

COMMITTEE MEMBER HANDBOOK 2025

Moving Delaware forward, together

Introduction	2
District Committees	3
Eligibility	4
Election District Vacancies	4
Committee Officers	4
Ex Officio Members	5
District Committee Role	6
Committee Meetings	6
Endorsements	7
Votebuilder/VAN	7
Subdivision Committees	7
Executive Committee Composition	7
Subdivision Committee Role	8
State Committee	8
Committee Composition	8
State Executive Committee Role	8
Democratic National Committee	9
National Committee Composition	9
Democratic National Convention	10
Endorsements	10
Authority to Endorse	10
Local-level endorsement authority	11
Special meetings for non-State House endorsements	11
Recommending Candidates for Endorsements	11
Endorsement Guidelines	12
Non-partisan Endorsements	12
Finances	13
Banking Information	13
Fundraising	13
Contribution Limits	13
Campaign Finance Reporting	14
Coordinated Campaign	14
Coordinated Campaign Goals	14
Coordinated Campaign Structure	15
Committee Member Role	15
Election Resources	16
Voter Registration	16
Party Documents	16
State Party Platform	16
Party Rules	17
Democratic State Convention	17
State Convention Delegates	17
State Convention Committees	18
Important Links	19

Dear Committee Member,

Welcome to the Delaware Democratic Party,

Congratulations on your election as a Committee Member!

To achieve all that we do, the Delaware Democratic Party relies on grassroots volunteers, just like you. As the Party's most localized organizational unit, District Committees and their members are able to keep a finger on the pulse of their community in an unparalleled way. You and your committee have a vital role to play in ensuring our candidates and elected officials properly represent the interests of their constituents.

I look forward to working with you as we continue our efforts to move Delaware forward, together.

Thank you,

jetsy Maron

Betsy Maron Chair, Delaware Democratic Party

The State Party Headquarters

Delaware Democratic Party Headquarters 19 East Commons Boulevard, Suite 2 New Castle, Delaware 19720

Unless otherwise noted, State Party Headquarters is generally open Monday through Friday from 9:00 am - 5:00 pm.

To reach the State Party Headquarters by phone, please call (302) 328-9036.

To reach the State Party by email, please contact party staff or email <u>delaware@deldems.org</u>.

The Delaware Democratic Party is organized into a series of committees. Each Committee works within its area to advocate for the Democratic Party and its candidates. It is important to remember that these committees are purely partisan entities. They are not associated with Delaware's state, county, or local government in any way.



DELDEMS PARTY STRUCTURE

District Committees are the basic organizational unit of the Delaware Democratic Party. Membership slots on the District Committee are determined by the number of election districts within the district.

Subdivision Committees are made up of all the district committee members within the County or City of Wilmington. The full membership primarily convenes for County/City Conventions. Most of the organizing at this level is done by the County/City Executive Committee, which is made up of the district committee chairs and the County/City Officers.

The **State Democratic Committee** is responsible for organizing at the statewide level. Membership is made up of a combination of State officers, county officers, and at-large representatives from each county.

District Committees

The Delaware Democratic Party's most localized unit is the **District Committee**. In the New Castle, Kent, and Sussex subdivisions, there are District Committees for each State House District within its borders. These will often be referred to as RD Committees or simply RDs. There are 38 total Rep. District Committees.

The City of Wilmington is primarily organized by City Council District; instead of by Rep. District. In Wilmington, there are District Committees for each Ward. There are 8 total Ward Committees. There are also three Representative Districts that are primarily located within the city of Wilmington, Districts 1, 2, and 3. During Party Reorganization, these districts form committees but do not meet regularly.

There are a combined total of 49 District Committees.

<u>Eligibility</u>

Generally speaking, the eligibility for Committee Membership is established by Subdivision Rules:

Subdivision	Registration Requirement	Residency Requirement	Members per Election District
New Castle	"Shall not have been registered as a member of any other political party within one year prior to his/her election."	"must be a registered Democrat, must reside and be registered in the Election District which he/she represents"	Two
Wilmington	"Shall not have been registered as a member of any other political party within one (1) year prior to his/ her election."	"must be a registered Democrat, must reside and be registered in the Election District which he/she represents"	Two
Kent	"Shall not have been registered members of any other political party for one year prior to their election"	"must be registered Democrats in the election district in which they reside and they will represent"	
Sussex	"The committee member shall be a registered Democrat for one year prior to their election."	"Democrats who reside in that RD and have been duly elected to represent the Sussex County Democratic Party for a Specific RD/ED."	Three

Election District Vacancies

Vacant Election District slots may be filled by eligible Democrats from another Election District so long as that Democrat still resides in the same Representative District. Vacancies will be filled by a simple majority vote of the committee.

Committee Officers

In addition to its members each RD/Ward Committee is also made up of a set of Officers. Officers take on an expanded role within their committee and community.

The following officer roles are available on both Subdivision Executive and Representative District committees:

Chair

- Presides over RD/Ward Committee Meetings
- Attends Subdivision Executive Committee Meetings

Vice Chair

- Performs duties of the Chair in their absence and when the Chair wishes to participate in debate or make a motion
- In the event that the Chair is unable to serve or is removed from office, the Vice-Chair rises to that position until the next regular meeting of the District Committee.

Secretary

- Keeps accurate minutes of the proceedings of all RD/Ward Committee Meetings and submits them to <u>minutes@deldems.org</u>
- The Secretary shall give five days notice to Members of the District Committee of all meetings of the Committee.
- Maintains a list of the membership of the District Committee and shall provide a copy of that list to the Secretary of the County and State Party..

Corresponding Secretary (Sussex only)

- Responsible for all the communication of the committee, including meeting notices, agendas, press releases, and any public notices required Party Rules
- Keeps minutes in the Secretary's absence

Treasurer

- Keeps an accurate account of all monies received and expended
- Files campaign finance reports
- Pay all bills at the direction of the Chair and/or committee
- District Committees that do not have a bank account do not need to elect a Treasurer

Ex Officio Members

Any Democratic elected official residing within an RD/Ward is automatically considered an Ex Officio member of that district's committee. These members are defined as **any person elected as a Democrat in a partisan election at the city, county, state, or federal level.** Ex Officio members hold the same participation rights with a few exceptions:

- May not serve as an Officer on their RD/Ward committee.
- Prohibited from voting on matters of endorsements and recommendations for endorsements in a partisan race in which they are participating.
- Prohibited from voting on the disbursement of committee funds.
- Exempt from attendance requirements.
 - o Their absence does not count against the quorum.
 - o If in attendance, their presence does count towards the quorum.

The above restrictions also apply to any committee member who has filed to run for a partisan office or is an otherwise bona fide candidate.

District Committee Role

The full scope of the work that these committees do will vary depending on their composition. Generally, District Committees will:

- Advocate for the Democratic Party within their communities
- Implement voter outreach initiatives within the district
- Help recruit General Election candidates within the district
- Consider endorsements for candidates in their State House District
 - o Recommend endorsements for State Senate, county, and statewide candidates
- Planning fundraising efforts for the committee
- Provide volunteers and other resources to candidates in the district
- Volunteer on local Democratic campaigns and the Coordinated Campaign
- Participate in local public service events

Committee Meetings

One of the major ways that District Committees do their work is through regular public meetings. Members gather to discuss the goings-on in their community, share political updates, and plan for the next election.

State and Subdivision Rules provide guidelines on the conduct of these meetings

- Minimum regularity (most committees will meet more often)
 - o City of Wilmington 6 monthly meetings per year
 - o New Castle County 6 monthly meetings per year
 - o Kent and Sussex Counties 9 monthly meetings per year
- A **quorum of one-third** of a committee's voting members must be present in order to conduct any business.
- The time and place of all meetings should be fully publicized and in such a manner as to ensure reasonable notice to all interested persons.
 - o Meetings can be published on the State Party's website by visiting <u>www.deldems.org/submit-event</u>
 - Per State Party Rules, reasonable notice for regular committee meetings is five (5) days.
- All meetings of Delaware Democratic Party entities should be held in accordance with Roberts Rules of Order.
- Meetings must be held in public locations (not someone's home) within the district and be accessible to all Party members. If no location is available within the district, a location in a neighboring district is allowed.
 - o Virtual meetings are also permitted.
- Pursuant to the charter of the Democratic National Committee, votes shall not be taken by secret ballot.
 - o Some alternatives include a voice vote, a raising of hands, signed paper ballots, and roll call votes.
 - All questions before the Committee shall be determined by a majority vote of those members present.

Endorsements

Rep. District Committees have the sole authority to endorse candidates for State House. RD Committees may also recommend that candidates seeking higher offices be endorsed by the relevant committee.

If endorsed a candidate may include the Delaware Democratic Party among their endorsement on campaign communications. Committees may also choose to support their endorsed candidate through other ways like volunteering or monetary support.

Read more about endorsements on page 10.

Votebuilder/VAN

To assist with their party-building activities, the State Party provides District Committees complimentary access to the Voter Activation Network (VAN), also known as Votebuilder. This is a database of voter registration information and is used to organize outreach to Democratic Voters. To request or change access, District Chairs should contact State Party staff.

Subdivision Committees

The Delaware Democratic Party's mid-level organizational units are the Subdivision Committees and their Executive Committees. Each of these four committees governs party affairs in their respective political subdivision, New Castle, Wilmington, Kent, and Sussex.

While the full Subdivision Committee is made up of all the district committee members, the regular operation of the subdivision is managed by the Executive Committee

Executive Committee Composition

The head of this unit of the party is the Subdivision Chair. They are elected to a four-year term at a Subdivision Convention, the year following a presidential election. The Subdivision Executive Committees are made up of 3 components:

- Subdivision Officers
 - o Chair
 - o Vice Chair(s)
 - o Secretary(s)
 - o Treasurer
- District Committee Chairs in the Subdivision
- At-Large Member(s)

Individuals in each of these groups are entitled to one vote on all matters put before the Subdivision Executive Committee.

An exact roster of the current members of each Subdivision's Executive Committee can be found online at <u>www.deldems.org</u>.

Subdivision Committee Role

The Subdivision Committees play an important role in the local election process. Some of what Subdivisions will take on include:

- Setting and receiving filing fees for local elections within the county.
- Strategize subdivision-wide voter outreach initiatives.
- Consider endorsements for countywide offices.
 - o Consider endorsement recommendations for statewide candidates.
- Plan subdivision fundraising events/efforts.
- Engage local Democrats through regular public meetings and community events.
- Advocating for the Democratic Party at the County/City level.

State Committee

At the top of the State Party organization is the State Executive Committee. This body governs statewide party affairs and initiatives.

Committee Composition

Similar to the RD/Ward Chair serving on the Subdivision Executive Committees, the State executive committee is composed mostly of the leadership from lower bodies. The 27-member committee is made up of

- State Party Officers
 - o Chair
 - o 2 Vice Chairs
 - o Secretary
 - o Treasurer
- 2 National Committee Members
- 4 Subdivision Chairs
- 4 Subdivision Treasurers
- 7 At-Large Subdivision members (elected by the Subdivision)
- 5 At-Large State Members (appointed by State Chair)

The State Executive Committee typically meets quarterly and rotates its meeting location throughout the four subdivisions.

State Executive Committee Role

The State Executive Committee plays an important role in the State Election process by handling the following responsibilities:

- Setting filing fees for Statewide elections
- Consider endorsements for statewide candidates
- Plan statewide voter outreach efforts
- Assist in party fundraising initiatives
- Approve State Party budget

• Advocate for the Democratic Party at the statewide and national level

Democratic National Committee

At the very top of the Democratic Party is the Democratic National Committee, often referred to simply as the DNC. The National Committee governs the Democratic Party across the entire United States.

National Committee Composition

In some ways, the makeup of the DNC follows a similar structure as our local party but on a much larger scale and with many more components. The DNC is made up of several hundred members including

- DNC Officers
 - DNC Chair
 - \circ 5 DNC Vice Chairs
 - Secretary
 - Tresurere
 - National Finance Chair
- The Chair and top ranking officer from each State and U.S. Territory
- 200 National Committee members elected at the state level
 - These seats are allocated by population size and Delaware has 2
- 2 National Committee members from each U.S. Territory
- The Democratic leaders in the U.S. Senate and House of Representatives
- 3 Representatives from each of the following Democratic elected official organizations
 - Democratic Governors Association
 - Democratic Mayors Association
 - National Democratic County Officials
 - Democratic Legislative Campaign Committee
 - Democratic Municipal Officials
- 3 Representatives from the Young Democrats of America
- 3 Representatives from the National Federation of Democratic Women
- 2 Representatives from the following Democratic organizations
 - College Democrats
 - Democratic State Treasurers Association
 - $\circ \quad \text{Democratic Lieutenant Governors Association}$
 - $\circ \quad \text{Democratic Association of Secretaries of State}$
 - Democratic Attorneys General Association
 - National Democratic Ethnic Coordinating Committee
 - National Democratic Seniors Coordinating Council
 - High School Democrats of America
- 8 Representatives from Democrats Abroad
- 75 At-Large Members, appointed by the DNC Chair or sitting Democratic President

Delaware's DNC delegation is made up of

• State Party Chair

- Ranking State Party Vice Chair
 - The Vice Chair that is not of the same gender as the State Chair
- 2 DNC National Committee Members
- 5 At-Large members named by President Biden
 These members' terms will expire in 2025
- Delaware's Attorney General, as a representative of the Democratic Attorneys General Association

The DNC typically meets twice a year to conduct National Party business.

Democratic National Convention

Every four years, in the lead up to the Presidential Election, the Democratic National Convention is held. This is *also* referred to as the DNC. The official business of the National Convention is to formally nominate the Democratic candidate for President. The Convention is also used as an opportunity to ratify a national party platform, unify the party, and kick off the General Election season. It is a large scale campaign rally of the nominee and the party.

Ahead of the National Convention, each state and territory party selects a delegation of local Democrats to represent them at the convention. The process for how delegates are elected is laid out in the State Party's Delegate Selection Plan. Because each National Convention is different, a new Delegate Selection Plan must be drafted every convention cycle. While specifics can not be included in this document, the selection of Delaware National Convention Delegates will often factor in

- Democratic turnout
- Delaware's Presidential Primary results
- Diversity goals
- Democratic registration totals across the state
- Gender balance

Endorsements

Delaware's State Democratic Party Rules enable its committees to endorse Democratic candidates running for office in Primary and General elections. **The State Party Rules** outline which Delaware Democratic Party committees have the authority to endorse in which races. The Party Rules break separate endorsement authority into three levels: Local, Subdivision, and Statewide.

Authority to Endorse

As a general guideline, each committee has the authority to endorse candidates in elections that take place entirely within their geographical area. In elections where their geographical area is only a portion of the electorate, committees may recommend candidates to the relevant committees. Recommendations are not equivalent to endorsements and are merely suggestions for the appropriate committee to consider. Endorsement jurisdictions are as follows:

- Local State House Candidates Representative District(RD) Committee
- Local State Senate/County Legislature Candidates Special Caucus, of committee members who reside in the district, convened by Subdivision Chair
 - This is similar to the process used for nominating Special Election candidates for State Senate or County Council/Levy Court seats.
- Countywide/Citywide Candidates Subdivision Executive Committee
- Statewide Candidates State Executive Committee

Local-level endorsement authority

Rule 1.4 A - Authority to Endorse Candidates (Local)

The local (county, ward or city council, senate or representative) Committee shall have the sole right to endorse any local Democratic candidate or candidates within its district, as authorized by the applicable subdivision. The local Committee may submit to the Subdivision Committee for review recommendations for endorsement of a subdivision-wide Democratic candidate and recommendations for endorsement of a statewide Democratic candidate.

This means that endorsement authority at the local/district level falls to the local/district committee. These committees are made up of committee members who reside in the district. Rep. District Committees have the sole authority to endorse candidates for State House. RD Committees may also **recommend** that candidates seeking higher offices be endorsed by the relevant committee

Special meetings for non-State House endorsements

For candidates running for State Senate or County Council/Levy Court, Rule 1.4 A still applies. Because the Delaware Democratic Party does not typically organize by Senate or County districts, **a special meeting must be called** to consider endorsements at this level. At the order of the Subdivision Chair, all District Committee Members residing in the Senate/County Council/Levy Court district would convene to consider an endorsement. This meeting should be planned in coordination with the State Party to ensure all eligible members are invited to participate and that the meeting is conducted in accordance with party rules.

Recommending Candidates for Endorsements

While local district committees do not have the authority to endorse candidates outside of their jurisdiction, they are authorized to recommend that candidates be endorsed by the appropriate committee.

If members of the RD Committee also sit on the committee authorized to endorse, they will often vote in accordance with the RD Committee's recommendation.

For example: If an RD Committee recommends Countywide Candidate A for endorsement, that RD Committee's Chair would vote to endorse Countywide Candidate A at the County Executive Committee's endorsement meeting.

Candidates that have been recommended for endorsement may not include the "Delaware Democratic Party" among their endorsements on literature and other campaign materials. **Recommendations do NOT count as endorsements.** Any "endorsement" made by a committee without the authority to endorse will be considered invalid by the State Party.

Endorsement Guidelines

First and foremost, **no committee is obligated to make an endorsement or a recommendation to endorse**. Endorsements are often among the most consequential decisions that a committee will make during an election cycle and should not be taken lightly. If a committee decides to make an endorsement the proper procedure must be followed.

- Endorsements and recommendations to endorse may not take place without advance notice to committee members and the State Party.
 - This is to prevent endorsements or recommendations to endorse from being made in haste or when meeting attendance favors a particular candidate.
 - The best practice is to table unscheduled motions to endorse until the following meeting so that proper notice can be distributed.
 - Committees may also choose to set their endorsement meeting date well in advance. The first meeting of the year is often a good time to set important dates.
- Committee members must have been elected or appointed 30 days before voting on any endorsement or recommendation to endorse.
 - This rule is designed to prevent a candidate from packing their local committee with supporters immediately before a vote.
- Once endorsed by the relevant body, a candidate may include the "Delaware Democratic Party" among their endorsements on literature and other campaign materials. Committees should also support their endorsed/recommended candidates in additional ways, such as:
 - Campaign contributions
 - Volunteering exclusively for the endorsed candidate
 - Providing in-kind contributions
- Committees may also choose not to endorse. A motion to "Not Endorse" should be deliberated similarly to a motion to endorse.
- •

Non-partisan Endorsements

The current State Party Rules do not empower Delaware Democratic Party entities to endorse candidates running in nonpartisan races, like School Board or municipal races. Endorsements made in these races are not compliant with State Party Rules and are considered invalid In order to spend and raise its own money, each Democratic Party Committee is required to establish a campaign committee with the Office of the State Election Commissioner. It is illegal to accept contributions without first having a committee. If a committee chooses not to fundraise or have a bank account, they do not need to establish a campaign committee.

To open a campaign committee with the Commissioner's office, contact:

Campaign Finance Section Office of the State Election Commissioner 905 S Governors Avenue, Suite 170 Dover, DE 19904 (302)739-4277 coe_campaignfinance@state.de.us

Banking Information

Each District Committee that establishes a campaign committee will need to have

- 1. Its own campaign committee registered with the Delaware Campaign Finance Reporting System
- 2. Its own EIN number.

These two things allow RD committees to open bank accounts. Please make sure that at least one active RD Committee Member (the Treasurer) and ideally two active RD Members are currently authorized users on the committee's bank account. If a Treasurer retires from serving on the committee, they should work with the new Treasurer and the bank to transfer ownership of the bank account before stepping down.

Fundraising

Most fundraising at the District Committee level happens via written check. Because each District Committee with a bank account has an individual EIN, they have all the information required to set up an ActBlue account. ActBlue is a fundraising platform used by Democratic campaigns across the country. PayPal is also an acceptable alternative, but Venmo/Cash App are NOT allowed, per Delaware campaign finance guidelines.

Here is how to set up an ActBlue account: https://secure.actblue.com/pending_entities/new

Contribution Limits

Individual donors can give up to \$20,000 maximum to any party entity. The maximum amount that party entities can give to a candidate is dependent upon the office

Office	Party Contribution Limit
Governor	\$75,000
Other Statewide Office	\$25,000
NCC Executive	\$25,000
NCC President	\$15,000
All other County Offices	\$5,000
State Senate	\$5,000
State Representative	\$3,000
All other offices	\$3,000

A full breakdown of Delaware campaign contribution limits is available here.

While the Delaware Democratic Party and an individual District Committee will have a different EIN, they still count as "The Party" for campaign finance purposes. As a result, contributions from RD Committees, County/City Parties, and the State Party are all counted toward the same contribution limit.

For example: If the State Party gave a candidate for State Representative \$2,999, that candidate could only receive an additional \$1 from the County Party or any RD Committees.

Campaign Finance Reporting

District Committee Treasurers are responsible for filing annual campaign finance reports through the Delaware Campaign Finance Reporting System. Additional reports are required during election years, specifically for the period 30 days out and 8 days out from the Primary Election and General Election.

Entities that fail to file campaign finance reports on time will be fined by the Dept. of Elections.

Coordinated Campaign

Every election year, the Delaware Democratic Party launches a Coordinated Campaign to drive Democratic voter turnout. This campaign brings together Democratic political leaders from around the state party and all levels of the ballot to ensure success on Election Day.

Coordinated Campaign Goals

The top priority of the Coordinated Campaign is to turn out base Democratic voters. The Coordinated focuses on mobilization rather than persuasion. This

means the campaign prioritizes getting Democrats to vote in an election instead of persuading non-Democratic voters to vote for Democratic candidates.

Most of the Coordinated Campaign's election season activity can be categorized as "GOTV" or Get Out the Vote. This is primarily done by building a network of staff, organizers, volunteers, and local activists to encourage Delawareans to vote. Voter outreach is conducted throughout the Coordinated Campaign cycle and centers around the Democratic Party and our nominees ("the ticket") rather than a particular candidate.

The Coordinated Campaign focuses its efforts on mobilizing Democratic voters through canvassing, phonebanking, textbanking, mailings, digital outreach, and more. This strategy frees up individual Democratic campaigns to work on their own tailored message, run persuasion campaigns, and turn out voters that they have identified independently.

The Coordinated Campaign works best when it is recognized as the voter turnout and mobilization enterprise that it is. The work that the Coordinated Campaign does helps individual campaigns, not by campaigning on their behalf or in their place, but by reliably ensuring that base Democratic voters are turning out. Campaigns know this and can plan their own outreach accordingly.

Coordinated Campaign Structure

The Coordinated Campaign is led by the Coordinated Campaign Committee, sometimes referred to as the "Coordinated Table". This committee is made up of representatives from around the Delaware Democratic Party. Statewide Candidates, the State and Senate Caucus Campaigns, the party's four subdivisions, and State Party leaders each have representation around the Coordinated Campaign Table. This representation also comes with a monetary commitment, as the Coordinated Campaign maintains its own funding separate from the State Party's day-to-day operational funding.

A Coordinated Campaign Director, hired by the committee, manages the Coordinated Campaign's daily operation. This person functions much the same way a campaign manager would. The director will write and execute the Coordinated Campaign Plan and budget, hire and manage campaign staff, and report regularly to the Coordinated Campaign Committee. The exact staffing structure will vary each election cycle but will often include regional directors, localized field organizers, and campaign specialists for things like data and communications. The Coordinated Campaign will often open satellite offices throughout the state, in addition to the office at State Party Headquarters.

Committee Member Role

As designated party leaders in their communities, District Committee Members play an important role in the Coordinated Campaign's grassroots organizing efforts. District Committee Meetings are often the first stop for newly hired Field Organizers. Committee Members should help local Coordinated Staff get acclimated to the districts and neighborhoods they've been assigned. Committee Members are also expected to complete volunteer shifts throughout the Coordinated Campaign cycle. One of the responsibilities of serving as a Committee Member is helping to elect Democrats up and down the ballot. Members have a direct impact on local, statewide, and national elections and are the most effective advocates for getting voters to the polls. Completing volunteer shifts with the Coordinated Campaign is the most efficient way for Committee Members to make an impact.

Election Resources

Voter Registration

The primary voter registration resource is the Delaware Department of Elections's voter portal

WWW.IVOTE.DE.GOV

On this webpage, Delawareans will be able to

- Register to vote
- Find their polling location
- Change their political affiliation or address
- Request an absentee ballot
- View their sample ballot

In addition to the website, Delawareans can also contact the Department of Elections at one of the offices throughout the state

Kent County Office 100 Enterprise PI Ste 5 Dover DE 19904 (302) 739-4498

New Castle Office 820 North French St Suite 400 Wilmington DE 19801 (302) 577-3464 Sussex County Office 119 N. Race St Georgetown DE 19947 (302) 856-5367

Party Documents

State Party Platform

The Platform is the formal set of principles and goals for the State Party. This document outlines where the Delaware Democratic Party stands on a variety of issues and illustrates what elected Democrats' priorities would be in the government.

The Platform functions as the Party's guiding light on issues and advocacy. Committee Members should be familiar with the Party's Platform as part of their advocacy efforts. The State Party Platform can be viewed online at <u>www.deldems.org/our-platform</u>.

Party Rules

The official governing document of the Delaware Democratic Party is the **State Party Rules**. The rules govern the operation and establish the structure of the Delaware Democratic Party. At the District and Subdivision levels, the Subdivision rules also govern conduct.

While this handbook is intended to provide essential basics for Committee Members, it is nonbinding. The primary sources for the information found in this handbook are the State and Subdivision Rules Documents. These official rules documents go into greater detail than this handbook and should be used as the reference for any questions or disputes concerning the operation of State Party entities.

All relevant party rules are available online at <u>www.deldems.org/party-documents</u> and are linked below

State Party Rules New Castle County Rules City of Wilmington Rules Kent County Rules Sussex County Rules

Democratic State Convention

Every year following a presidential election, the Delaware Democratic Party holds the Democratic State Convention. There are four major agenda items at the State Convention.

- I. Election of State Party Officers
 - State Chair, Two Vice Chairs, Secretary, Treasurer
- II. Report from the Platform Committee
- III. Report from the Resolutions Committee
- IV. Report(s) from the Rules Committee

State Convention Delegates

The voting body of the Democratic State Convention is made up of delegates from each of the 41 State House Districts. Committee members do not automatically become delegates to the State Convention.

Delegates are allocated based on each district's "Composite Democratic Strength". The Composite Democratic Strength of a district is determined based on Democratic registration and the total votes received by all statewide candidates in the district during the most recent General Election. State Rules require that delegates be elected during the month of March.

State Convention Committees

Ahead of the State Convention, a set of Convention Committees will be convened, and a report will be submitted on the floor of the convention.

Platform Committee

The Platform Committee considers and drafts revisions to the State Party Platform. A final draft of an updated Party Platform is then put to a vote at the Democratic State Convention. As part of its work, the Platform Committee will often hold a series of public hearings to take public feedback on the platform.

The Chair and members of the Platform are appointed by the State Chair. Members are appointed in proportion to the number of delegates allocated to each subdivision and are broadly representative of the Democratic Party.

Resolutions Committee

The Resolutions Committee convenes to consider any resolutions that are submitted in writing. The Committee presents a report, made up of a package of resolutions, on the floor of the Convention.

The Chair of the Resolutions Committee is appointed by the State Chair and must be a Convention Delegate. There are 20 other members of the Resolutions Committee. Each subdivision's Executive Committee selects five delegates to serve as their members on the Resolutions Committee.

Standing Rules Committee

Should any delegate have their eligibility challenged, the Rules Committee will hear the challenge. The Rules Committee would report on any challenges it received and its decision on the floor of the Convention. Any registered Democrat may challenge the credentials of a delegate or alternate up to a week before the Democratic State Convention.

The Rules Committee may also submit revisions to the State Party Rules at the Convention. Amendments to the State Party Rules must be submitted in writing to the Rules Committee ahead of the Democratic State Convention. The Committee will advise on the suggested amendments. A ¹/₃ vote of the Rules Committee is required to submit an amendment to the Convention and a ³/₄ vote of all convention delegates is required to pass an amendment to the State Party Rules. **This vote threshold is higher than other convention agenda items.**

- <u>State Party Website</u> deldems.org
 - Event Calendar
 - Event Submissions
 - Party Platform
 - Local Committee Directories
 - State Executive Committee Directory
 - Votebuilder FAQ
 - State Party Rules
 - <u>New Castle County Party Rules</u>
 - <u>Kent County Party Rules</u>
 - Sussex County Party Rules
 - Wilmington City Rules
- DelDems Mobilize Dashboard mobilize.us/deldems
- Social Media
 - Facebook
 - o <u>Instagram</u>
 - <u>Bluesky</u>
- <u>Democratic National Committee Website</u> democrats.org
 - National Party Platform
 - <u>State Parties Directory</u>
- <u>Delaware Department of Elections</u> elections.delaware.gov
 - <u>IVote.DE.gov</u>
 - Delaware Campaign Finance Portal
- <u>ActBlue registration page</u>

Elected Official Links

- Senator Chris Coons <u>Government</u> | <u>Campaign</u>
- Senator Lisa Blunt Rochester <u>Government</u> | <u>Campaign</u>
- Congresswoman Sarah McBride <u>Government | Campaign</u>
- Governor Matt Meyer <u>Government | Campaign</u>
- Lt. Governor Kyle Evans Gay Government | Campaign
- Attorney General Kathy Jennings Government | Campaign
- Treasurer Colleen Davis Government
- Auditor Lydia York <u>Government</u>
- Insurance Commissioner Trinidad Navarro Government
- General Assembly
 - <u>Senate Democrats</u>
 - House Democrats