

CALL TO DEMOCRATIC CAUCUS

The Prince William County Democratic Committee (PWCDC) hereby announces that it will hold an unassembled caucus on Saturday, April 16, 2016 between the hours of noon and 4PM at the PWCDC headquarters at 4349 Ridgewood Center Drive, Suite 102, Woodbridge, VA 22191 for the purpose of electing delegates and alternates to the 1st Congressional District Democratic Convention, the 10th Congressional District Democratic Convention, the 11th Congressional District Democratic Convention and the Democratic Party of Virginia (DPVA) State Convention.

At that caucus, the following CD/state delegates will be elected:

- 1st Congressional District (CD) – 40 delegates (25 Clinton/15 Sanders) and 10 alternates (6 Clinton/4 Sanders)
- 10th Congressional District (CD) – 14 delegates (9 Clinton/5 Sanders) and 4 alternates (3 Clinton/1 Sanders)
- 11th Congressional District (CD) – 44 delegates (29 Clinton/15 Sanders) and 11 alternates (7 Clinton/4 Sanders)

Each of the Congressional Districts will elect National Convention Delegates and Alternates, a Presidential Elector and consider resolutions.

Those persons selected on April 16th from each Congressional District will also be delegates or alternates to the State Convention.

The following provisions shall govern the caucus:

Prefiling: Those persons wishing to be elected at the caucus as delegates or alternates to the Congressional District conventions and the State Democratic convention must file with Don Shaw, Senior Vice Chair of the PWCDC on a form provided by the Committee. Filing forms are available at the PWCDC website at www.pwcdems.com *Persons in the 1st CD should use the form entitled “old 1st CD.”* All filing forms must be received by the Senior Vice Chair no later than 5PM on Saturday, April 9th. All candidates for delegate or alternate must indicate their presidential preference on the form. **Filing forms (including a voluntary administrative fee of \$25) should be sent to: Don Shaw, 8404 Churchside Drive, Gainesville, VA 20155.**

Voluntary Administrative Fee: There will be a voluntary administrative fee of \$25 for each person who files to be a candidate for delegate or alternate, payable to PWCDC. No person shall be denied the right to participate in the delegate selection process due to nonpayment of the voluntary administrative fee. No statement is required in order to waive payment.

Notice Requirements: The PWCDC will publish all of the details of the caucus on the DPVA website, the PWCDC website, through email notices, outreach to other organizations in the county and a press release to local media.

Conduct of the Caucus: Every person participating in the April 16th caucus must sign a declaration form stating that he or she is a Democrat; does not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election; is not a member of any other political party; has not participated and will not participate in the nominating process of any other political party for the 2016 Presidential election; and is a registered voter in Prince William County. There is no fee to vote at the caucus. Doors to the caucus will be closed at 4PM; any registered voter standing in line at 4PM will be permitted to vote in the caucus. The caucus will be conducted in accordance with all provisions of the Virginia Democratic Party Plan. Slate voting is permitted, but only those slates properly filed before the filing deadline will be recognized as such and included on the ballot.

Affirmative Action: It is the duty of the officers and all members of the PWCDC to take all feasible steps to encourage broad participation in the delegate selection process and this caucus. Discrimination on the basis of sex, race, age, color, creed, national origin, religion, economic status, sexual orientation, ethnic identity or disability is prohibited. The PWCDC shall make every effort to ensure that to the extent possible, the delegation elected at the caucus is evenly split between men and women.

Caucus Cancellation: Delegates and alternates will be elected on separate ballots. If the number of people who file to be elected as delegate or alternate is equal to or less than the number of available seats, the Senior Vice Chair of the PWCDC may cancel the caucus and declare those persons who filed to be elected. If the caucus is cancelled for this reason, the Senior Vice Chair shall promptly notify the public and all interested parties.

Special Notice for 1st CD: *The 1st CD will also nominate a congressional candidate at their convention, under new boundaries established by a 2016 court order. For that purpose, PWC is entitled to 46 delegates and 22 alternates. Persons desiring to be a delegate or alternate for that purpose must file a separate pre-filing form entitled "new 1st CD" and must designate a preferred candidate for Congress or "uncommitted." There is no administrative fee for participating in that portion of the convention. That filing fee must also be submitted to the Senior Vice Chair of the PWCDC no later than 5PM on Saturday, April 9th.*

Approved by the Prince William County Democratic Committee on March 24, 2016