



MEMORANDUM

TO: State Party Chairs
State Party Executive Directors

FROM: Alexis Herman and James Roosevelt, Jr.
Co-Chairs, Rules and Bylaws Committee

SUBJECT: Delegate Selection Materials for the 2012 Democratic National Convention

DATE: December 15, 2010

Enclosed you will find a copy of materials related to the delegate selection process for the 2010 Democratic National Convention. In compliance with the Party's Rules, the DNC Rules and Bylaws Committee (RBC) is providing these materials for your use as your State Party begins developing your 2012 Delegate Selection Plan.

Materials Included

2012 Delegate Selection Rules -- The Delegate Selection Rules help govern our Party's presidential nominating process.

Call for the 2012 Democratic National Convention -- The *Call* includes charts showing the allocation of delegates, alternates, standing committee members, and pages.

Regulations of the Rules and Bylaws Committee -- This document helps guide the RBC and State Parties in implementing the rules pertaining to the 2012 delegate selection process.

Model Delegate Selection Plan -- The Model Plan is provided as a tool to assist states in preparing their Plans. You are not required to use the Model or follow its format, but many State Parties have found it to be a useful tool. This document is also available on the web at http://my.democrats.org/page/content/model_delegate_selection/ or electronically from the Office of Party Affairs and Delegate Selection.

Checklist for State Delegate Selection Plans -- The Checklist is also included. The Party Affairs and Delegate Selection Staff will use this document to review your Plan and formulate a recommendation about your Plan for the Rules and Bylaws Committee.

Timetable

Although it is only December 2010, the Rules are very specific in regards to the time frame that must be followed in preparing, approving, and implementing State Delegate Selection Plans.

2011

- State Party Affirmative Action Committee appointed not later than.....3/1/11
- Deadline to submit names of State Affirmative Action Committee to RBC15 days after appt
- Public Comment period on State Delegate Selection Plans (30 days prior to adoption)
- State Party Delegate Selection & Affirmative Action Plans due.....5/2/11
- Rules & Bylaws Committee acts on State Plans not later than.....9/16/11
- State Affirmative Action Plans go into effect not later than.....9/16/11

Your State Plan is due by **Monday, May 2, 2011**. It is important to remember that your State Committee must adopt the Plan, **following a 30-day public comment period**, before it is submitted on May 2, 2011. It is also important to remember that State Party Affirmative Action Committees must be appointed by **March 1, 2011** and you must submit the names of your Affirmative Action Committee members to the Rules and Bylaws Committee **no later than 15 days after their appointment**. If your state is unable to comply with this timing, please contact staff as soon as possible

Assistance from Party Affairs Staff

The staff of the Office of Party Affairs and Delegate Selection is available as a resource during this process. Please feel free to contact them as you prepare your Delegate Selection Plan and implement the delegate selection procedures. Should you have any questions or need assistance, please contact Patrice Taylor, at 202/863-8046 or via e-mail at taylorp@dnc.org, Jill Shesol, at 202/488-5086 or via e-mail at shesolj@dnc.org, or Alecia Dyer at 202/863-8055 or via e-mail at dyera@dnc.org. You may also send email questions or submissions to partyaffairs@dnc.org.

As you prepare your Delegate Selection Plan, you may wish to send the staff a draft for preliminary review. This will be only a quick overview, but it may be helpful as you finalize the document before presenting it to your State Committee for adoption.

Delegate Selection Workshop

Traditionally, there has been a Delegate Selection Workshop at the upcoming DNC winter meeting. We are working with the Secretary's Office to plan a workshop for the February 24-26, 2011 DNC Meeting in Washington and will provide additional details as they become available.

We look forward to working closely with you throughout the 2012 Delegate Selection process. If we can be of any assistance to you, please contact us directly. You may also contact the staff in the Office of Party Affairs and Delegate Selection.

Best wishes for a happy holiday season!

Enclosure(s)



MEMORANDUM

TO: State Party Chairs
State Party Executive Directors

FROM: Party Affairs Staff

SUBJECT: Key Changes to the *2012 Delegate Selection Rules* and *Call for the 2012 Convention*

DATE: December 15, 2010

As is the case every four years, the Rules and Bylaws Committee has taken an intensive look at the Democratic Party's Delegate Selection Process, and has implemented changes for the 2012 nomination process that will provide our Party with the most deliberative process possible. The key changes to the *2012 Delegate Selection Rules* and the *Call for the 2012 Democratic National Convention* are listed below.

Timing of the Calendar

The start of the window during which states can hold their Caucuses and Primaries has moved back one month from the *2008 Rules*. Iowa, New Hampshire, Nevada and South Carolina may hold their contests in the February pre-window. The window for all states opens on the first Tuesday in March, which in 2012 will be Tuesday, March 6th. For the first time ever, the RNC has adopted the same timing rule and four pre-window states as the DNC.

Bonus Delegates

In order to continue to encourage states to move their contests later in the calendar, Bonus Delegates will be available again for the 2012 cycle. Building on that concept, States will also be eligible to receive additional delegates for clustering their contest with neighboring states. A state may qualify for both bonuses.

Timing Bonus

- States holding their contest between April 1st and April 30th, 2012 will receive a 10% bonus.
- States holding their contest between May 1st and June 10th, 2012 will receive a 20% bonus.

Regional Cluster Bonus

- States holding a primary or caucus in conjunction with at least two neighboring states, on or after March 20 will receive an additional 15% bonus.

Delegate & Alternate Allocation

In order to increase participation for Democrats at every level, the number of base delegates has been increased from 3,000 to 3,700. As always, the base delegates will be allocated to states based on their

population and Democratic Party voting strength. This increase will allow for every state to have a larger allocation of delegates than they had in 2008. In order to accommodate the larger delegate pool, the alternate allocation will now allow one alternate for every 12 delegates. This is a change from 2008, when one alternate was allowed for every 6 delegates.

Unpledged Delegates

The category of Unpledged Add-on Delegates will no longer be allocated. All other categories of Unpledged Delegates (the President, Vice President, Senators, Members of Congress, Governors, Distinguished Party Leaders, and DNC Members) will remain and these delegates will declare their support for a presidential candidate ten days after the conclusion of the last step in a state's delegate selection process, which is normally the selection of the at-large delegates or standing committee members.

Inclusion Programs

In 2008, the RBC and the DNC established an Inclusion Rule to further open our party to groups which have been historically underrepresented in the process. This reaches beyond those groups covered by Affirmative Action Plans, and requires states to develop and implement Inclusion Programs to reach out to additional constituencies. In 2012, youth will join Americans with Disabilities and LGBT Americans as groups requiring Inclusion Programs.

As always, the Office of Party Affairs and Delegate Selection stands ready to assist you throughout this process. Please feel free to contact us as you prepare your Delegate Selection Plan and implement the delegate selection procedures. Should you have any questions or need assistance, please contact Patrice Taylor, at 202/863-8046 or via e-mail at taylorp@dnc.org, Jill Shesol, at 202/488-5086 or via e-mail at shehsolj@dnc.org, or Alecia Dyer at 202/863-8055 or via e-mail at dyera@dnc.org.

We look forward to working closely with you throughout the 2012 Delegate Selection process. If we can be of any assistance to you, please don't hesitate to contact us.



2012 DEMOCRATIC NATIONAL CONVENTION DELEGATE SELECTION TIMETABLE *(subject to change)*

- 2010 -

August	Delegate Selection Rules and Call for the Convention adopted by the DNC, August 20, 2010
November	Regulations for the Convention adopted by the Rules and Bylaws Committee, November 20, 2010
December	Rules, Call, Regulations, Model Plan and Checklist sent to State and Territorial Parties, December 15, 2010

- 2011 -

January through May	State Parties draft and adopt Delegate Selection Plans – 30-day public comment period on Plans required before adoption
March	State Party Affirmative Action Committees appointed no later than March 1, 2011
May	State Delegate Selection Plans due to Rules and Bylaws Committee by May 2, 2011
June through September	Rules and Bylaws Committee meets to take action on State Plans
Mid-September	States begin implementing Affirmative Action Plans by September 16, 2011 Rules and Bylaws Committee takes action on State Plans by September 16, 2011
November through January	Presidential candidate filing begins in a number of states Delegate candidate recruitment and slating by presidential campaigns begins for pre-primary and two-part primary states

- 2012 -

February	Pre-Window primaries and caucuses begin -- Iowa caucuses, New Hampshire primary, Nevada caucuses and South Carolina primary Presidential candidate and delegate candidate filing continues
March	Window opens for all state primaries and caucuses – March 6, 2012
June	Window closes for all state primaries and caucuses – June 12, 2012 All official Convention participants – delegates, alternates, standing committee members, pages, and delegation chair – selected by June 23, 2012
June, July & August	Anticipated Convention standing committee meetings – Credentials, Platform, and Rules
September	2012 Democratic National Convention, September 3-7, 2012