

**MINNESOTA  
DELEGATE  
SELECTION  
PLAN**

FOR THE 2004  
DEMOCRATIC  
NATIONAL CONVENTION

ISSUED BY THE MINNESOTA  
DEMOCRATIC- FARMER-LABOR PARTY

SEPTEMBER 1, 2003  
(Edited for comments from DNC)

THE MINNESOTA DELEGATE SELECTION PLAN  
FOR THE 2004 DEMOCRATIC NATIONAL CONVENTION

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## SECTION 1

**INTRODUCTION & DESCRIPTION OF DELEGATE ELECTION PROCESS**

## A. INTRODUCTION

1. Minnesota has a total of 87 delegates and 12 alternates. (Call, I. & Appendix B.)
2. The delegate election 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 Constitution & Bylaws and Call of the Minnesota Democratic Farmer Labor Party, and this Delegate Selection Plan. (Call, II.A.)
3. Following the adoption of this Delegate Selection Plan by the State Central Committee, it shall be submitted for review and approval by the DNC Rules and Bylaws Committee (“RBC”). The State DFL Constitution & Bylaws Commission 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 DFL Constitution & Bylaws Commission 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 DFL Party will be submitted to and approved by the RBC before it becomes effective. (Reg. 2.9)

## B. DESCRIPTION OF DELEGATE ELECTION PROCESS

1. Minnesota will use a proportional representation system based on the results of the presidential preference ballots cast at the precinct caucuses for apportioning delegates to the 2004 Democratic National Convention.
2. The “first determining step” of Minnesota’s delegate election process will occur on March 2, 2004, with precinct caucuses.
3. Voter Participation in Process
  - a. Participation in Minnesota’s delegate election process is open to all voters who wish to participate as Democrats. To be eligible to vote on the presidential preference ballot at the precinct caucuses, a person must satisfy all of the following requirements:
    - (1) The person must reside in the precinct.
    - (2) The person must be 18 years old and otherwise qualified to vote by November 2, 2004.
    - (3) The person must agree with the DFL principles as stated in the State DFL Constitution and Bylaws.
    - (4) The person must not be an active member of any other political party.

Each caucus participant is registered on a precinct roll containing an attestation that the participant meets the above requirements.

- b. At no stage of Minnesota's delegate election 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 election process. (Rule 3.E. & Reg. 4.6.)

## SECTION II

### PRESIDENTIAL CANDIDATES

#### A. BALLOT ACCESS

A presidential candidate gains access to the ballot taken at the precinct caucuses by submitting a letter to the State DFL Chair by 4:30 p.m. Central Standard Time on February 1, 2004. "Uncommitted" status will automatically appear on the ballot. Write-ins are allowed. (Rules 10.B., 13.A., 13.B., 13.D., 13.E., & 13.H.)

- B. Each presidential candidate shall certify in writing to the State DFL Chair, the name(s) of his or her authorized representative(s) by February 1, 2004. (Rule 11.D.(1))
- C. 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.)

## SECTION III

### ELECTION OF DELEGATES AND ALTERNATES

#### A. DISTRICT-LEVEL DELEGATES AND ALTERNATES

1. Minnesota is allocated 47 district-level delegates and 8 district-level alternates. (Rule 7.C., Call, I.B. & I.I.)
2. District-level delegates and alternates shall be elected by a caucus/convention system with three levels:
  - a. First Level: Precinct caucuses on March 2, 2004. Elect delegates to County Unit Conventions. Attendees also cast ballots to allocate National Convention delegates and alternates among presidential preferences and uncommitted status for Congressional District and State Conventions.
  - b. Second Level: County Unit Conventions on March 2 – April 4, 2004. Elect delegates to Congressional District Conventions and State Convention.

- c. Third Level: Congressional District Conventions on April 17 – May 22, 2004. Elect district-level National Convention delegates/alternates.

3. Apportionment of District-Level Delegates and Alternates

- a. Minnesota’s district-level delegates and alternates are apportioned among the districts based on a formula giving equal weight to the average of the vote for the Democratic candidates in the 1996 and 2000 presidential elections. (Rule 7.A., Regs. 4.11., 4.12. & Appendix A)
- b. Minnesota’s total number of district-level delegates will be equally divided between men and women. Because the total number of district-level delegates is odd, the overall variance between men and women cannot exceed one. (Rule 6.C.(1) & Reg. 4.9.)
- 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	2	3	5	1	0	1
#3	3	3	6	1	0	1
#4	4	3	7	0	1	1
#5	4	4	8	0	1	1
#6	2	3	5	1	0	1
#7	3	2	5	0	1	1
#8	3	3	6	0	1	1
Total	23	24	47	4	4	8

\* Gender balance of delegates and alternates was determined by lot at the April 26, 2003 State Central Committee meeting.

- d. The apportionment of delegates to be elected from each tier to the next tier (e.g. precincts, county units, etc.) is based upon the DFL Average Vote as defined in the State DFL Constitution. (Rule 7.B.)

4. District-Level Delegate and Alternate Filing Requirements

- a. A district-level delegate and alternate candidate may run for election only within the district in which he or she is registered to vote. (Rule 11.H.)
- b. 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 Congressional District convention chair no later than two hours before the election of delegates at the

Congressional District Convention at which he or she seeks election. (Rules 11.B. & 13.F.) A person does not have to be a delegate to the Congressional District Convention to run for district-level delegate or alternate.

- c. All candidates considered for district-level alternate positions must meet the same requirements as candidates for district-level delegate positions, except that candidates who were not chosen at the delegate level may be considered at the alternate level. (Rule 11.C.)
5. Presidential Candidate Right of Review for District-Level Delegates and Alternates
    - a. The State DFL Chair shall ask presidential candidates to file a waiver of candidate right of approval with the State DFL Chair by February 1, 2004. If any candidate has not filed a waiver, the Congressional District Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than 90 minutes prior to the election of National Convention delegates and alternates, a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rules 11.D. & 11.F.)
    - b. Such a presidential candidate, or that candidate's authorized representative(s), must then file with the Congressional District Chair not later than 30 minutes prior to the election of National Convention delegates and alternates, a list of all such candidates he or she has approved, provided that approval must 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 elected. (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 Congressional District Chair not later than 30 minutes prior to the election of National Convention delegates and alternates.
    - 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. Caucus/Convention - Proportional Representation Plan (Rules 12.A., 12.B. & 12.D.)

Minnesota is a caucus/convention state that utilizes a binding ballot taken at the precinct caucuses. Accordingly, delegate and alternate positions shall be allocated so as to fairly reflect the expressed presidential (or uncommitted) preference of the precinct caucus attendees in each district. The National Convention delegates elected at the district level shall be allocated in proportion to the percentage of the precinct 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. (Rule 12.B.)

- 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.)
  - c. District-level delegates and alternates pledged to a presidential candidate (including uncommitted status) are elected by a caucus of persons from the unit electing the delegate or alternate who sign statements of support for that presidential candidate using the following process: (Rule 11.G.)
    - (1) Minnesota will hold precinct caucuses on Tuesday, March 2, 2004. At the precinct caucus level, caucus attendees will cast a binding vote to allocate district level and state level delegates and alternates among the presidential preferences (including uncommitted). Caucus attendees will also elect delegates and alternates to the County Unit Conventions. Rules for electing precinct caucus delegates are found under the "Precinct Caucus" section of the 2004-2005 DFL Call. (First tier)
    - (2) The DFL County Unit Conventions will be held from March 2 to April 4, 2004. At the county unit level, delegates and alternates will be elected to the Congressional District and State Conventions. Rules for electing delegates and alternates to the Congressional District and State Conventions are found under the "County Unit Convention" section of the 2004-2005 DFL Call, which is attached as an Appendix to this Plan. (Second tier)
    - (3) Delegates and alternates elected at the County Unit Conventions participate at both the Congressional District (third tier) and State (fourth tier) Conventions. Congressional District Conventions will be held between April 17 and May 22, 2004. District and state-level National Convention delegate allocations are set by a binding vote at the precinct caucuses. Contact the State DFL Office in St. Paul after March 2, 2004 for exact locations, dates and times of the Congressional District Conventions.
  - d. In every Congressional District, the alternate will be allocated to the candidate preference (including uncommitted) that received the largest number of votes on the precinct caucus ballot in that district.
7. Equal Division of District-Level Delegates and Alternates
- a. The Minnesota delegation shall be equally divided between delegate men and delegate women, and alternate men and alternate women. Such goals apply to the Minnesota delegation as a whole. Delegates and alternates shall be considered separate groups for purposes of achieving equal division. In order to ensure the district-level delegates are equally divided between men and women, the following provisions shall apply: (Rule 6.C.(1) & Reg. 4.9.)
    - (1) The convention chair shall allocate delegate positions to each presidential preference (including uncommitted status) based on the votes on the ballot at the precinct caucuses in the district.
    - (2) Each even numbered allocation shall be equally divided by gender. Each odd numbered allocation shall be as equally divided by gender as possible. The rules of each Congressional District Convention shall provide a mechanism to assure equal division by gender of the Congressional District delegation as a whole as specified in the table in paragraph 3, above.

- b. The alternate elected at each Congressional District Convention shall be of the gender specified in the table in paragraph 3, above.
8. The State DFL Chair shall certify in writing to the Secretary of the Democratic National Committee (DNC) the election of Minnesota's district-level delegates and alternates to the Democratic National Convention within three (3) days after each Congressional District Convention at which they were elected. (Rule 7.C. & Call, IV.A.)

## 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 Minnesota'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 (if applicable); (Rule 8.A.(4), Call I.G. & J.)
    - (4) Vice President Mondale and any other "Distinguished Party Leader" delegates who legally reside in the state (if applicable). (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 DFL Chair the names of the unpledged delegates who legally reside in Minnesota. (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. Minnesota will elect 2 unpledged add-on delegates. (Rule 8.B., Call, I.H. & Reg. 5.1.)
  - b. The procedures to be used in electing the 2 unpledged add-on delegates will be as follows:
    - (1) Election of the unpledged add-on delegates will occur at the State Convention on May 22 or 23, 2004 in Duluth, after the election of district delegates and alternates and prior to the election of the pledged Party Leader and Elected Official delegates. The procedures and rules for election of delegates at the State Convention are found in the 2004-2005 DFL Call, which is attached as an Appendix to this Plan. (Rule 8.B.)
    - (2) These delegates will be elected by the State Convention, which is the same body used to elect the pledged Party Leader and Elected Official 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 election of these unpledged add-on delegates. One add-on delegate will be male and the other will be female. (Rule 8.B.(2))
  - (4) Individuals are nominated for these positions by nomination from the floor of the State Convention. (Reg. 4.15.)
  - (5) Unpledged add-on delegate candidates may be elected 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, elected pursuant to Rule 8.B., shall be certified in writing by the State DFL Chair to the Secretary of the Democratic National Committee within three (3) days after the election. (Call, IV.B.2.)

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

1. Minnesota is allotted 9 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: big city mayors and state-wide elected officials (to be given equal consideration); state legislative leaders, state legislators, and other state, county and local elected officials and party leaders. (Rule 8.C.(1) & Reg. 4.16.)
  - b. An individual can qualify as a candidate for a position as a pledged PLEO delegate by filing a statement of candidacy and pledge of support with the State DFL Chair no later than two hours before the election of delegates at the State Convention. An individual may obtain the form necessary to make a filing of candidacy and pledge of support from the convention secretary the day of the State Convention on which the National Convention delegates are to be elected, or from the State DFL Office, 651-293-1200 or 1-800-999-7457 (toll free) before the start of the State Convention. (Rules 8.C.(3), & 13.G., Reg. 4.17)
3. Presidential Candidate Right of Review
  - a. The State DFL Chair shall ask presidential candidates to file a waiver of candidate right of approval with the State DFL Chair by February 1, 2004. If any candidate has not filed a waiver, the State DFL Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later 90 minutes prior to the election of pledged PLEO delegates, 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. Such a presidential candidate, or that candidate's authorized representative(s), must file with the State DFL Chair, not later 30 minutes prior to the election of pledged PLEO delegates, 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 DFL Chair not later 30 minutes prior to the election of pledged PLEO delegates.

4. Election of Pledged Party Leader and Elected Official Delegates
  - a. The pledged PLEO slots shall be allocated among presidential preferences (including uncommitted status) on the same basis as the at-large delegates. (Rule 8.C.(2), 9.C., 12.E. & F.)
  - b. Election of the pledged PLEO delegates will occur at the State Convention on May 23 in Duluth, after the election of district-level delegates and alternates and the unpledged add-on delegates and prior to the election of at-large delegates and alternates. The procedures and rules for election of delegates at the State Convention are found in the 2004-2005 DFL Call, which is attached as an Appendix to this Plan. (Rule 8.C.)
  - c. These delegates will be elected by the State Convention. (Rule 8.D.)
  - d. Alternates are not elected at the pledged Party Leader and Elected Official level. These alternates are combined with the at-large alternates and elected as one unit. (Reg. 4.31.)
5. The State DFL Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the Minnesota'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. Minnesota is allotted 16 at-large delegates and 4 at-large alternates. (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 DFL Chair no later than two hours before the election of the at-large delegates and alternates at the State Convention. (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 Convention, those persons not chosen will then be considered candidates for at-large alternate positions unless they specify otherwise when filing.
3. Presidential Candidate Right of Review
  - a. The State DFL Chair shall ask presidential candidates to file a waiver of candidate right of approval with the State DFL Chair by February 1, 2004. If any candidate has not filed a waiver, the State DFL Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than 90 minutes prior to the election of at-large delegates and alternates (and after the election of district-level and PLEO delegates), a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rule 11.D.)
  - b. Such a presidential candidate, or that candidate's authorized representative(s), must then file with the State DFL Chair, after the election of pledged PLEO delegates and not later

than 30 minutes prior to the election of at-large delegates and alternates, 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 DFL Chair not later than 30 minutes prior to the election of at-large delegates and alternates.
4. Fair Reflection of Presidential Preference
    - a. At-large delegate and alternate positions shall be allocated among presidential preferences (including uncommitted status) according to the votes on the ballot taken at the precinct caucuses. (Rule 9.C.)
    - b. Preferences which have not attained a 15% threshold on a state-wide basis shall not be entitled to any at-large delegates. (Rule 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 election 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. Election of At-Large Delegates and Alternates
    - a. The election of the at-large delegates and alternates will occur at the State Convention on May 23, 2004 in Duluth after all unpledged delegates and pledged Party Leader and Elected Official delegates have been elected. The procedures and rules for election of delegates and alternates at the State Convention are found in the 2004-2005 DFL Call, which is attached as an Appendix to this Plan. (Rule 7.D. & Call, III.)
    - b. These delegates and alternates will be elected by the State Convention. (Rules 9.B. & 8.D.)
    - c. Priority of Consideration
      - (1) In the election 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 DFL Party's ongoing efforts to include groups historically under-represented in the DFL 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 DFL Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the Minnesota'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 Central 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) Whenever more than one alternate is eligible to be a permanent or temporary replacement of a delegate, the replacement shall be selected by lot from the group determined under paragraph a. or b. of eligible alternates pledged to that presidential preference (including uncommitted status).
- 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 DFL 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 DFL 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 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. However, if the vacancy is due to an alternate replacing a delegate, then the new alternate must be from the same political subdivision from which the original delegate was elected. If possible, the replacement shall be selected from among the group of unsuccessful candidates for that alternate position, with preference being given to the person who received the next highest number of votes. (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 DFL Governor shall not be entitled to name a replacement. In the event of changes or vacancies in the Minnesota'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 Minnesota's office of Governor, 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 Minnesota'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. Minnesota has been allocated 3 member(s) on each of the three standing committees for the 2004 Democratic National Convention (Credentials, Platform and Rules), for a total of 9 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 elected in accordance with the procedures indicated below. (Rule 1.G.)

#### B. TEMPORARY STANDING COMMITTEE MEMBERS

1. Temporary members for the Convention Standing Committees will be elected by the State Central Committee at a meeting held between January 1, 2004 and March 2, 2004. Beginning January 2, 2004, persons may call the State DFL Office in St. Paul to obtain the exact date, time and location of the meeting. The meeting shall be open to the public and well publicized in accordance with the Affirmative Action program in this Plan. Members of the State Central Committee shall receive timely notice of the meeting, in accordance with the DFL Constitution. (Call VII.G.(2) and Reg. 5.8.)
2. Any Democrat may apply for a position as a temporary member of the standing committees. Persons wishing to be considered must submit an application to the State DFL Chair, including the committee or committees for which they wish to be considered, no later than 30 minutes prior to the election.
3. A separate election shall be conducted for membership on each of the standing committees. 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))
4. Temporary members serve only in the event that the respective standing committee is called to meet prior to completion of the Minnesota's delegate election process (and subsequent election of permanent standing committee members), and no temporary member may continue to serve after the election of the permanent standing committee members unless he or she is elected as a permanent member. (Call VII.G.(3))

5. The State DFL Chair shall certify the temporary standing committee members in writing to the Secretary of the Democratic National Committee within three (3) days after their election. Substitutions in a Minnesota's list of temporary members may only be made up to ten (10) days prior to the time the standing committee meets. Substitute temporary standing committee members will be elected at a meeting of the State Central Committee in accordance with the provisions outlined above. (Call VII.B.(3) and G.(3))

C. PERMANENT STANDING COMMITTEE MEMBERS

1. Election Meeting

- a. The members of the standing committees shall be elected by a quorum of Minnesota's National Convention delegates, at a meeting to be held on May 23, 2004, following the State Convention. (Call, VII.B.1.)
- b. All members of the delegation shall receive adequate notice of the time, date and place of the meeting to elect the standing committee members. (Call, VII.B.1.)

2. Allocation of Members

- a. The members of the standing committees allocated to Minnesota shall proportionately represent the presidential preference of all candidates (including uncommitted status) receiving the threshold percentage used in the Minnesota'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 Minnesota. 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 Minnesota's delegation authorized to elect standing committee members. (Call, VII.D.1.)
  - b. The State DFL Chair shall ask presidential candidates to file a waiver of candidate right of approval with the State DFL Chair by February 1, 2004. If any candidate has not filed a waiver, that presidential candidate, or that candidate's authorized representative(s), must submit to the State DFL Chair, at least 30 minutes prior to the election, a minimum of one (1) name for each slot awarded to that candidate for members of each committee, and the delegation shall elect the standing committee members submitted by such 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.)
  - c. For all candidates who have filed waivers, individuals may be nominated for election to standing committee positions by any member of the delegation.
4. Election 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 Minnesota's affirmative action goals and that their respective members are equally divided between men and women. (Rule 6.I. & Reg. 4.10.)
  - b. The delegation will determine the process that it will use to achieve equal division of the standing committee members, provided that the resulting membership shall consist of five members on one gender and four members of the other, and that each committee's membership shall consist of two members of one gender and one member of the other.
5. Certification and Substitution
  - a. The State DFL Chair shall certify the standing committee members in writing to the Secretary of the Democratic National Committee within three (3) days after their election. (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. Minnesota will elect one (1) person to serve as Delegation Chair and three (3) persons to serve as Convention Pages. (Call, IV.D., E.1. & Appendix C.)



**B. DELEGATION CHAIR**

1. Election Meeting
  - a. The Delegation Chair shall be elected by a quorum of the Minnesota's National Convention Delegates, at a meeting to be held on May 23, 2004, following the State Convention. (Call, IV.D.)
  - b. All members of the delegation shall receive timely notice of the time, date and place of the meeting to elect the Delegation Chair. (Rule 3.C.)
2. The State DFL Chair shall certify the Delegation Chair in writing to the Secretary of the Democratic National Committee within three (3) days after his or her election. (Call, IV.D.)

**C. CONVENTION PAGES**

1. Three individuals will be selected to serve as Minnesota's Convention Pages by the State DFL Chair in consultation with the members of the Democratic National Committee from the state. This selection will take place on May 23, 2004 following the State Convention. (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 DFL Chair shall certify the individuals to serve as Minnesota'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 Minnesota DFL Party reaffirms its commitment to an open party by incorporating the "six basic elements" as listed below. These provisions demonstrate the intention of the DFL Party to ensure a full opportunity for all minority group members to participate in the delegate election process. (Rules 4.A. & C.)
  1. All public meetings at all levels of the Minnesota DFL Party should be open to all members of the Minnesota DFL 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 Minnesota DFL Party should be required or used which has the effect of requiring prospective or current members of the Minnesota DFL 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 Minnesota DFL Party 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 Minnesota DFL Party, on all levels, should support the broadest possible registration without discrimination based on “status.” (Rule 4.B.(4))
  5. The Minnesota DFL Party 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 election of DFL Party officers and representatives on all levels. Publication of these procedures should be done in such fashion that all prospective and current members of the Minnesota DFL Party will be fully and adequately informed of the pertinent procedures in time to participate in each election procedure at all levels of the DFL Party organization. (Rule 4.B.(5))
  6. The Minnesota DFL Party 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 DFL Party. Such publication should be done in timely fashion so that all prospective candidates or applicants for any elected or appointed position within the DFL 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 Minnesota DFL Party affairs is prohibited. (Rule 5.B.)
  - C. Minnesota’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 election 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. 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.)
  - G. All delegates, alternates and standing committee members must be bona fide Democrats who have the interests, welfare and success of the Democratic Party of the United States at heart, who subscribe to the substance, intent and principles of the Charter and Bylaws of the Democratic Party of the United States, and who will participate in the Convention in good faith. (Rule 11.H. & Reg. 4.23.)
  - H. Forty percent of the eligible members shall constitute a quorum when dealing with the election of National Convention delegates and alternates, committee members, or other official participants, and on any other issue involving the national delegate election process. (Rule 14)
  - I. Proxy voting is not allowed at any level. (Rule 15 & Reg. 4.29.)
  - J. The unit rule, or any rule or practice whereby all members of a Party unit or delegation may be required to cast their votes in accordance with the will of a majority of the body, shall not be used at any stage of the delegate election 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 election ballot or be publicly identified on the ballot as the official Minnesota DFL Party organization slate, and all slates must meet identical qualifying requirements for appearing on a ballot at all levels of the delegate election process. (Rule 16.B.)

- L. All steps in the delegate election 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, Minnesota thereby undertakes to assure all Democratic voters in the state full, timely and equal opportunity to participate in the delegate election 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 elected in accordance with the Delegate Selection Rules for the 2004 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 which includes rather than excludes people from participation, a program of effective affirmative action is hereby adopted by the Minnesota DFL Party. (Rule 5.A.)
- b. Discrimination on the basis of “status” in the conduct of DFL Party affairs is prohibited. (Rule 5.B.)
- c. All public meetings at all levels of the Minnesota DFL Party should be open to all members of the DFL Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status or physical disability (herein collectively referred to as “status”). (Rule 4.B.(1))
- d. In order to continue the Minnesota DFL Party’s ongoing efforts to include groups historically under-represented in the Party’s affairs, by virtue of race/ethnicity, age, sexual orientation, disability or economic circumstances, the Minnesota DFL Party 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 election process and at all levels of Party affairs for 2004. (Rule 5.C & Reg. 4.7.) These programs will be designed to pro-actively reach out to Minnesota’s various Democratic constituencies including groups such as African Americans, Hispanics, Native Americans, Asian/Pacific Americans, Women, Youth, Senior Citizens, Gay/Lesbian/Bisexual/Transgender Persons, People with Disabilities, Labor, Farmers, and Low and Moderate Income Persons, to heighten the awareness of these groups and the Minnesota DFL Party’s desire to have them fully participate.
- e. In order to encourage full participation by all Democrats in the delegate election process and in all Party affairs, the Minnesota DFL 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 election 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))
- (2) This goal shall not be accomplished either directly or indirectly by the Party's imposition of mandatory quotas at any level of the delegate election process or in any other Party affairs. (Rule 6.A.(2))

## 2. Organizational Structure

- a. The State DFL Affirmative Action Commission shall be constituted as provided in the State DFL Constitution and Bylaws. The Affirmative Action appointment process was completed April 26, 2003 by the election of the State Affirmative Action Officer. Other members had already been elected at the 2002 Congressional District Conventions. (Rule 6.F.)
  - b. The Commission consists of members from each delegate district as provided in the State DFL Constitution and Bylaws and members representing the DFL constituency groups set forth in the Introduction to the Affirmative Action Plan. Exhibit #1 lists the members of the Affirmative Action Commission and identifies each member's relevant demographic ("status") information.
  - c. The Affirmative Action Commission shall be responsible for:
    - (1) Reviewing the proposed Affirmative Action Plans and making recommendations to the State DFL 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 Central Committee, that district lines used in the delegate election 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 Commission shall be provided by the State DFL Party to the greatest extent feasible, including, but not limited to, making available on a priority basis the State Party staff and volunteers, and covering reasonable costs incurred in carrying out this Plan.
3. Implementation of the Affirmative Action Plan shall begin on or before September 16, 2003, with the distribution of the press kits, and will continue through the end of the delegate election process. (Rule 1.F.)

## B. EFFORTS TO EDUCATE ON THE DELEGATE ELECTION 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 election 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 election 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 Commission 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 DFL Party's education efforts will include outreach to community leaders within the Party's constituencies and making sure that information about the delegate election process is available to Democratic clubs and Party caucuses representing specific constituencies.
4. The State DFL Party will publish and make available at no cost: a clear and concise explanation of how Democratic voters can participate in the delegate election 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 Call, the Delegate Selection Plan (and its attachments), and the Affirmative Action Plan, at no cost. Copies of documents related to the Minnesota's delegate election process will be prepared and the Affirmative Action Commission will distribute them in the various delegate districts not later than December 1, 2003. (Rule 1.H.)
5. The State DFL 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 ELECTION PROCESS

1. Special attention shall be directed at publicizing the delegate election 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 election process and where to get additional information. 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 election 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 election 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 DFL Chair, Affirmative Action Commission members and staff. Regular releases during the delegate election process to all other media sources, weekly newspapers, and wire services should complete timely coverage. (Rules 4.B.(3) & 6.D.)
3. A priority effort shall be directed at publicity among the DFL Party's constituencies.
  - a. Information about the delegate election 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 DFL Party shall be responsible for the implementation of this publicity effort. For purposes of providing adequate notice of the delegate election process, the times, dates, places and rules for the conduct of caucuses and conventions shall be effectively publicized, bilingually where necessary, to encourage the participation of minority groups. (Rules 5.C. & 6.D.)
4. Not later than September 16, 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 Minnesota's delegate election 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 DFL Party has determined the demographic composition of African Americans, Hispanics, Native Americans, and Asian/Pacific Americans in the Minnesota's Democratic electorate. These constituency percentages shall be established as goals for representation in the Minnesota's convention delegation. (Rule 6.A.)

	African Americans	Hispanics	Native Americans	Asian/Pacific Americans
% in Democratic Electorate	4.79%	3.91%	1.53%	3.99%
Numeric Goals for Delegation	5	4	2	4

\* The above numbers were based on information drawn from the 2000 census, and were adjusted to reflect estimated participation of each group in the DFL electorate using the votes for Democratic presidential candidates in the 1996 and 2000 elections.

The Minnesota DFL Party also encourages the election of people from the following groups as National Delegates: People who work hard and fight hard for the DFL Party, including but not limited to Youth; Senior Citizens; Gay/Lesbian/Bisexual/Transgender Persons; People with Disabilities; Labor; Farmers; and Low and Moderate Income Persons.

2. When electing 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 DFL Party's goals in order to achieve an at-large election 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 DFL 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 Minnesota DFL 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 DFL Chair by October 1, 2003 which indicates the specific steps he or she will take to encourage full participation in Minnesota's delegate election 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 Minnesota'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 election 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 DFL 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 Central 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 Minnesota's delegate election process. (Rule 19.A. & Reg. 3.4.A.)
2. A challenge to Minnesota's Delegate Selection Plan shall be filed with the State DFL Chair and the Co-Chairs of the Rules and Bylaws Committee within fifteen (15) calendar days after the adoption of the Plan by the State DFL 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 election 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 Central Committee and with the Rules and Bylaws Committee not later than fifteen (15) days after the alleged violation occurred. The State DFL 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 DFL 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 the State DFL Party has adopted and implemented an approved affirmative action program, the State DFL 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 this Plan, except that such challenges must be filed not later than thirty (30) days prior to the initiation of the Minnesota's delegate election 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. ELECTION OF DELEGATES AND ALTERNATES

Minnesota will use a proportional representation system based on the results of a binding vote taken at the precinct caucuses among all caucus attendees for presidential candidates and uncommitted status for apportioning its delegates to the 2004 Democratic National Convention.

The “first determining step” of Minnesota’s delegate election process will occur on March 2, 2004 with precinct caucuses.

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

Type	Delegates	Alternates	Date of Election	Electing Body
				Filing Requirements and Deadlines
District-Level Delegates and Alternates	47	8	April 17 – May 22, 2004	Electing Body: Congressional District Conventions
				File statement with convention chair at least two hours prior to election
Unpledged Party Leader and Elected Official Delegates*	13	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	May 23, 2004	Electing Body: State Convention
				Nominated from floor of State Convention
Pledged Party Leaders and Elected Officials (PLEOs)	9	***	May 23, 2004	Electing Body: State Convention
				File statement with State DFL Chair at least two hours prior to election
At-Large Delegates and Alternates	16	4	May 23, 2004	Electing Body: State Convention
				File statement with State DFL Chair at least two hours prior to election
TOTAL Delegates and Alternates	87	12		

\* 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, all Democratic Members of Congress, 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 elected with the At-Large alternates.

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

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

Members Per Committee	Total Members	Election Date	Filing Requirements and Deadlines
3	9	May 23, 2004	If presidential candidate has not filed candidate waiver, candidate or authorized representative shall file list of standing committee candidates with the State DFL Chair at least thirty minutes prior to election. If presidential candidate has filed candidate waiver, individuals are nominated for standing committees at the time of the election by the National Delegates.

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

The Delegation Chair will be elected by the National Convention Delegates on May 23, 2004.

Three Convention Pages will be selected by the State DFL Chair on May 23, 2004.

**D. PRESIDENTIAL CANDIDATE FILING DEADLINE**

Presidential candidates must file their statement of candidacy and certify the name of their authorized representative(s) to the State DFL Chair by delivering to the Chair a letter to be received not later than 4:30 p.m. Central Standard Time on February 1, 2004.

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

Date	Activity
<b>2003</b>	
March 8-9	Constitution & Bylaws Commission meets to finalize proposed Delegate Selection Plan
Prior to April 26	Affirmative Action Commission meets to propose any revisions of the Affirmative Action Plan. (Note: Minnesota has a permanent Affirmative Action Commission.)
March 15	Proposed Delegate Selection and Affirmative Action Plans are tentatively approved for public comment by State Executive Committee.
March 24	Public comments are solicited on the proposed Delegate Selection and Affirmative Action Plans. Press releases are mailed announcing the public comment period.
April 23	Period for public comment on state Plan is concluded. Responses are compiled for review by the State Central Committee.
April 26	State Central Committee reviews public comments and adopts Delegate Selection and Affirmative Action Plans for submission to DNC Rules and Bylaws Committee. Press releases are mailed announcing the approval of the Plan.
April 28	Delegate Selection and Affirmative Action Plans are forwarded to the DNC Rules and Bylaws Committee.
September 16	State DFL Party begins implementation of the Affirmative Action Plan on or before this date. Press kits, as described in the Affirmative Action Plan, are sent to all state media.
October 1	Deadline for each announced presidential candidate to submit a statement specifying steps the candidate will take to encourage full participation in the delegate election process. (Individuals who announce their candidacy after this date must provide this full participation statement to the State DFL Party not later than 30 days after their

Date	Activity
	announcement.)
December 3	Presidential candidate statement of candidacy, authorized representative, and waiver of right of approval forms are available from the State DFL Headquarters.
2004	
January 5	Delegate and alternate candidates may obtain the statement of candidacy and pledge of support forms and filing instructions from State DFL Headquarters, in person, by mail, or from State DFL Party's web site at <a href="http://www.dfl.org">www.dfl.org</a> .
February 1	Presidential candidate deadline for filing statement of candidacy and certifying the name(s) of their authorized representative(s) to the State DFL Chair. Letters must be received by the State DFL Chair not later than 4:30 p.m. Central Standard Time.
February 1	Presidential candidate deadline for filing with the State DFL Chair the waiver of right of approval for the election of district-level delegates and alternates, at-large delegates and alternates, PLEO delegates and alternates, and standing committee members.
March 2	Precinct Caucuses
March 2 to April 4	County Unit Conventions to elect delegates and alternates to State Convention (who also serve as Congressional District level delegates and alternates).
April 2	Deadline for State DFL Office to certify results of the precinct caucus ballot and allocate district-level delegates and alternates according to presidential preference or uncommitted status.
April 17 to May 22	Congressional District conventions to elect district-level delegates and alternates. District-level delegate and alternate deadline for filing the statement of candidacy and pledge of support forms with convention chair is two hours prior to election if supporting candidate who has not filed a waiver of right of approval. Convention chair provides list of district-level delegates and alternates 90 minutes prior to election to the respective Presidential candidates who have not filed waiver. Presidential candidates who have not filed waiver provide approved list of delegate and alternate candidates to convention chair at least 30 minutes prior to election.
April 20 to May 25	State DFL Party certifies elected district-level delegates and alternates to the Secretary of the Democratic National Committee within three days after each Congressional District Convention.
May 22 and 23	State Convention convenes. At-large unpledged add-on delegates are elected by the State Convention.
May 23	Pledged PLEO and at-large delegate or alternate candidate deadline for filing the statement of candidacy and pledge of support forms with State DFL Chair is two hours prior to relevant election if supporting a candidate who has not filed a waiver of right of approval.
May 23	State DFL Chair provides list of PLEO and at-large delegate and alternate candidates 90 minutes prior to each election to the respective presidential candidates who have not filed waiver.
May 23	Presidential candidates who have not filed waiver provide approved list of pledged PLEO delegate candidates to State DFL Chair at least 30 minutes prior to election. Pledged PLEO delegates are elected by the State Convention.
May 23	Presidential candidates who have not filed waiver provide approved list of at-large delegate and alternate candidates to State DFL Chair at least 30 minutes prior to election. At-large delegates and alternates are elected by the State Convention.
May 23	National Convention delegation meeting. Presidential candidates who have not filed waiver submit lists of candidates for standing committee members to State DFL Chair at least 30 minutes prior to election. Delegates elect National Convention standing committee members and delegation chair. State DFL Chair names convention pages.
May 26	State DFL 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.

**EXHIBITS TO THE AFFIRMATIVE ACTION PLAN**

A. MEMBERS OF THE AFFIRMATIVE ACTION COMMISSION

B. MEDIA OUTLETS TO BE CONTACTED REGARDING THE DELEGATE ELECTION PROCESS

1. Major Daily Newspapers, Radio and Television Stations

**List is available from the DFL Communications Director at the DFL State Office (651-293-1200).**

2. Other “Non-Minority” Media Outlets

**List is available from the DFL Communications Director at the DFL State Office (651-293-1200).**

3. Constituency and Specialty Media Outlets and Targeted Groups

**List is available from the DFL Communications Director at the DFL State Office (651-293-1200).**

**ATTACHMENTS TO THE DELEGATE SELECTION PLAN**

1. **A summary** of the process for electing delegates, alternates, standing committee members, the delegation chair and convention pages, along with related deadlines. [See Section IX. of the Plan.] (Reg. 2.2.A.)
2. **A timetable** reflecting all significant dates in the Minnesota's delegate election process. [See Section IX. of the Plan.] (Reg. 2.2.B.)
3. **A statement from the State DFL Chair certifying the Plan** as submitted to the RBC was approved by the State Central Committee. (Reg. 2.2.C.)
4. **A copy of the press release** distributed by the State DFL Party announcing its adoption of the Plan and summarizing the major components of the Plan. (Reg. 2.2.D.)
5. **A statement from the State DFL Chair certifying compliance with Rule 1.C.** which requires a 30 day public comment period prior to the adoption of the Plan by the State Central Committee. (Reg. 2.2.E.)
6. **Copies of all written public comments on the Plan** [Include information identifying each person and/or organization making the comment and where appropriate, a description of the person or group so represented, if such information has been provided or is available to the State Party.] (Reg. 2.2.F.)
7. **A blank copy of forms to be filed with the State DFL Party by delegate candidates.** (Reg. 2.2.G)
8. **A statement from the Chair of the Affirmative Action Commission certifying compliance with Rule 6.F.,** which requires that the Affirmative Action Commission has reviewed the proposed Affirmative Action outreach plan (Reg. 2.2.H)
9. **Copies of all state statutes reasonably related to the Delegate Election Process – Not Applicable.**
10. **A copy of all qualifying forms to be filed with the State DFL Party by presidential candidates.** (Reg. 2.2.J.)