

CALL TO CAUCUS

ALBEMARLE COUNTY CAUCUS TO NOMINATE DELEGATES TO THE 2016 FIFTH CONGRESSIONAL DISTRICT AND STATE DEMOCRATIC CONVENTIONS

Pursuant to the authority provided by the Virginia Democratic Party Plan, the Albemarle County Democratic Committee hereby calls a Caucus to be held at 6:30, on Monday, April 18, 2016, in the Lane Auditorium at the Albemarle County Office Building at 401 McIntire Road.

- 1. Incorporated Documents.** All appropriate provisions of the Virginia Democratic Party Plan (“State Party Plan”), as amended, and the Call to Convention issued by the Fifth District Committee of the Democratic Party of Virginia dated December 5th, 2015, are incorporated into this Call by reference and made a part hereof.
- 2. Purposes.** The purpose of the Caucus shall be to elect 29 delegates and 7 alternates to the Fifth District Convention to be held at the Nelson County High School in Lovingston, Virginia, at 11:00 A.M. on May 7th, 2016.
- 3. Participation and Outreach.** Participation in Virginia’s Democratic delegate selection process is open to all registered voters who wish to participate as Democrats. All meetings shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status, or disability, and all meetings should be publicized fully. Each District and local committee should conduct outreach programs to encourage full participation by all Democrats in the delegate nomination process, including notice, publicity and education programs. Such outreach should be directed to all Democratic constituencies, including group such as ethnic minorities, young people, persons over 65 years of age, lesbians and gay men, persons with a high school education or less, persons with disabilities and persons of low and moderate income.
- 4. Pre-filing.** Any Democrat wishing to be a delegate to the District Convention must file a Delegate pre-filing form ([download pre-filing form as MS Word](#) or [download pre-filing form as PDF file](#)) with the Chair of the Albemarle County Democratic committee, or a designated representative, by the filing deadline – 5:00 p.m. on Monday, April 11, 2016. **Signed forms may be emailed to chair@albemarledems.org or mailed to P.O. Box 5698, Charlottesville, Virginia 22905.** Only those delegate or alternate candidates who have filed by the deadline will appear on the ballots distributed at the caucus. If no more than 29 persons have pre-filed to be delegates and no more than 7 persons have pre-filed to be alternates, those who have pre-filed will be deemed to have been elected, and the Caucus shall be cancelled.

- i. **Delegate Allocation.** The number of delegates pledged to each congressional candidate will be assigned on a pro rata basis, based on the congressional candidate preferences of the participants in the meeting. The number of delegates pledged to each Presidential candidate will be assigned by the Democratic Party of Virginia based on the vote totals of each candidate receiving at least 15% in the March 1st, 2016 Democratic Presidential Preference Primary in that particular locality.
7. **Declaration.** All candidates for delegate or alternate, and all persons participating in the caucus, shall sign a Declaration form which includes an affirmation that the person is a resident of, and registered to vote in, the jurisdiction holding the caucus; does not intend to support any candidate who is opposed to the Democratic nominee in the next ensuing general election; is a Democrat; is not a member of any other political party; and has not participated and will not participate in the nominating process of any other political party for the 2016 general election.
8. **Filing fee.** The Albemarle County Democratic Committee has requested a voluntary administrative fee for each delegate and alternate candidate to the Congressional District Convention of \$10.00. The Fifth District Committee has requested a voluntary administrative fee of \$5.00. The Democratic party of Virginia has requested a voluntary administrative fee of \$10.00. All delegates and alternates are asked to pay \$25.00 when they are elected. This fee is voluntary; no person shall be denied the right to participate in the delegate selection process due to nonpayment of the voluntary administrative fee. Fees may be paid online at <http://www.albemarledeems.org/fees>.
9. **Certification of District Delegates.** Within three days after the caucus, the Albemarle County Democratic Chair shall provide a list of all delegates and alternates to the Chair of the Fifth District Committee, Lisa Hystad, at 1088 Middle River Road, Stanardsville, VA 22973, or by email at lisahystad@hughes.net, and to the Chair of the Credentials Committee, Jody Brown, at [144 Laynard Lane, Moneta, VA 24121] or by email at jdbrown900@gmail.com.

Patty Haling

Chair, Albemarle County Democratic Party

Next steps if you wish to pre-file to run as a Delegate to the 5th District and State Party Conventions:

- [Download pre-filing form as MS Word OR](#)
- [Download pre-filing form as PDF file](#)