

**CALL TO CAUCUS
TO ELECT DELEGATES TO
5th CD DEMOCRATIC CONVENTION
CHARLOTTESVILLE DEMOCRATS
2022**

Pursuant to the authority provided by the Virginia Democratic Party Plan, the Charlottesville Democratic Committee (hereafter CDC) hereby calls a virtual Caucus to be held at 3:00pm, on February 19, 2022, details of which will be transmitted to all prefiled delegates by the CDC.

As a result of the current COVID-19 virus public health emergency, it is not possible to vote in person for electing Delegates for the 5th Congressional District Committee Convention (hereafter, “5th CD Committee”). The CDC is committed to implementing a fair and open alternative process for the election of Delegates and doing other necessary party business. The CDC is therefore opting to hold this process virtually in a similar way that it held the 2020 DNC National Convention delegate selection process.

1. **Incorporated Documents.** All appropriate provisions of the Virginia Democratic Party Plan (“State Party Plan”), as amended, and the Guidelines issued by the Democratic Party of Virginia (Guidelines) and confirmed on December 4, 2021, are incorporated into this Call by reference and made a part hereof.
2. **Purpose.** The purpose of the Caucus shall be to elect 14 delegates to the 5th CD Democratic Convention to be held virtually on Saturday, March 5th, 2022.

The 5TH CD Convention will be electing 20 members to serve on the 5th CD Committee and the Democratic Party of Virginia State Central Committee.

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 groups such as ethnic minorities, young people,

persons over 65 years of age, lesbians and gay men, persons with disabilities, and persons of low and moderate-income.

4. **Pre-filing.** Any Democrat wishing to be a delegate to the 5th CD Convention must submit a Delegate Prefiling Form with a Co-Chair of the Charlottesville Democratic Committee, by the filing deadline – 5:00 p.m. on February 14, 2022. Delegate Prefiling Forms may be obtained from the Co-Chairs of the Charlottesville Democratic Committee via email request to cvilledemschair@gmail.com. Completed Delegate Prefiling forms must be submitted to either co-chair of the Charlottesville Democratic Committee via email at cvilledemschair@gmail.com. Only those Delegate candidates who have filed by the deadline will appear on the ballot at the Caucus. If no more than 14 persons have pre-filed to be a delegate, those who have pre-filed will be deemed to have been elected, and the Caucus shall be cancelled.
5. **Method of selection of Delegates.** The 14 people who receive the most votes will be elected as Delegates to the 5th CD Convention on March 5, 2022.
6. **Declaration.** All candidates for delegate 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 2022 general election. The Declaration form must be obtained from and submitted to the co-chairs of Charlottesville Democratic Committee as stated above.
7. **Certification of District Delegates.** Within three days after the caucus, the CDC Co-Chairs shall provide a list of all delegates to the Chair of the 5th CD Committee, Suzanne Long by email at suzannelongfarm@gmail.com.
8. **Adopted by Charlottesville Democratic Committee on January 24, 2022.**

John McLaren and Dashad Cooper, Co-Chairs
Charlottesville Democratic Committee