

2012 Information for Potential Delegates and Precinct Officers

County or Party rules contained in individual county party constitutions and bylaws may limit, or add to, the general information contained herein.

What is a Delegate?

A delegate is a person elected or appointed to represent others.

Why Should I Become a Delegate?

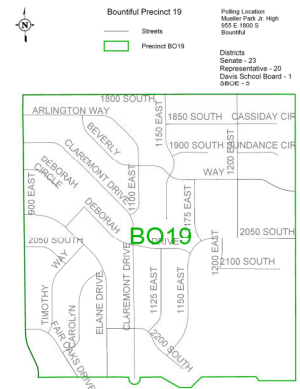
If a candidate gets 60% of the delegate vote at the convention, he or she becomes the Party's nominee. (If he or she gets less than 60%, the two individuals receiving the highest number of votes go to a Primary Election.) **If you are a delegate, YOU will have a voice in this selection process**

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What is a Neighborhood Precinct Caucus?

The most important elections in Utah occur at the *precinct caucus (neighborhood elections)*. A precinct is an area about the size of a neighborhood. Utah has about 1725 precincts. Citizens throughout the state are invited to attend their precinct caucus (A *caucus* is a meeting of the local members of a political party) in March. There, citizens become delegates to the party conventions (state and county), where candidates who will represent each political party in the General Election are selected.



Summary of Duties

Precinct officers and delegates serve for two years. Here is a representative sampling of their duties:

Chair – Runs the neighborhood election (caucus), directs the election in the precinct, nominates state delegates (can appoint/recommend appointment of a delegate, if needed, to replace someone who has moved or is unable to serve), attends Central Committee meetings (one per calendar quarter), can also serve as a delegate

Vice Chair: - Supports the Chair and fills in when necessary, attends Central Committee meetings (one per calendar quarter), can also serve as a delegate

Secretary - Provide notice of precinct meetings, take minutes, maintain historical documents

Treasurer - Receive, account, and submit to the party monies collected on Caucus Night

County delegate - Votes for county officials and for state legislators whose districts lies within the county, attends the county convention (Meeting time and place to be determined by county party)

State delegate - Votes for federal officials and for state legislators whose districts span two or more counties, attends the state convention (one each year)

How to Become a Delegate or a Precinct Officer

Why Should I Become a Precinct Officer?

As precinct chair, you will be able to choose, or recommend, replacement delegates if someone moves or is unable to serve. You will also be in a position to ensure that the caucus is run correctly. As precinct chair you will be on the Central Committee (decision-making body) of the county. The Vice Chair will fill in for the Chair when necessary. In some counties, the Chair and Vice Chair are also able to serve as delegates.



1. Attend a Precinct Strategy Training Class

Following the training meeting, stay in contact with the group's leadership. You will be given additional training and information such as candidate vetting results, what to do at the convention, etc.

2. Determine your Voting Precinct

You can identify your voting precinct in at least three ways:

- Current voter registration card
- Your county clerk (You may obtain the phone number from your White Pages, or from the following web address: <http://elections.utah.gov/countyclerks.html>)
- From this web site, <http://gva1.utah.gov/elections/polling.aspx> (Enter your name, birth date, county, and house number.)

3. Determine the Location of Your Neighborhood Election (Caucus)

The political parties in each county set the location of the neighborhood elections (caucus meetings). You may obtain this location from one or more of the following sources:

- County party web site (such as <http://davis.utah-constitution-party.org> ; www.lputah.org ; or davis.utdemocrats.org; www.utgop.org)
- County party secretary (or other officer)
- Newspaper and/or posted notices (State party rules require public notice of the caucuses.)

4. Identify Support

Identify others in your precinct who will attend the neighborhood election (caucus) and vote for you and other constitutionally-minded delegates.

- The boundaries of your neighborhood precinct can be obtained from your county clerk (or most county websites) .
- Potential supporters include: family, friends, and neighbors.
- It would be helpful to obtain a list of attendees from the precinct meeting held two years ago. (Contact your precinct chair, your legislative district chair or vice chair, your county party secretary, or your county party chair for this information.)

5. Build Your Neighborhood Precinct Team

- Plan to **bring at least 15-20 supporters from your precinct with you to the caucus.** (In some precincts you will need more.) If you do not succeed in getting 20 supporters, still attend the meeting with as many supporters as possible. You might still be elected as a delegate.
- Make prior arrangements with your supporters who plan to attend so that you **do not run any more delegates than there are positions available**, otherwise support may be splintered (called *vote splitting*) and liberal delegates may win. You may ask your county party for the number of delegate positions to be elected in your precinct.
- **You must also decide whether to be a county delegate, a state delegate, or both. If possible, become both.**
- **Know when the state and county conventions will be held. As an example, the State Republican Party Nominating Convention is on April 21, 2012.** Your county's convention will probably at least a week or so earlier. Be sure to check with your party to determine when their conventions are scheduled.

6. Register as a Member of Your Party and Register to Vote

Make sure that you and the members of your neighborhood precinct team are registered to vote. Voter registration forms can be obtained from your county clerk's office, or from the Lt. Governor's web site.

If you would like to be a delegate or officer for the Republican or Constitution Party, you and your neighbors will need to be registered members of your party in order to VOTE or SPEAK at the caucus. (The Democratic Party does not have this requirement. Individuals who pay membership dues in the Libertarian Party of Utah can serve as a delegate for the Libertarian Party.) You can register before the caucus or at the caucus.



7. Prepare a Short (2-Minute) Persuasive Speech

You may be asked to tell a little bit about yourself and why you would like to become a delegate. Here are some points to keep in mind:

Elements of a Persuasive Speech

- **Brief background** (home, family, community, career)
- Party **experience** (or information that shows you understand what is expected of the position you are seeking) – Be familiar with the party's platform (found on their website)
- **Why** you are running or want to be involved
- **Promise** to devote the necessary time and to study the candidates before making a decision
- Strong **conclusion** (Quote a Founder or a popular American; ask for their vote/support)

Delivering a Persuasive Speech

- **Practice** beforehand until you can give your speech smoothly without reading it
- **Smile**, be firm but warm and **friendly**, make eye contact
- Speak from your **heart**; show energy, enthusiasm, and **passion**
- Emphasize your **strengths** (what you know/do well)
- Be **concise** (no more than two minutes)
- State your support for the County and State Party Platform

8. Attend the Neighborhood Election (Caucus)

- **Remind your supporters to attend**
- Arrive early (**Bring a photo ID**)
- Sample meeting agenda:
 - Welcome and Sign-in
 - Call to order
 - Prayer and Pledge
 - Review of Agenda
 - Read the Platform
 - Collect Donations/Pledges
 - **Elect Precinct Officers**
 - **Elect State and County Delegates**
 - Collect e-mail addresses
 - Ask for Election Judges

Voting Procedure at the Neighborhood Election

- As soon as the caucus (neighborhood election) host opens the nominations, a **supporter may raise his or her hand to nominate you (or you may nominate yourself)**. If a motion to close nominations comes before you are nominated, calmly stand or raise your hand and say that you wish to be nominated. (Nominations should not be closed until all have had ample opportunity to be nominated.)
- A **majority is required** to elect a delegate or officer. To overcome vote splitting in single-seat elections, insist that the winner receive a majority of the votes cast.
- If there are fewer positions available than the number of candidates who are tied, **additional ballots are taken until the tie is broken**.
- **You may vote for less than the number of available positions** (i.e. if there are three positions, you may vote for only one or two candidates). Vote **ONLY** for those candidates that you know to be good. **NEVER** vote for liberal delegate or officer candidates. Doing so may cause good candidates to be defeated.
- **Instant Runoff Voting (IRV)** is an analog of multiple-round voting that is done on a single ballot by ranking candidates according to preference: 1, 2, 3, 4, etc. To count these ballots, group them according to first preference, distribute the shortest stack according to second preference (which eliminates the candidate with the fewest number of votes), etc., until you have a majority winner. (IRV is used in Davis County.)
- Votes should be counted by at least **three people**: one opens and **reads the ballot**, one **keeps a tally**, and one watches the first two to ensure that the **correct name is read** and that the **tally sheet is marked correctly**. Others can watch if desired.
- Election **results should be announced in detail**, or so each candidate knows how many votes were cast in his support. This also assures participants that the number of votes counted does not exceed the number of allowed votes.

