will be used to select permanent and temporary replacements of delegates: (Rule 17.D.(1))
 - (1) The alternate who receives the highest number of votes becomes the delegate.
 - d. Certification of Replacements
 - (1) Any alternate who permanently replaces a delegate shall be certified in writing to the Secretary of the DNC by the State Democratic Chair. (Rule 17.D.2.)
 - (2) 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's Democratic Chair to the Secretary of the Democratic National Committee within three (3) days after the replacement is selected. (Call, IV.C.1.)
 - (3) Certification of permanent replacements will be accepted by the Secretary up to 48 hours before the first official session of the Convention is scheduled to convene. (Call, IV.C.1. & Reg. 4.32.)
 - (4) 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. 5.4.)
 - e. A vacant alternate position that occurs before July 1, 2004 shall be filled by the District of Columbia Democratic State Committee. A vacant alternative position that occurs after July 1, 2004 shall be filled by the delegation. The replacement shall be of the same presidential preference (or uncommitted status), of the same sex and, to the extent possible, from the same political subdivision as the alternate being replaced. (Rule 17.F.)
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 17.E. & Reg. 4.34.)
 - a. Members of Congress and the Democratic (Governor) Mayor 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 (Mayor), the

DNC shall recognize only such changes as have been officially recognized by the Democratic Governors Association. (Call, IV.C.2.a.)

b. Members of the Democratic National Committee and unpledged add-on delegates 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 2004 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.C.2.b.)

c. Unpledged distinguished Party Leader delegates allocated to the state pursuant to Rule 8.A.(5), shall not be entitled to name a replacement, nor shall the state be entitled to name a replacement. (Call, IV.C.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. The District of Columbia has been allocated 1 member on each of the three standing committees for the 2004 Democratic National Convention (Credentials, Platform and Rules), for a total of 3 members. (Call, VII.A. & Appendix D.)
2. Members of the Convention Standing Committees need not be delegates or alternates to the 2004 Democratic National Convention. (Call, VII.A.3.)
3. These members will be selected in accordance with the procedures indicated below. (Rule 1.G.)

B. PERMANENT STANDING COMMITTEE MEMBERS

1. Selection Meeting
 - a. The member's of the standing committees shall be elected by a quorum of the District of Columbia's National Convention delegates, at a meeting to be held on 8:30 pm on Thursday, April 29, 2004 at One Judiciary Square. (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 the District of Columbia shall proportionately represent the presidential preference of all candidates (including uncommitted status) receiving the threshold percentage used in the state's delegation to calculate the at-large apportionment pursuant to Rule 12.E. of the Delegate Selection Rules. (Call, VII.C.1. & Reg. 5.7.)
 - 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 the District of Columbia. 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 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 5:00 p.m., Thursday, April 29, 2004, 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 (including uncommitted status). 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 (including uncommitted status) shall use their best efforts to ensure that their respective delegation of standing committee members shall achieve the District of Columbia's affirmative action goals and that their respective members are equally divided between men and women. (Rule 6.I. & Reg. 4.10.)

- (1) A separate election shall be conducted for membership on each standing committee.
- (2) 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 standing committees. (Call, VII.E.1.)
- (3) 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 Democratic National Committee within three (3) days after their selection. (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 Democratic National Committee within three (3) days after the substitute member is selected. (Call, VII.B.4.)

SECTION V

THE DELEGATION

A. The District of Columbia will select one (1) person to serve as Delegation Chair and 2 to serve as Convention Pages. (Call, IV.D., E.1. & Appendix C.)

B. DELEGATION CHAIR

1. Selection Meeting

- a. The Delegation Chair shall be selected by a quorum of the District of Columbia's National Convention Delegates, at a meeting to be held at 8:30 pm on Thursday, April 29, 2004 at One Judiciary Square. (Call, IV.D.)
- 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 Democratic National Committee within three (3) days after his or her selection. (Call, IV.D.)

C. CONVENTION PAGES

1. Two individuals will be selected to serve as the District of Columbia's Convention Pages by the State Democratic Chair in consultation with the members of the Democratic National Committee from the state. This selection will take place at 8:45 pm on Thursday, April 29, 2004 at One Judiciary Square. (Call, IV.E.3. & Reg. 5.5.)
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. 5.5.A.)
3. The State Democratic Chair shall certify the individuals to serve as the District of Columbia's Convention Pages in writing to the Secretary of the Democratic National Committee within three (3) days after the selection. (Call, IV.E.3. & Reg. 5.5.B.)

SECTION VI

GENERAL PROVISIONS AND PROCEDURAL GUARANTEES

- A. The District of Columbia's Democratic Party 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 the District of Columbia 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 physical 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 the District of Columbia 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 the District of Columbia 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 the District of Columbia, on all levels, should support the broadest possible registration without discrimination based on status. (Rule 4.B.(4))
 5. The Democratic Party in the District of Columbia 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 the District of Columbia 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 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. The District of Columbia'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 or uncommitted status at all levels which determine presidential preference. (Rule 11.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 11.I.)
- F. Proxy voting is not allowed.
- G. 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 11.J.)

- H. 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 11.H. & Reg. 4.23.)
- I. 40% (forty percent) 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 14)
- 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 16.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 16.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. (Rules 1.F. & 10.B.)
- M. In electing and certifying delegates and alternates to the 2004 Democratic National Convention, the District of Columbia 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 2000 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.)

SECTION VII

AFFIRMATIVE ACTION AND OUTREACH PLAN

A. STATEMENT OF PURPOSE AND ORGANIZATION

1. Purpose and Objectives

- a. In order that the Democratic Party at all levels be an open Party that includes rather than excludes people from participation, a program of effective affirmative action is hereby adopted by the District of Columbia. (Rule 5.A.)
- b. Discrimination on the basis of status in the conduct of Democratic Party affairs is prohibited. (Rule 5.B.)
- c. All public meetings at all levels of the Democratic Party in the District of Columbia 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 physical disability (hereinafter collectively referred to as status). (Rule 4.B.(1))

d. In order to continue the Democratic Party's ongoing efforts to include groups historically under-represented, as indicated by their presence in the Democratic electorate, in the Democratic Party's affairs, by virtue of race/ethnicity, age, sexual orientation, or disability, District of Columbia 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 2004. These programs are to proactively reach out to the states various Democratic constituencies including groups such as African Americans, Hispanics, Native Americans, Asian/Pacific Americans, women, ethnics, youth, persons over 65 years of age, lesbians, and gay men, 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. (Rule 5.C & Reg. 4.7.)

e. In order to encourage full participation by all Democrats in the delegate selection process and in all Party affairs, the District of Columbia Democratic Party has adopted and will implement affirmative action programs with specific goals and timetables for African Americans, Hispanics, Native Americans, Asian/Pacific Americans and women. (Rule 6.A.)

- (1) The goal of the affirmative action 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)) 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))

2. Organizational Structure

a. An Affirmative Action Committee shall be appointed by the State Democratic Chair on or before March 1, 2003. (Rule 6.F.)

b. The Committee shall consist of members from each delegate district representing the Democratic constituency groups set forth in the Introduction to the Affirmative Action Plan. See Exhibit 1.

c. The Affirmative Action Committee shall be responsible for:

- (1) Reviewing the proposed Delegate Selection and Affirmative Action Plans and making recommendations to the State Democratic Chair.
- (2) Directing the implementation of all requirements of the Affirmative Action section of this Plan.
- (3) Implementing a financial assistance program for delegates and alternates. (Rule 6.G.)
- (4) 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/Pacific Americans and women. (Rule 6.E.)

d. 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 on Monday, September 15, 2003 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 delegate districts beginning in September 2003. 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 which are easily accessible to persons with physical 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.)

2. A speakers bureau of volunteers from 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.

3. 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.

4. 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. 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 Wednesday, October 1, 2003. (Rule 1.H.)

5. 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. Special attention shall be directed at 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 newspaper. The 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.C. and 3.D.)
2. Newspapers, radio and television 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, and wire services should complete timely coverage. See Exhibit 2. (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 and radio stations, ethnic press, Native American, Asian/Pacific American, Spanish-speaking and other non-English press, radio stations and publications, and women's organizations, student newspapers, gay and lesbian press, disability press, and any other speciality 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 Exhibit 2 List of 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 i.e. caucuses, conventions, meetings, newspaper, television, and radio announcements, press releases and public dissemination of the Plan shall be effectively publicized, bilingually where necessary, to encourage the participation of minority groups. (Rules 5.C. & 6.D.)
4. Not later than October 1, 2003, 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 2004 Convention; and
 - d. materials designed to encourage participation by prospective delegate candidates.

D. REPRESENTATION GOALS

1. The State Party has determined the demographic composition of African Americans, Hispanics, Native Americans, and Asian/Pacific Americans in the state's Democratic electorate. These constituency percentages shall be established as goals for representation in the state's convention delegation. (Rule 6.A.)

The Demographic composition of the District of Columbia's Democratic electorate is based on official data from the Bureau of the Office of Planning, District of Columbia, and the D.C. Board of Election and Ethics.

	African Americans	Hispanics	Native Americans	Asian/Pacific Americans
% in Democratic Electorate	65%	6%	0.3%	1.5%
Numeric Goals for Delegation	22	2	-	1

2. When selecting the at-large portion of the delegation, the demographic composition of the other delegates (district-level, pledged PLEO, and unpledged) shall be compared with the State Party's goals in order to achieve an at-large selection process which helps to bring about a representative balance.
3. 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. (Rule 6.A.(3))

E. OBLIGATIONS OF PRESIDENTIAL CANDIDATES TO MAXIMIZE PARTICIPATION

1. Presidential candidates shall assist the District of Columbia Democratic Party 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 15, 2003 which indicates the specific steps he or she will take to encourage full participation in the District of Columbia 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 (including uncommitted status) 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. 4.10.)

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 2004 Democratic National Convention* (Regs., Sec. 3.), and the Rules

of Procedure of the Credentials Committee of the 2004 Democratic National Convention. (Call, Appendix A.)

2. Under Rule 19.B. of the *2004 Delegate Selection Rules*, the DNC Rules and Bylaws Committee has jurisdiction over challenges pertaining to the submission, non-implementation and violation of state Delegate Selection and Affirmative Action Plans. (Rule 19.B.)

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 2004 Democratic National Convention. (Call, Appendix A. & Reg., 3.1.)

4. Challenges to the credentials of delegates and alternates to the 2004 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 2004 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 2004 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 Rules and Bylaws Committee and/or the Call for the 2004 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 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 Rules and Bylaws Committee not later than thirty (30) calendar days prior to the initiation of the state's delegate selection process. (Rule 19.A. & Reg. 3.4.A.)

2. A challenge to the state's Delegate Selection Plan shall be filed with the Chair of the DC Democratic Party and the Co-Chairs of the Rules and Bylaws Committee 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 Regs., 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 Rules and Bylaws Committee 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 Rules and Bylaws Committee not later than fifteen (15) days after the alleged violation occurred. The State Party has twenty-one (21) days to render a decision. Within ten (10) 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 Rules and Bylaws Committee to process it. The request must be made within ten (10) days after expiration of the above twenty-one (21) 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 Rules and Bylaws Committee or the Rules of Procedure of the Credentials Committee, which should be consulted for a detailed explanation of challenge procedures.

SECTION IX

SUMMARY OF PLAN

A. SELECTION OF DELEGATES AND ALTERNATES

The District of Columbia will use a proportional representation system based on the results of the presidential caucuses for apportioning its delegates to the 2004 Democratic National Convention.

The ‘first determining step’ of the District of Columbia’s delegate selection process will occur on February 14, 2004, with a Presidential Preference Caucus.

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	10	3	March 6, 2003	<p>Presidential Preference Caucuses at the D.C. Convention.</p> <p>In order to run for delegate-candidates, a person has to be a resident and registered as a Democrat in the congressional district in the District of Columbia from which he or she plans to run for at least 90 days before filing a statement of candidacy, i.e., November 9, 2003. He or she must pledge support for a Presidential candidate or pledge to be uncommitted by filing such a statement at the DC Democratic State Committee office by 5:00 pm, Friday, February 6, 2004. Two congressional district caucuses will be held on March 6, 2004 to nominate delegate candidates based on the Presidential preferences of the Caucus on February 14, 2004.</p>
Unpledged Party Leader and Elected Official Delegates*	21	n/a	n/a	Automatic by virtue of respective public or Party office as provided in Rule 8.A. of the 2004 Delegate Selection Rules.

Unpledged Add-on Delegates**	2	n/a	April 29, 2004	Selected by the DC Democratic State Committee
				Candidates must be Democrats resident and registered in the District of Columbia by Jan 7, 2003 and must file a statement of candidacy with the DC Democratic State Committee by 5:00 pm April 6, 2004.
Pledged Party Leaders and Elected Officials (PLEOs)	2	***	April 29, 2004	Selected by the DC Democratic State Committee
				Same as At-Large Delegates/Alternates (below)
At-Large Delegates and Alternates	4	1	April 29, 2004	Elected by the DC Democratic State Committee
				Candidates must be Democrats resident and registered in the District of Columbia by January 7 2003 and must file a statement of candidacy and pledge of support with the DC Democratic State Committee by 5:00 pm March 30, 2004.
TOTAL Delegates and Alternates	39	4		

* Unpledged Party Leader and Elected Official (PLEO) delegates includes the following categories, if applicable, who legally reside in the state: the Democratic National Committee Members, the Democratic President, the Democratic Vice President, all Democratic Members of Congress, the Democratic (Governor) Mayor, and any other Distinguished Party Leader as specified in Rule 8.A. of the *2004 Delegate Selection Rules*. The exact number of Unpledged PLEO Delegates is subject to change due to possible deaths, resignations, elections or special elections.

** Unpledged Add-on delegates refers to those delegates chosen according to Rule 8.B. of the *2004 Delegate Selection Rules*.

*** Pledged Party Leader and Elected Official (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
1	3	April 29	Members will be selected by the Democratic National Committee Delegation on Thursday, April 29, 2004, based on nominations received from the Presidential Candidates on April 29, 2004.

C. SELECTION OF DELEGATION CHAIR AND CONVENTION PAGES

The Delegation Chair will be selected by the National Convention Delegates on 8:30 pm on Thursday, April 29, 2004 at One Judiciary Square.

Two Convention Pages will be selected by the State Democratic Chair on 8:45 pm on Thursday, April 29, 2004 at One Judiciary Square.

D. PRESIDENTIAL CANDIDATE FILING DEADLINE

Presidential candidates must file a petition of candidacy with the Board of Elections and a copy to the State Party by Tuesday, January 13, 2004. (Rule 10.B.)

Presidential candidates must certify the name of their authorized representative(s) to the State Democratic Chair by Tuesday, January 6, 2004.

E. Timetable

Date	Activity
2003	
February 1	Delegate Selection Affirmative Action Committee members are appointed by the State Chair.
February 28	Affirmative Action Committee meets to draft proposed Delegate Selection and Affirmative Action Plans.
March 25	Proposed Delegate Selection and Affirmative Action Plans are tentatively approved for public comment by State Party Committee.
March 25	Public comments are solicited on the proposed Delegate Selection and Affirmative Action Plans. Press releases are mailed announcing the public comment period.
April 24	Period for public comment on state Plan is concluded. Responses are compiled for review by the State Party Committee.
May 1	State Party Committee reviews public comments and adopts revised Delegate Selection and Affirmative Action Plans for submission to DNC Rules and Bylaws Committee. Press releases are mailed announcing the approval of the Plan.
May 2 Extension by RBC	Delegate Selection and Affirmative Action Plans are forwarded to the DNC Rules and Bylaws Committee.
September 15	State Party begins implementation of the Affirmative Action Plan.
October 15	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 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 2	Presidential candidate petition forms are available from State Party Committee Headquarters.
2004	
January 6	Delegate and alternate candidates may obtain the statement of candidacy and pledge of support forms and filing instructions from State Party Committee Headquarters, in person, by mail, or from State Party's web site at [www.democrats.org].
January 6	Presidential candidate deadline for certifying the name(s) of their authorized representative(s) to the State Party.
January 13	Presidential candidate deadline for filing the petition of candidacy with the State Party Chair, and with the D.C. Board of Elections and copies to the State Party.
January 14	Meeting of the Affirmation Action Committee to review presidential candidate filings.
February 6	District-level delegate and alternate deadline for filing the statement of candidacy and pledge of support forms with State Party.
February 14	Presidential preference caucus.
February 16	State Party provides list of district-level delegate and alternate candidates to the respective Presidential candidates.
February 17	State Party certifies results of primary; district-level delegates and alternates are allocated according to presidential

	preference.
February 20	Presidential candidates provide list of approved district-level delegate and alternate candidates to State Party.
March 6	Congressional district caucuses slate district-level delegate and alternates.
March 9	State Party certifies elected district-level delegates and alternates to the Secretary of the Democratic National Committee.
March 30	Pledged PLEO and at-large delegate or alternate candidate deadline for filing the statement of candidacy and pledge of support forms with State Party.
April 9	State Party provides list of PLEO and at-large delegate and alternate candidates to the respective Presidential candidates.
April 6	Unpledged add-on delegate candidate filing deadline.
April 16	Presidential candidates provide approved list of pledged PLEO delegate candidates to State Party.
April 29	Democratic State Committee convenes. Unpledged add-on and pledged PLEO delegates selected. Following selection of PLEO delegates, presidential candidates provide approved list of at-large delegate and alternate candidates to State Party. Democratic State Committee selects at-large delegates and alternates. Presidential candidates submit lists of candidates for standing committee members to State Party.
April 29	National Convention delegation meeting. State Party Chair selects standing committee members. National delegation selects delegation chair. State Chair names convention pages.
April 30	State Party certifies remainder of elected delegates and alternates (Unpledged add-on, PLEOs, and at-large), along with standing committee members, delegation chair, and convention pages.