

IOWA DELEGATE SELECTION PLAN

FOR THE 2016 DEMOCRATIC NATIONAL CONVENTION

ISSUED BY THE IOWA DEMOCRATIC PARTY

APPROVED BY THE
STATE CENTRAL COMMITTEE OF THE
IOWA DEMOCRATIC PARTY
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The Iowa Delegate Selection Plan For the 2016 Democratic National Convention

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Section I

Summary of Iowa Caucuses and County Conventions

A. The Iowa Caucuses – February 1, 2016

1. The Iowa Caucuses shall consist of precinct caucuses, satellite caucuses, and one tele-caucus.
2. Any person who is eligible to vote in the State of Iowa and will be at least 18 years old on Election Day, November 8, 2016, may participate in the Iowa Caucuses. The eligible caucus attendee must be registered as a Democrat or register at the precinct caucus as a Democrat (IDP Con. Art. 1, Sec.2). Note: Someone who is seventeen years old on caucus night and will be eighteen by November 8, 2016, but is not within six months of his or her birthday, cannot legally register at the caucus but will be permitted to participate in the caucus by signing a pledge of support for the Democratic Party and an intent to register as a Democrat as soon as it becomes legally possible. There will be no absentee or proxy voting at any precinct caucus for any reason (IDP Con. Art. XII, Sec. 2).
 - a. For precinct caucuses, any person may vote and/or run for delegate to the county convention if he or she is a resident of the precinct, is eligible to vote in the precinct, and will be at least 18 years old on Election Day, November 8, 2016.
 - b. For satellite caucuses, any person may participate if he or she has pre-registered with the State Party to participate at a State Party approved satellite caucus location, meets the requirements for participation at that location, and will be at least 18 years old on Election Day, November 8, 2016.
 - c. For the tele-caucus, any Iowa citizen covered under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) and any active duty member of the military who is eligible to vote in Iowa and is stationed outside the borders of Iowa on the day and time of the Iowa Caucuses who has pre-registered with the State Party and will be at least 18 years old on Election Day, November 8, 2016.
3. At 7:00 p.m., the caucus will be called to order by the temporary chair.
 - a. In the case of precinct caucuses, the temporary chair will be one of the precinct committee members, or in the absence of a precinct committee person, the temporary chair shall be a designee of the county chair.
 - b. In the case of satellite and the tele-caucuses, the temporary chair will be the designee of the State Chair.
4. The caucus shall then nominate and elect a permanent chair and a permanent secretary.

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5. Candidate nomination papers may be made available and each person in attendance should be given an opportunity to sign. Additional candidate information may be distributed, read, or placed on display.
6. The determination of Presidential Preference shall begin no earlier than 7:00 p.m.
7. Caucus participants will divide according to Presidential Preference.
 - a. For precinct caucuses, delegates will be apportioned by proportional representation based upon the number of Democratic votes during the most recent presidential and gubernatorial elections. In addition, the caucus participants will divide according to their presidential preference and delegates to be elected by each caucus will be apportioned and elected by presidential preference group. There may be an uncommitted group.
 - b. The total of satellite caucuses will be apportioned three state convention delegates by the State Central Committee. Each satellite caucus will divide according to presidential preference group, and report their presidential strength to the State Party.
 - c. The tele-caucus will be allocated two delegates to state convention.
8. For precinct caucuses, preference groups shall be required to have a minimum number of members within their group in order to be considered viable for the purposes of electing delegates to the county convention. The minimum number of members, or viability threshold, a group must have will be determined by the following factors: the total number of eligible caucus attendees at the particular caucus and the total number of delegates the particular caucus is to elect.
 - a. No viability threshold shall apply to any caucus that elects only one delegate. The delegate shall be elected by a majority vote of those eligible caucus attendees present and voting.
 - b. In caucuses that elect two delegates, a group must have at least 25% of the eligible caucus attendees in order to be considered viable.
 - c. In caucuses that elect three delegates, a group must have at least 16.66 repeating percent. (N.B.: Because of the repeating fraction in this case, the correct method to determine viability should be to divide the total attendees by six (6)).
 - d. In caucuses that elect four or more delegates, a group must have at least 15% of the eligible caucus attendees in order to be considered viable.
 - e. In no case may a viability threshold of less than 15% be used. In determining the viability threshold for a particular caucus, fractions must always be rounded up.
 - f. Members of groups that are declared not viable shall be given sufficient

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time to realign with other groups to form a viable preference group.

- g. If no candidate has a viable preference group, then all of the delegates shall be elected by the caucus as a whole.
- h. If more viable preference groups form than there are delegates to elect, the smallest groups must realign until there are no more groups than there are delegates to elect. The following are sample calculations to determine the viability threshold for a caucus:

Example One

A Caucus elects 3 delegates to the county convention and there are 45 eligible caucus attendees:

$45/6 = 7.5$ (rounded up to 8) in order to be viable

Example Two

A Caucus elects 5 delegates to the county convention and there are 25 eligible caucus attendees:

$25 \times .15$ (15%) = 3.75 (rounded up to 4) in order to be viable

Example Three

A Caucus elects 2 delegates to the county convention and there are 40 eligible caucus attendees:

$40 \times .25$ (25%) = 10 in order to be viable

- i. Each preference group shall elect a chair. The first formal action of the preference group chairs shall be to read the following statement: "All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status, or status. In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has been adopted by the Iowa Democratic Party. Discrimination on the basis of 'status' in the conduct of Iowa Democratic Party affairs is prohibited."
- j. Each presidential preference or uncommitted group shall then elect delegates proportional to their percentage of the entire caucus. Secret ballots may be used in these elections. (N.B.: Participants in a precinct caucus represent only themselves as voters. Because of this, secret balloting is allowable at the precinct caucus level only.)
- k. Due to rounding, it is possible to apportion more or less delegates than the caucus is required to elect. In these cases, a group or groups may gain or lose a delegate depending upon the fractions that result when determining their share of delegates. A group may never lose its only delegate. The

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following examples apply to the rule above:

Example One

Four (4) viable preference groups form in a caucus that elects nine (9) delegates. Group A has 25 members, Group B has 16 members, Group C has 13 members, and Group D has 11 members. The calculation to apportion the nine (9) delegates is as follows:

Group A	$(25 \times 9) / 65 = 3.46$	or	3	round down
Group B	$(16 \times 9) / 65 = 2.21$	or	2	round down
Group C	$(13 \times 9) / 65 = 1.8$	or	2	round up
Group D	$(11 \times 9) / 65 = 1.52$	or	<u>2</u>	round up

Total 9 Delegates

Example Two

Three (3) viable groups form in a caucus of 17 people that elects three (3) delegates. Group A has 10 members, Group B has 4 members, and Group C has 3 members. All groups are viable ($17 / 6 = 2.8333$ rounded up to 3).

The calculations to apportion the delegates are as follows:

Group A	$(10 \times 3) / 17 = 1.76$	or	2
Group B	$(4 \times 3) / 17 = .71$	or	1
Group C	$(3 \times 3) / 17 = .53$	or	<u>1</u>

Total 4 Delegates*

*Since this caucus may elect only three (3) delegates, Group A must lose its second delegate. Even though Group C has the smallest fraction rounding upward, under the rules a group may not lose its only delegate.

NOTE: "Mathematics Worksheets" that provide step-by-step directions on how to perform these calculations will be provided for each caucus.

- i. The number of delegates to be elected by each precinct shall be according to the number determined using the formula that weighs Democrat strength in the precinct multiplied by county delegate totals. The caucus may only elect full delegates. No half delegates are allowed.
- m. Each preference group shall then elect alternate delegates. The group may elect any number of alternates.
- n. Each preference group will report the names of its delegates and alternates to the caucus chair.
- o. The entire caucus shall ratify by majority vote the election of the entire slate of delegates and alternates to the county convention. Ratification

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- shall mean only that it is the sense of the caucus that the procedures used by the various preference groups were in conformity with required procedures under the Constitution of the Iowa Democratic Party, and applicable caucus procedures and rules.
- p. The Precinct Caucus chair will immediately report the outcomes to an agent of the Iowa Democratic Party. The Iowa Democratic Party will report outcomes and information to the Secretary of the Democratic National Committee (DNC) within three days after the Iowa Democratic Party's certification of the results.
 - q. The entire caucus shall elect from the delegates or alternates, members to the platform committee and committee on committees for the county convention. [N.B.: The officers of the county central committee shall determine the numbers to be elected for each precinct in a county.]
 - r. Nominations from the entire caucus shall be made for the precinct committee people (two (2) unless otherwise noted). Secret ballots may be used for these elections. (Note: Participants in a precinct caucus represent only themselves as voters. Because of this, secret balloting is allowable at the precinct caucus level only.) The caucus chair will report the results of these elections.
 - s. The caucus shall discuss resolutions to be submitted to the county platform committee.
9. One tele-caucus will meet to express presidential preference and to discuss platform issues.
- a. The tele-caucus will be held by conference call at the same time and on the same day as Iowa's precinct caucuses.
 - b. Participants in the tele-caucus must pre-register with the Iowa Democratic Party by January 1, 2016, and provide information to ensure the security of those who participate.
 - c. The caucus will be moderated by a representative of the Iowa Democratic Party and begin with a message from a moderator explaining the process of how to express presidential preference.
 - d. Tele-caucus goers will not elect delegates to county or district conventions, but the results of the caucus will be used to determine the presidential preference of 2 (two) state convention delegates. State convention delegates will be named by the Presidential Preference Group to whom the delegate is pledged.
 - e. The viability threshold for a presidential preference group must be 25% of the total caucus attendees.

- f. The tele-caucus will report the results of their preference group strength to an agent of the Iowa Democratic Party.
 - g. Platform proposals shall be forwarded to the Chair of the State Platform Committee. The State Platform Chair shall pass those proposals to each of the four Congressional District Platform Chairs.
10. Satellite caucuses will meet for the purpose of determining presidential preference and to discuss platform issues.
- a. Satellite caucuses will be held on the same day, and at the same time as precinct and tele-caucuses.
 - b. Satellite caucuses will be available by application at sites that have a sizable number of Democrats who are willing to participate in a satellite caucus but could not otherwise participate in their precinct caucuses.
 - c. Satellite caucuses will be held at locations that have submitted an application to the State Central Committee and been approved by the body.
 - d. Applications must be submitted to the State Chair by Tuesday, November 3rd, and must include, but is not limited to, the following information:
 - i. Petitioner Name/Contact Information
 - ii. Site Address
 - iii. Demonstrable need for holding the caucus
 - iv. Approximate number of people affected
 - v. Estimated attendance
 - vi. Description of Caucus meeting space
 - vii. Hours the site is available
 - viii. Level of accessibility
 - ix. Site contact
 - x. Description of any special accommodations that must be made for the site
 - e. Applications will be reviewed by a sub-committee of the State Central Committee (Satellite Caucus Review Committee) comprised of individuals who have declared their neutrality for any Presidential Candidate.
 - f. Applications must be approved no later than December 5, 2015.
 - g. Participation is open to all individuals who work and/or live at the satellite caucus site who would not otherwise be able to participate in their regular precinct caucus due to hardship. All individuals wishing to participate must pre-register with the Iowa Democratic Party by January 3rd, 2016. The State Party will then make these forms available to the Precinct Chair no later than five days before the caucus.

- h. Each caucus will follow the same agenda as a precinct caucus, with the following exceptions:
 - i. No participants will be elected to fill the county delegate positions. Rather, if any participants are interested in participating in their county convention, their names will be submitted to their home County Chair as an alternate to the county convention.
 - ii. Satellite caucuses will not elect precinct committee people. Those wishing to be elected as a precinct committee person will identify themselves, and their names will be passed along to their home County Chair and seated based on their County Bylaws if a vacancy exists.
 - iii. Resolutions to the county platform can be submitted and debated on caucus night. Approved resolutions will be passed along to the County Platform Committee in which the satellite caucus takes place for consideration at the County Convention.
- i. Satellite caucuses will be used to determine the presidential preference of three (3) state convention delegates.
- j. The viability threshold for a presidential preference group must be 1/6 of the total caucus attendees.
- k. State convention delegates will be named by the Presidential Preference Group to which the delegate is pledged.

B. County Conventions – March 12, 2016

- 1. Each county determines the starting time for delegate registration and the convening of their county convention.
- 2. Registration of late-arriving delegates shall remain open for at least one (1) hour after the convention is scheduled to convene. However, as soon as the credentials committee reports to the convention that a quorum of delegates has been seated, the convention may transact official and binding business. A quorum for purposes of this section shall mean forty percent (40%) of the total delegates elected to the convention. A determination of preference groups and the strength of preference groups shall not be determined until all delegates have been received and approved by the convention.
- 3. If a delegate is unable to attend all or part of the convention, an alternate may take his or her place.
 - a. A delegate may name his or her own alternate in writing on the designated form to the credentials committee.

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- b. If a delegate fails to name an alternate, the credentials committee shall seat an alternate based off the following priority order.
 - i. Alternates of the same preference group and precinct as the delegate on a first come, first served basis.
 - ii. Alternates of the same preference group and geographically similar precinct as the delegate.
 - iii. Alternates of the same preference group in any precinct.
 - c. When an alternate has been designated by a duly elected delegate, he/she shall do so only until the originally elected delegate shall appear at the convention and request of the credentials committee chair his/her right to be seated. At such time, the alternate shall turn over his/her credentials and balloting material to the duly elected delegate. However, if the alternate has been selected by the credentials committee per the above rules, and the duly elected delegate has failed to select an alternate, the alternate shall have the right to retain his/her position as a delegate despite the presence of the duly elected delegate. In the event of a dispute between the alternate and the delegate claiming to be duly elected, the preference group delegation immediately resolves the dispute and informs the credentials committee of the resolution of the problem. Either the alternate or the claimed to be duly elected delegate may appeal immediately the decision of the precinct delegation to the conventions credentials committee. The convention shall uphold or overrule, if requested, the decision of the credentials committee. The business of the convention shall continue, unabated, during the resolution of this dispute.
4. For the purpose of determining the relative strength of preference groups within the convention, delegates to the county conventions shall align with a presidential preference or uncommitted group when they are registered for the convention. A delegate shall be required to designate his or her preference group at the time of his or her registration, and a delegate who refuses to designate a presidential preference group shall be registered by the credentials committee as uncommitted. Delegates are not required to align with the same preference group that selected them at the caucuses.
5. The county credentials committee shall have the responsibility of determining the initial number of delegates within each presidential preference or uncommitted group, and shall, upon completion of registration and the presentation of its report, inform the convention of the relative strength of preference groups and the existence or absence of viable preference groups. For purposes of this section, any presidential preference or uncommitted group which fails to obtain fifteen percent (15%) of the total number of registered delegates by the time the credentials committee presents its final report shall be declared nonviable.
6. The first realignment of delegates into preference groups shall take place following the report of the credentials committee. At this time, all delegates will

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be afforded a one (1) hour period to realign with other groups if they so desire. The arrangements committee shall afford delegates the proper facilities to complete this realignment process. During this period, the convention may proceed with other business.

7. Delegates at the county convention who realign with a different presidential preference group shall then sign a statement that states: "I now support _____ for the Democratic nomination for President." This statement of support shall be signed prior to voting for district/state convention delegates.
8. Upon completion of the one (1) hour preference group realignment period, the credentials committee or their designee shall report to the convention the viable and nonviable groups' status within the convention. Members of nonviable groups shall have a reasonable time, as determined by the rules adopted by the county convention, in which to realign.
9. The number of district/state convention delegates to which a presidential preference or uncommitted group is entitled to elect shall be determined by multiplying the total number of delegates to be elected by the percentage of the total convention vote that each preference group represents. When a situation occurs where there are more viable preference groups than there are delegates to be elected, the preference group(s) with the largest fraction shall be awarded the delegate(s) in question.
10. The chair of the rules and nominations committee shall announce the number of delegates each preference group is entitled to elect to the district and state conventions. The convention will then divide into its respective preference groups - each seated delegate going to the preference group with which he or she is aligned.
11. Each preference group shall elect a chair. All elections relating to selection of National Delegates will be supervised and monitored by the appropriate rules committee chair or designee.
12. The first formal action of the preference group chairs shall be to read the following statement: "All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status, disability, or status. In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has been adopted by the Iowa Democratic Party. Discrimination on the basis of 'status' in the conduct of Iowa Democratic Party affairs is prohibited."
13. The procedure to be used within a presidential preference or an uncommitted group to elect district/state delegates is as follows:
 - a. All delegates and party members who desire to run for district/state

delegate positions shall inform the caucus chair of the appropriate preference group. This business must be done prior to the election proceedings of the delegates. Candidates for the delegate positions shall be listed on a ballot and lettered or numbered. Additional names may be submitted for nomination. Persons need not be present to be elected but all delegates must be present to vote. A candidate for a district/state delegate position need not be a delegate or alternate to the county convention but must be 18 years of age by Election Day, Tuesday, November 8, 2016, and be registered as a Democrat and reside within the county from which they are seeking election, they must support the purposes of the Iowa Democratic Party (those 17 years old who otherwise qualify as candidates for delegate positions, but are not within six months of their 18th birthday are exempted from the registration requirement).

- b. Each delegate or alternate who is an authorized member of a preference group, empowered to vote on the election of the candidate or candidates, shall do so by casting a ballot to select or elect no more than simple majority of the position(s) being sought by the candidates. In accordance with the National Party Charter, delegates will vote using a signed or identified ballot.
- c. The ballots shall be collected and counted under the authority of the rules and nominations committee. If the number of positions to fill is less than five (5), each elector shall vote for the number of candidates equal to the number of positions to be filled.
- d. No candidate may be elected with less than five (5) votes. All candidates receiving the same number of votes must, without violation of any other rule, either be defeated as a group or else elected as a group.
- e. When those elected have been tabulated, their names shall be read.
- f. Balloting shall continue until all delegate positions have been filled.
- g. The rules and nominations committee chair shall take possession of all the ballots. The ballots shall be preserved for one year.
- h. Each preference group shall then proceed to elect its alternates. Any number of alternates may be elected. Careful record should be kept of the alternates elected, so as to avoid any confusion in seating the alternates at either the district or the state conventions.
- i. The contact information for all duly elected delegates and alternates shall be collected by the preference group chair and provided to the credentials chair of the convention no later than 30 minutes after the conclusion of the convention.
- j. The entire convention shall ratify the election of the entire slate of delegates and alternates to the district conventions. Ratification shall

mean only that it is the sense of the convention that the procedures used by the various preference groups were in conformity with required procedures under the Constitution of the Iowa Democratic Party, and under applicable convention procedures and rules. The standard policies concerning challenges and minority reports shall apply, with such being carried to the district affirmative action committee and then to the district convention credentials committee.

14. The procedure for election of district convention committee members shall be as follows:
 - a. The number of members to be elected by each county convention to the district convention committees has been apportioned in a manner using a proportional representation system based on the most recent presidential and gubernatorial results.
 - b. If the county convention is to elect fewer than three (3) members to each of the district convention committees, then the committee members shall be elected by the convention at large.
 - c. If the county convention is to elect three (3) or more members to each of the district convention committees, then the committee members shall be apportioned and elected by preference group.
 - d. The number of district convention committee members to be elected within preference groups shall be determined in the same manner that delegates are allocated to the preference groups - proportional to their percentage of the entire convention.
 - e. At least ten (10) days prior to the county conventions, each of the county convention committees shall nominate individuals to serve on the corresponding committee at the district conventions.
 - f. Additional nominations may be made from the floor.
 - g. When there are no further nominations or upon adoption of a motion to cease nominations, the convention chair (or preference groups chair) shall, after giving any nominee the opportunity to decline the nomination, conduct an election to fill the allotted positions.
 - h. A simple majority vote of the delegates present and voting of each preference group shall be required to elect district convention committee members.

C. Increasing Participation

1. The state party will make accommodations to facilitate greater participation by those who cannot physically attend Iowa's first determining step (precinct caucuses) due to service in the Armed Forces.
 - a. The Iowa Democratic Party will implement a tele-caucus open to any Iowa citizen covered under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) and any active duty member of the military who is eligible to vote in Iowa and is stationed outside the borders of Iowa on the day and time of the Iowa Caucuses who has pre-registered with the State Party and will be at least 18 years old on Election Day, November 8, 2016.
 - b. Participants in the tele-caucus must pre-register with the Iowa Democratic Party by January 1, 2016, and provide information to ensure the security and eligibility of those who participate.
 - c. The results of the tele-caucus will be used to determine the presidential preference of 2 (two) state convention delegates.
 - d. State convention delegates will be named by the Presidential Preference Group to which the delegate is pledged.

2. The state party will make accommodations to facilitate greater participation by those who cannot physically attend Iowa's first determining step (precinct caucuses) due to job requirements or physical limitation.
 - a. The Iowa Democratic Party will seek to pass legislation granting time off to caucus for all non-emergency personnel in the state.
 - b. The Iowa Democratic Party will implement a satellite caucus process to target workers, those in care facilities, and other locations with a large population of Democrats who could not otherwise participate at their precinct caucuses.
 - i. Participation is open to all individuals who work and/or live at the satellite caucus site. All individuals wishing to participate must pre-register with the Iowa Democratic Party by January 3rd, 2016.
 - ii. Each satellite caucus will report its presidential preference strength, which will be used to determine the presidential preference of three state convention delegates.
 - iii. State convention delegates will be named by the Presidential Preference Group to which the delegate is pledged.

3. The state party will make accommodations to facilitate greater participation by those who cannot physically attend Iowa's first determining step (precinct caucuses) due to child care issues.
 - a. The Iowa Democratic Party will encourage all county parties to establish child care at precinct caucus sites.
 - b. The Iowa Democratic Party will develop a best practices guide and develop trainings for county parties on how best to implement a child care program during the Iowa precinct caucuses.

Section II

Introduction & Description of Delegate Selection Process

A. Introduction

1. Iowa has a total of 52 delegates and 4 alternates. (Call, I. & Appendix B.)
2. The delegate selection process is governed by the *Charter and Bylaws of the Democratic Party of the United States*, the *Delegate Selection Rules for the 2016 Democratic National Convention* ("Rules"), the *Call for the 2016 Democratic National Convention* ("Call"), the *Regulations of the Rules and Bylaws Committee for the 2016 Democratic National Convention* ("Regs."), the Constitution of the Iowa Democratic Party, the state of Iowa election code, and this Delegate Selection Plan. (Call, II.A.)
3. Following the adoption of this Delegate Selection Plan by the State Party Committee, it shall be submitted for review and approval by the DNC Rules and Bylaws Committee ("RBC"). The State Party Chair shall be empowered to make any technical revisions to this document as required by the RBC to correct any omissions and/or deficiencies as found by the RBC to ensure its full compliance with Party Rules. Such corrections shall be made by the State Party Chair and the Plan resubmitted to the RBC within 30 days of receipt of notice of the RBC's findings. (Regs. 2.5, 2.6 & 2.7)
4. Once this Plan has been found in Compliance by the RBC, any amendment to the Plan by the State Party will be submitted to and approved by the RBC before it becomes effective. (Reg. 2.9)

B. Description of Delegate Selection Process

1. Iowa will use a proportional representation system based on the results of the Caucus for apportioning delegates to the 2016 Democratic National Convention.
2. The "first determining step" of Iowa's delegate selection process will occur on February 1, 2016 with precinct caucuses.
3. Voter Participation in Process

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- a. Participation in Iowa's delegate selection process is open to all voters who wish to participate as Democrats. Any person may vote and/or run for delegate to the county convention if he or she is a resident of the precinct, is eligible to vote in the precinct, and will be at least 18 years old on Election Day, November 8, 2016. (Iowa Code 43). The eligible caucus attendee must be registered as a Democrat or register at the precinct caucus as a Democrat (IDP Constitution Art. 1, Sec. 2). N.B.: Someone who is seventeen years old on Caucus night and will be eighteen by November 8, 2016, but is not within six months of his or her birthday, cannot legally register at the caucus but will be permitted to participate in the caucus by signing a pledge of support for the Democratic Party and an intent to register as a Democrat as soon as it becomes legally possible. There will be no absentee or proxy voting at any precinct caucus for any reason. (IDP Constitution Art. 12, Sec. 2). (Rules 2.A. & 2.C. & Reg. 4.3.)
- b. At no stage of Iowa's delegate selection process shall any person be required, directly or indirectly, to pay a cost or fee as a condition for participating. Voluntary contributions to the Party may be made, but under no circumstances shall a contribution be mandatory for participation. (Rule 2.D. & Reg. 4.4.)
- c. No persons shall participate or vote in the nominating process for the Democratic presidential candidate who also participates in the nominating process of any other party for the corresponding elections. (Rule 2.E.)
- d. No person shall vote in more than one caucus which is the first meeting in the delegate selection process. (Rule 3.E. & Reg. 4.6.)

Section III Presidential Candidates

- A. **Ballot Access**
There is no specific filing requirement whereby a presidential candidate gains access to the Iowa delegate selection process. (Rules 11.B., 14.A., 14.B., 14.D., 14.E., & 14.H.)
- B. Each presidential candidate shall certify in writing to the State Democratic Chair, the name(s) of his or her authorized representative(s) by ten (10) days prior to the precinct caucuses and respective conventions. (Rule 12.D.(1))
- C. Each presidential candidate (including uncommitted status) shall use his or her best efforts to ensure that his or her respective delegation within the state delegation achieves the affirmative action goals established by this Plan and is equally divided between men and women. (Rule 6.1.)

Section IV Selection of Delegates and Alternates

- A. **District-Level Delegates and Alternates**

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1. Iowa is allocated 29 district-level delegates and 4 district-level alternates. All alternates apportioned pursuant to Rule 8 shall be elected at the district level.
(Rule 8.C., Call, I.B., I.I. & Appendix B., Regs. 4.31.B)
2. District-level delegates and alternates shall be allocated to presidential preferences through a proportional representation system based on precinct caucuses with the first determining step no earlier than Monday February 1, 2016.
 - a. Each district convention shall be called to order at 9:00 a.m., on April 30, 2016. Registration for the district convention shall be from 8:00 a.m. to 9:00 a.m. Official and binding convention business shall begin, with a credentials committee report announcing a quorum as early as 9:00 a.m. Late arriving delegate registration shall continue from 9:00 a.m. to 10:00 a.m., however, the seating of alternates may begin at 9:00 a.m. and official and binding convention business shall not be delayed until the end of the late arriving delegate registration period. Alternates with a signed alternate assignment form shall be seated immediately.
 - b. A quorum for purposes of this section shall mean forty percent (40%) of the total delegates elected to the convention. A determination of preference groups and the strength of preference groups shall not be determined until all delegates have been received and approved by the convention.
 - c. The county chair or their designee shall provide to the district credentials chair and an agent of the IDP a list of the elected delegates to the district convention and the preference group to which the delegate purports to belong. Each county chair or their designee shall inform the credentials committee of the name or names of the head of any viable preference group or groups within his/her county. (The time period for which all the aforementioned information should be supplied is no more than ten (10) days after the date of the county conventions.)
 - d. In the event the county chair fails to carry forth promptly the duties set forth by this plan, either the vice-chair of said county or recognized head of the preference group(s) within that county may supply the credentials committee with the information.
 - e. In the event the county chair, vice-chair, or recognized head of the preference group(s) within a specific county fail to provide the credentials committee with such information as is required, the chair of the credentials committee or his/her designated representative shall be empowered to appoint a representative of the county or preference group(s) within the county to assemble and provide the committee with the required information.
 - f. If a delegate is unable to attend all or part of the convention, an alternate may take his or her place.
 - g. A delegate may name his or her own alternate in writing on the designated form to the credentials committee.

- h. If a delegate fails to name an alternate, the credentials committee shall seat an alternate based off the following priority order.
 - i. Alternates of the same preference group and precinct as the delegate on a first come, first served basis.
 - ii. Alternates of the same preference group and geographically similar precinct as the delegate.
 - iii. Alternates of the same preference group in any precinct.
 - i. When an alternate has been designated by a duly elected delegate, he/she shall do so only until the originally elected delegate shall appear at the convention and request of the credentials committee chair his/her right to be seated. At such time, the alternate shall turn over his/her credentials and balloting material to the duly elected delegate. However, if the alternate has been selected by the credentials committee per the above rules, and the duly elected delegate has failed to select an alternate, the alternate shall have the right to retain his/her position as a delegate despite the presence of the duly elected delegate. In the event of a dispute between the alternate and the delegate claiming to be duly elected, the preference group delegation shall immediately resolve the dispute and inform the credentials committee of the resolution of the problem. Either the alternate or the claimed to be duly elected delegate may appeal immediately the decision of the precinct delegation to the conventions credentials committee. The convention shall uphold or overrule, if requested, the decision of the credentials committee. The business of the convention shall continue, unabated, during the resolution of this dispute.
 - j. For the purpose of determining the relative strength of preference groups within the convention, delegates to the district conventions shall align with a presidential preference or uncommitted group when they are registered for the convention. A delegate shall be required to designate his/her preference group at the time of his/her registration, and a delegate who refuses to designate a presidential preference group shall be registered by the credentials committee as uncommitted. Delegates are not required to align with the same preference group that selected them at the county convention.
3. Apportionment of District-Level Delegates and Alternates
- a. Iowa's district-level delegates and all alternates (Regs. 4.31.B) are apportioned among the districts based on a formula giving equal weight to the vote for the Democratic candidates in the 2012 presidential and the 2014 gubernatorial elections. The prescription for this formula is in our Constitution (Art. VIII, Sec. 7); IDP has used this methodology because it has proven to best represent the Democratic base in Iowa year after year.

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The formula is the number of:

[(Obama + Hatch District Vote Totals) / (Obama + Hatch Statewide Vote Totals) x Number of Delegates to the National Convention=Delegates in each District.]
(Rule 8.A.; Regs. 4.11., 4.12. & Appendix A.; Iowa Democratic Party Constitution, Article VIII, Sec. 7)

- b. The state’s total number of district-level delegates will be equally divided between men and women. (Rule 6.C.(1) & Reg. 4.8.)
- c. The district-level delegates and alternates are apportioned to districts as indicated in the following chart:

* District	Delegates			Alternates		
	Males	Females	Total	Males	Females	Total
#1	4	4	8	0	1	1
#2	4	4	8	1	0	1
#3	3	4	7	0	1	1
#4	3	3	6	1	0	1
Total	14	15	29	2	2	4

*District-level apportionment completed using proposed 2012 Congressional maps, provided by the Iowa Legislative Services Agency pursuant to Chapter 42 of the 2011 Code of Iowa.

- d. No more than a simple majority of any positions sought may be filled by a preference group on the first round of voting. A candidate for national delegate shall be deemed elected when the candidate shall gather or obtain a simple majority of the delegates present and voting. All tied votes shall either be elected or defeated as a group.
- e. A candidate shall be eliminated from further consideration as a delegate in the event that individual fails on any ballot to obtain fifteen percent (15%) of the votes cast by the total number of delegates voting on a given round of balloting. However, on any given ballot, if there remain delegates to be elected and no candidate receives more than fifteen percent (15%) of the vote, all candidates shall stand again.
- f. A candidate who has been eliminated may be reconsidered and stand again for the positions sought if all of the members of that candidate’s gender, racial, or ethnic minority have been eliminated and it is necessary to obtain a balance from the group to which the candidate belongs.
- g. Each preference group delegation shall make an effort to fairly reflect ethnic-racial minority representation. To the extent that the delegation in its entirety fails to reflect fairly ethnic-racial minority representation, the rules and nominations

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- committee of the state convention, and the convention as a whole, shall take steps to correct any deficiency at the state convention.
- h. The ballots shall be collected and counted under the authority of the rules and nominations committee. When those elected have been tabulated, their names shall be read. Balloting shall continue until all delegate positions have been filled. The rules and nominations committee chair shall take possession of all the ballots. The ballots shall be preserved for one year.
 - i. Each preference group shall then proceed to elect its national alternates. All unsuccessful candidates for delegate positions shall be considered candidates for alternates, unless the candidate declines.
 - j. National convention alternates shall be elected separately but according to the same procedure as the national convention delegates.
 - k. The entire convention shall ratify the election of the entire slate of national delegates and alternates. Ratification shall mean only that it is the sense of the convention that the procedures used by the various preference groups were in conformity to required procedures under the Constitution of the Iowa Democratic Party, and under applicable convention procedure and rules. The standard policies concerning challenges and minority reports shall apply, with such being carried to the state affirmative action committee and then to the state convention credentials committee.
 - l. The number of members on the state convention committees has been determined by the state central committee. The number to be elected at each district convention is according to a system of proportional representation based on the results of the two most recent general elections.
 - m. The committee members shall be elected by the presidential preference or uncommitted groups.
 - n. The number of state convention committee members to be elected by the preference groups shall be determined in the same manner that delegates are allocated to the preference groups - proportional to their percentage of the entire convention.
 - o. At the first meeting of the convention committees, they shall nominate individuals to serve on the corresponding committee at the state convention. These meetings must take place no later than ten (10) days before the district convention.
 - p. Additional nominations may be taken from the floor.
 - q. When there are no further nominations or upon adoption of a motion to cease nominations, the preference group's chair shall, after giving any nominee the opportunity to decline nomination, conduct a vote for each position to be filled.

- r. A simple majority of the preference group delegates present and voting shall be required to elect state convention committee members.
4. District-Level Delegate and Alternate Filing Requirements
- a. A district-level delegate and alternate candidate may run for election only within the district in which he or she is registered to vote. (Rule 12.H.)
 - b. Candidates for the position of delegate or alternate delegate to the Democratic National Convention shall be required to submit a petition which is to be filed with the State Chair twelve (12) days before the Convention or the Chair of the Rules and Nominations Committee at the convention by the time stated in the published rules. Each petition shall include a signed statement of support for a singular Democratic Candidate for President and also be signed by one (1) percent of the delegates to the convention. (IDP Constitution, Article VIII, Section 4). A delegate or alternate candidate may modify his or her singular presidential preference by submitting an updated pledge of support no later than the filing deadline. (Rule 12.B.)
 - c. An individual can qualify as a candidate for district-level delegate or alternate to the 2016 Democratic National Convention by being elected by a caucus or convention system. There are three tiers, the Iowa caucuses, the county conventions, and the district convention. All delegate and alternate candidates must be identified as to presidential preference, uncommitted or unpledged status at all levels. (Rules 12.B. & 14.F.)
 - d. All candidates considered for district-level alternate positions must meet the same requirements as candidates for district-level delegate positions, except that the state may allow candidates who were not chosen at the delegate level to be considered for the alternate level. (Rule 12.C.)
5. Presidential Candidate Right of Review for District-Level Delegates and Alternates
- a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than (30) minutes after the credentials committee report is adopted, on the day of the convention, a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rules 12.D. & 12.F.)
 - b. Each presidential candidate, or that candidate's authorized representative(s), must then file with the State Democratic Chair by thirty (30) minutes after they receive their list of candidates, a list of all such candidates he or she has approved, provided that approval be given to at least three (3) times the number of candidates for delegate men and three (3) times the number of candidates for delegate women, and three (3) times the number of candidates for alternate men and three (3) times the number of alternate women to be selected. (Rule 12.E.(1), Reg. 4.23.)
 - c. Failure to respond will be deemed approval of all delegate and alternate candidates submitted to the presidential candidate unless the presidential

candidate, or the authorized representative(s), signifies otherwise in writing to the State Democratic Chair not later than thirty (30) minutes after they receive their list of candidates.

- d. National convention delegate and alternate candidates removed from the list of bona fide supporters by a presidential candidate, or that candidate's authorized representative(s), may not be elected as a delegate or alternate at that level pledged to that presidential candidate (including uncommitted status). (Rule 12.E. & Reg. 4.23.)
- e. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate (including uncommitted status) has used their best efforts to ensure that their respective district-level delegate candidates and district-level alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days of returning the list of approved district-level delegate candidates and district-level alternate candidates as indicated in Section IV.A.5.b of this Plan.

6. Fair Reflection of Presidential Preference

- a. Caucus/Convention -- Proportional Representation Plan (Rules 13.A., 13.B. & 13.D.) Iowa is a caucus/convention state. Accordingly, delegate and alternate positions shall be allocated so as to fairly reflect the expressed presidential preference or uncommitted status of the caucus participants in each district. Therefore, the national convention delegates elected at the district level shall be allocated in proportion to the percentage of the caucus vote won in that district by each preference, except that preferences falling below a 15% threshold shall not be awarded any delegates or alternates. Such percentages shall be determined at the district convention level of the delegate selection process (Rule 13.B.)
- b. Within a district, if no presidential preference reaches a 15% threshold, the threshold shall be the percentage of the vote received in that district by the front-runner minus 10%. (Rule 13.F.)
- c. Following the report of the credentials committee, all delegates will be afforded a one hour period to realign with other groups if they so desire. The arrangements committee shall afford delegates the proper facilities to complete this realignment process. During this period, the convention may proceed with other business.
- d. Delegates at the district convention who realign with a different presidential preference group shall then sign a statement that states: "I now support _____ for the Democratic nomination for President." The statement of support shall be signed prior to voting for national convention delegates.
- e. Upon completion of the one (1) hour period for realignment of delegates, the credentials committee shall report to the convention the viable and nonviable group's status within the convention. The members of nonviable groups shall have a reasonable time, not less than one half hour, in which to realign.

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- f. Members of nonviable groups who realign with viable preference groups shall then sign a statement that states: “I now support _____ for the Democratic nomination for President.”
- g. The number of national delegates or alternates to which each presidential preference or uncommitted group is entitled to elect shall be determined by multiplying the percentage size for each preference group at the convention by the number of delegates to be allocated, with remaining delegates awarded in order of the highest fractional remainders. When a situation occurs in which there are more viable groups than delegates to be elected, the preference group(s) receiving the highest fractions shall be awarded the delegate(s) in question.
- h. The chair of the rules and nominations committee shall announce the number of delegates each preference group is entitled to elect to the national convention. The convention will then divide into its respective preference groups with each seated delegate going to the preference group with which he or she is aligned.
- i. Each preference group shall elect a chair. All elections relating to the selection of National Delegates will be supervised and monitored by the appropriate rules committee chair or designee.
- j. The first formal action of the preference group chair shall be to read the following statement: “All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status, or disability (hereinafter collectively referred to as “status”). In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has been adopted by the Iowa Democratic Party. Discrimination on the basis of ‘status’ in the conduct of Iowa Democratic Party affairs is prohibited.”
- k. The procedures to be used within the presidential preference or uncommitted groups to elect national delegates and alternates shall be as follows:
 - (1) A petition for the national delegate position shall be considered a valid petition for the national alternate position.
 - (2) All valid and official candidates for national delegate positions shall be listed on a ballot and lettered and numbered.
 - (3) All candidates shall be allowed one (1) minute to speak to the preference group or someone may speak on their behalf. The time may be divided into no more than two (2) speakers.
 - (4) Each delegate who is an authorized member of a preference group, empowered to vote on the election of the candidate(s) shall do so by casting a vote or votes necessary to elect a simple majority of the positions being sought by the candidates. District convention

committees are permitted to institute a system whereby preference groups can vote for less than the simple majority of delegates to be selected on any given ballot.

- (5) Candidates for the position of delegate or alternate to the Democratic National Convention shall be required to submit a petition which is to be filed with the State Chair twelve (12) days before the district convention or to the chair of the rules and nominations committee on the day of the convention.
- (6) The petition shall be signed by one percent (1%) of the delegates or 16, whichever is less, to the district convention. (IDP Constitution Article VIII, Section 4)
- (7) Candidates filing on the day of the convention must have their petitions to the chair of the rules and nominations committee no later than fifteen (15) minutes after the credentials committee report is adopted. No national delegate or alternate candidate may be nominated from the floor.
- (8) Candidates must include, in addition to filing a petition: a statement of candidacy designating the singular presidential preference or uncommitted group to which he or she purports to belong, and a signed pledge of support for the presidential candidate the person favors, if any. A delegate or alternate or alternate candidate may modify his or her singular presidential preference by submitting an updated pledge of support no later than the filing deadline. (Rule 12.B.)
- (9) A national delegate candidate pledged to a nonviable presidential preference group may run in another group with the agreement of the proper presidential candidate representative.
- (10) National convention delegate and alternate candidates removed from the list of bona fide supporters by a presidential candidate, or that candidate's authorized representative(s), may not be elected at that level as a delegate or alternate pledged to that presidential candidate (including uncommitted status). (Rule 11.E.)

7. Equal Division of District-Level Delegates and Alternates

- a. In order to ensure the district-level delegates are equally divided between men and women, delegate positions within each district will be designated by presidential preference beginning with the highest vote-getting presidential preference. This assignment of delegate positions, alternating by sex as mathematically practicable, will continue with the next highest vote-getting preferences in descending order until the gender of each position has been assigned. (Rule 6.C.(1) & Reg. 4.8.)

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- b. Delegate positions shall be pre-designated so that the gender of the first position to be filled by the winning presidential candidate is pre-determined. The gender of the first district-level delegate position to be filled by the winning presidential candidate will be determined by the toss of a coin by the state chair. The result of a coin toss on February 25, 2015 determined that the first delegate shall be a woman. The gender of the remaining 34 district-level delegate positions shall alternate between men and women until all positions have been filled. Once the allocation of district delegates among presidential preference(s) has been calculated, the remaining delegate positions can be assigned to the presidential preference(s), in order of vote won, alternating by gender.
 - c. After the delegates are selected, the alternates will be awarded, using the same process described above.
 - d. The gender of the first district-level alternate position to be filled by the winning presidential candidate will be determined by the toss of a coin by the state chair. The result of a coin toss on February 25, 2015 determined that the first delegate shall be a woman. The gender of the remaining 3 district-level delegate positions shall alternate between men and women until all positions have been filled. Once the allocation of district delegates among presidential preference(s) has been calculated, the remaining delegate positions can be assigned to the presidential preference(s), in order of vote won, alternating by gender.
8. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee (DNC) the election of the state's district-level delegates and alternates to the Democratic National Convention within ten (10) days after their election. (Rule 8.C. & Call, IV.A.)

B. State Level Delegates and Alternates

1. The state convention shall be called to order at 9:00 a.m., on June 18, 2016. Registration for the state convention shall be from 4:00 p.m. until 6:00 p.m. the day before the convention, and from 8:00 a.m. to 9:00 a.m. on the day of the convention. Official and binding convention business shall begin, with a credentials committee report announcing a quorum as early as 9:00 a.m. Late arriving delegate registration shall continue from 9:00 a.m. to 10:00 a.m., however, the seating of alternates may begin at 9:00 a.m. and official and binding convention business shall not be delayed until the end of the late arriving delegate registration period. Alternates with a signed alternate assignment form shall be seated immediately.
2. The state convention shall conduct no official or binding business in the absence of a quorum which, pursuant to Section 7, of the Iowa Democratic Party Bylaws, shall constitute no less than forty percent (40%) of the total delegates elected to the state convention.
3. For the purpose of determining the relative strength of preference groups within the convention, delegates to the state convention shall align with a presidential preference or uncommitted group when they are registered for the convention. A

delegate shall be required to designate his/her preference group at the time of his/her registration, and a delegate who refuses to designate a presidential preference group shall be registered by the credentials committee as uncommitted. Delegates are not required to align with the same preference group that selected them at the county convention.

4. The state convention credentials committee shall have the responsibility of determining the number of delegates within each presidential preference or uncommitted group, and shall, upon completion of registration and the presentation of its final report, inform the convention of the relative size of each preference group and the existence or absence of viable preference groups.
5. Following the report of the credentials committee all delegates will be afforded a one hour period to realign with other groups if they so desire. The arrangements committee shall afford delegates the proper facilities to complete this realignment process. During this period, the convention may proceed with other business.
6. Delegates at the state convention who realign with a different presidential preference groups shall then sign a statement that states: "I now support _____ for the Democratic nomination for President." The statement of support shall be signed prior to voting for national convention delegates.
7. Upon completion of the one (1) hour period for realignment of delegates, the credentials committee shall report to the convention the viable and nonviable group's status within the convention. For purposes of this section, any presidential preference or uncommitted group that fails to obtain fifteen percent (15%) of the total number of registered delegates by the time the credentials committee presents its final report shall be declared nonviable (DNC Rule 13.B). As required by Rule 13.F of the National Delegate Selection Rules, in all cases where no preference group reaches the applicable threshold, the threshold shall be the percentage of the vote received by the front runner minus ten percent (10%). The members of nonviable groups shall have a reasonable time, not less than one half hour, in which to realign.
8. The number of at-large national delegates or alternates to which each presidential preference or uncommitted group is entitled to nominate shall be determined by multiplying the percentage size for each preference group at the state convention by the number of delegates to be allocated, with remaining delegates awarded in order of the highest fractional remainders. When a situation occurs in which there are more viable groups than delegates to be selected, the preference group(s) receiving the highest fractions shall be awarded the delegate(s) in question.
9. Candidates for at-large delegate and alternate positions at the state convention shall be elected according to the following procedure:
 - a. The chair of the rules and nominations committee shall announce the number of delegates each preference group is entitled to nominate to the national convention. The convention will then divide into its respective preference groups - each seated delegate going to the preference group he or she is aligned with.

- b. A national delegate candidate pledged to a nonviable presidential preference group may run in another group with the agreement of the proper presidential candidate representative.
- c. A petition for a national delegate position shall be considered a valid petition for the at-large national alternate position.
- d. All valid and official candidates for national delegate positions shall be listed on a ballot and lettered or numbered.
- e. All candidates shall be allowed one (1) minute to speak to the preference group or someone may speak on their behalf. The time may be divided into no more than two (2) speakers.
- f. No more than a simple majority of any positions sought may be filled by a preference group on the first round of voting. A candidate for national delegate shall be deemed elected when the candidate shall gather or obtain fifty percent (50%) plus one (1) of the delegates present and voting. All tied votes shall either be elected or defeated as a group.
- g. A candidate shall be eliminated from further consideration as a delegate in the event that individual fails on any ballot to obtain fifteen percent (15%) of the votes cast by the total number of delegates voting on a given round of balloting. However, on any given ballot, if there remain delegates to be elected and no candidate receives more than fifteen percent (15%) of the vote, all candidates shall stand again.
- h. A candidate who has been eliminated may be reconsidered and stand again for the positions sought if all of the members of that candidate's gender, racial, or ethnic minority have been eliminated. This will help to achieve affirmative action goals.
- i. The ballots shall be collected and counted under the authority of the rules and nominations committee. When those elected have been tabulated, their names shall be read. Balloting shall continue until all delegate positions have been filled. The rules and nominations committee chair shall take possession of all the ballots. The ballots shall be preserved for one year.
- j. National alternates shall be elected separately by using the same procedure as that for national delegates.
- k. Each preference group shall elect a chair. All elections relating to the selection of National Delegates will be supervised and monitored by the appropriate rules committee chair or designee.
- l. The first formal action of the preference group chair shall be to read the following statement: "All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age,

color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status, philosophical persuasion, or disability (hereinafter collectively referred to as “status”.) In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has been adopted by the Iowa Democratic Party. Discrimination on the basis of “status” in the conduct of Iowa Democratic Party affairs is prohibited.”

C. Unpledged Delegates

1. Unpledged Party Leaders and Elected Officials
 - a. The following categories (if applicable) shall constitute the Unpledged Party Leaders and Elected Official delegate positions:
 - (1) Members of the Democratic National Committee who legally reside in the state; (Rule 9.A.(1), Call, I.F., J., & Reg. 4.13.)
 - (2) Democratic President and Democratic Vice President (if applicable); (Rule 9.A.2., Call I.G.)
 - (3) All of Iowa’s Democratic Members of the U.S. House of Representatives and the U.S. Senate; (Rule 9.A.(3), Call I.H. & J.)
 - (4) The Democratic Governor (if applicable); (Rule 9.A.(4), Call I.H. & J.)
 - (5) “Distinguished Party Leader” delegates who legally reside in the state (if applicable); [Persons who qualify as “Distinguished Party Leader” delegates are: all former Democratic Presidents or Vice Presidents, all former Democratic Leaders of the U.S. Senate, all former Democratic Speakers of the U.S. House of Representatives and Democratic Minority Leaders, as applicable, and all former Chairs of the Democratic National Committee.] (Rule 9.A.(5), Call I.G., and Reg. 4.13.)
 - b. The certification process for the Unpledged Party Leader and Elected Official delegates is as follows:
 - (1) Not later than March 1, 2016, the Secretary of the Democratic National Committee shall officially confirm to the State Democratic Chair the names of the unpledged delegates who legally reside in Iowa. (Rule 9.A.)
 - (2) Official confirmation by the Secretary shall constitute verification of the unpledged delegates from the categories indicated above. (Call, IV.B.1.)
 - (3) The State Democratic Chair shall certify in writing to the Secretary of the DNC the presidential preference of state’s unpledged delegates 10 days after the completion of the State’s Delegate Selection Process. (Call, IV.B)
2. For purposes of achieving equal division between delegate men and delegate women and alternate men and alternate women within the state’s entire convention

delegation, the entire delegation includes all pledged and unpledged delegates (Rule 6.C.)¹

D. Pledged Party Leader and Elected Official (PLEO) Delegates

1. Iowa is allotted 6 pledged Party Leader and Elected Official (PLEO) delegates. (Call, I.D., E. & Appendix B)
2. Pledged PLEO Delegate Filing Requirements
 - a. Individuals shall be eligible for the pledged Party Leader and Elected Official delegate positions according to the following priority: big city mayors and state-wide elected officials (to be given equal consideration); state legislative leaders, state legislators, and other state, county and local elected officials and party leaders. (Rule 9.C.(1) & Reg. 4.15.)
 - b. Candidates for the position of delegate or alternate to the Democratic National Convention shall be required to submit a petition which is to be filed with the chair of the rules and nominations committee no later than fifteen (15) minutes after the credentials committee report is adopted the day of the convention; or candidates may submit their petitions to the State Chair up to, June 6, 2016, twelve (12) days before the State Convention.
 - c. The petition shall be signed by one percent (1%) or 16, whichever is less, of the delegates to the state convention.
 - d. No pledged party leader and elected official delegate or alternate candidate may be nominated from the floor.
 - e. Candidates must include, in addition to filing a petition: a statement of candidacy designating the singular presidential preference or uncommitted group to which he or she purports to belong, and a signed pledge of support for the singular presidential candidate the person favors, if any. A delegate or alternate candidate may modify his or her singular presidential preference by submitting an updated pledge of support no later than the filing deadline. (Rule 12.B.)
 - f. Pledged PLEO delegate candidates must be identified as to presidential preference or uncommitted status. (Rule 8.C. (3))
3. Presidential Candidate Right of Review
 - a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than thirty (30) minutes, after the credentials committee report is adopted, on the day of the convention, a list of all persons who have filed for a party and elected official delegate pledged to that presidential candidate. (Rules 9.B.(3) & 12.D.)

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- b. Each presidential candidate, or that candidate's authorized representative(s), must file with the State Democratic Chair, by thirty (30) minutes after they receive their list of candidates, a list of all such candidates he or she has approved, as long as approval is given to at least one (1) name for every position to which the presidential candidate is entitled. (Rule 12.E.(2) & Reg. 4.23.)
 - c. Failure to respond will be deemed approval of all delegate candidates submitted to the presidential candidate unless the presidential candidate or the authorized representative(s) signifies otherwise in writing to the State Democratic Chair not later than thirty (30) minutes after they receive their list of candidates.
 - d. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate (including uncommitted status) has used their best efforts to ensure that their respective pledged PLEO delegate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days of returning the list of approved pledged PLEO candidates as indicated in section III.C.3.b of this Plan.
4. Selection of Pledged Party Leader and Elected Official Delegates
 - a. The pledged PLEO slots shall be allocated among presidential preferences on the same basis as the at-large delegates. (Rule 9.B.(2), 10.C., 13.E. & F.)
 - b. Selection of the pledged PLEO delegates will occur at the State Convention on June 18, 2016, which is after the election of district-level delegates and alternates and prior to the selection of at-large delegates and alternates. (Rule 9.B.)
 - c. These delegates will be selected by: the state convention. (Rule 9.C.)
 - d. Candidates for the positions of pledged Party Leader and Elected Official delegates who are not elected under this category will be automatically considered for At-Large Delegate positions, unless they indicate to the Rules Committee Chair that they do not wish to be considered.
 5. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the state's pledged Party Leader and Elected Official delegates to the Democratic National Convention within ten (10) days after their election. (Rule 8.D. & Call, IV.A.)

E. At-Large Delegates And Alternates

1. The state of Iowa is allotted 9 at-large delegates. (Rule 8.C., Call, I.B., II. & Appendix B)
2. The nine (9) at-large delegates will be nominated in accordance with an apportionment based on the division of presidential preference at the State Convention and Article VIII of the Iowa Democratic Party Constitution describing the procedure for delegate selection. The procedure which says that division of presidential preference is determined by taking the ration of each preference group's

size, the size of the total precinct caucus or convention, and apply that ration to the total number of representatives to be chosen.

3. At-Large Delegate Filing Requirements

- a. Persons desiring to seek at-large delegate positions must file a statement of candidacy designating the singular presidential preference or uncommitted-group to which he or she purports to belong, a signed pledge of support for the singular presidential candidate (including uncommitted status) the person favors, and a petition that is to be signed by one percent (1%) or 16, whichever is less, of the delegates to the state convention with the chair of the rules and nominations committee no later than fifteen (15) minutes after the state convention credentials committee report is adopted on the day of the state convention. (IDP Constitution Article VIII, Section G, Subsection 4). A delegate may modify his or her singular presidential preference by submitting an updated pledge of support no later than the filing deadline. (Rule 12.B.)
- b. For the purpose of including information in the convention book that is mailed to all state convention delegates, candidates may submit their petitions to the State Chair up to, June 6, 2016, twelve (12) days before the State Convention.

4. Presidential Candidate Right of Review

- a. The State Democratic Chair shall convey to the presidential candidate, or that candidate's authorized representative(s), not later than thirty (30) minutes after the credential committee report is adopted, on the day of the convention, a list of all persons who have filed for delegate or alternate pledged to that presidential candidate. (Rule 12.B. & 14.G.) (Reg. 4.21. & 4.27.)
- b. Each presidential candidate, or that candidate's authorized representative(s), must then file with the State Democratic Chair, within thirty (30) minutes, a list of all such candidates he or she has approved, provided that, at a minimum, one (1) name remains for every national convention delegate or alternate position to which the presidential candidate is entitled. (Rule 12.E.(2) & Reg. 4.23.)
- c. Failure to respond will be deemed approval of all delegate candidates submitted to the presidential candidate unless the presidential candidate or the authorized representative(s) signifies otherwise in writing to the State Democratic Chair not later than fifteen (15) minutes after the adoption of the credential committee report.
- d. The State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate (including uncommitted status) has used their best efforts to ensure that their respective at-large delegate candidates and at-large alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this Plan within three (3) business days of returning the list of approved at-large delegate candidates and at-large alternate candidates as indicated in section III.D.3.b of this Plan.

5. Fair Reflection of Presidential Preference

- a. At-large delegate and alternate positions shall be allocated among presidential preferences according to the division of preferences among convention participants, provided that no person participating shall automatically serve by virtue of holding a public or Party office. (Rule 9.E. & Reg. 4.18.)
- b. Preferences which have not attained a 15% threshold on a state-wide basis shall not be entitled to any at-large delegates. (Rule 13.E.)
- c. If no presidential preference reaches a 15% threshold, the threshold shall be the percentage of the statewide vote received by the front-runner, minus 10%. (Rule 13.F.)
- d. If a presidential candidate is no longer a candidate at the time of selection of the at-large delegates, then those at-large slots that would have been allocated to the candidate will be proportionally divided among the remaining preferences entitled to an allocation. (Rule 10.C.)
- e. If a given presidential preference is entitled to one or more delegate positions but would not otherwise be entitled to an alternate position, that preference shall be allotted one at-large alternate position. (Rule 18.B., Call, I.J. & Reg. 4.30.& 4.33.)

6. Selection of At-Large Delegates and Alternates

- a. The selection of the at-large delegates and alternates will occur on Saturday June 18, 2016, at the State Convention Convening at 9:00 a.m. which is after all pledged Party Leader and Elected Official delegates have been selected. (Rule 8.D. & Call, III.)
- b. These delegates and alternates will be selected by the state convention. (Rules 10.B. & 8.D.)
- c. Priority of Consideration
 - (1) In the selection of the at-large delegation priority of consideration shall be given to African Americans, Hispanics, Native Americans, Asian Americans and Pacific Islanders and women. (Rule 6.A.)
 - (2) In order to continue the Democratic Party's ongoing efforts to include groups historically under-represented in the Democratic Party's affairs and to assist in the achievement of full participation by these groups, priority of consideration shall be given other groups by virtue of race/ethnicity, age, sexual orientation, gender identity or disability. (Rules 5.C., 6.A.(3), & Reg. 4.7.)
 - (3) The election of at-large delegates shall be used, if necessary, to achieve the equal division of positions between men and women, and may be used to achieve the representation goals established in the Affirmative Action section of this Plan. (Rule 6.A.)
 - (4) Delegates and alternates are to be considered separate groups for this purpose. (Rules 6.A.(3), 10.A. & Regs. 4.8 & 4.19.)

7. The State Democratic Chair shall certify in writing to the Secretary of the Democratic National Committee the election of the state's at-large delegates and alternates to the Democratic National Convention within ten (10) days after their election. (Rule 8.C. & Call, IV.A.)

F. Replacement of Delegates and Alternates

1. A pledged delegate or alternate may be replaced according to the following guidelines:
 - a. Permanent Replacement of a Delegate: (Rule 18.D.(2))
 - (1) A permanent replacement occurs when a delegate resigns or dies prior to or during the national convention and the alternate replaces the delegate for the remainder of the National Convention.
 - (2) Any alternate permanently replacing a delegate shall be of the same presidential preference (including uncommitted status) and sex of the delegate he/she replaces, and to the extent possible shall be from the same political subdivision within the state as the delegate.
 - (a) In the case where the presidential candidate has only one alternate, that alternate shall become the certified delegate.
 - (b) If a presidential candidate has only one alternate, and that alternate permanently replaces a delegate of the opposite sex, thereby causing the delegation to no longer be equally divided, the delegation shall not be considered in violation of Rule 6.C. In such a case, notwithstanding Rule 18.D.(2), the State Party Committee shall, at the time of a subsequent permanent replacement, replace a delegate with a person of the opposite sex, in order to return the delegation to equal division of men and women. (Reg. 4.32.)
 - (3) If a delegate or alternate candidate who has been elected but not certified to the DNC Secretary resigns, dies, or is no longer eligible to serve, he or she shall be named, after consultation with the State Party, by the authorized representative of the presidential candidate to whom he or she is pledged (Rule 18.D.2.)
 - b. Temporary Replacement of a Delegate: (Rule 18.D.(3))
 - (1) A temporary replacement occurs when a delegate is to be absent for a limited period of time during the convention and an alternate temporarily acts in the delegate's place.
 - (2) Any alternate who temporarily replaces a delegate must be of the same presidential preference (including uncommitted status) as the delegate he/she replaces, and to the extent possible shall be of the same sex and from the same political subdivision within the state as the delegate.

- c. The following system will be used to select permanent and temporary replacements of delegates: (1) In the case of a temporary replacement of a delegate, the delegate chooses the alternate. (2) In the case of a permanent replacement of a delegate, the delegation chooses the alternate. The alternate (of the same presidential preference, including uncommitted status, and to the extent possible, the same sex and from the same political subdivision within the state as the delegate) receiving the highest number of votes becomes the delegate. (Rule 18.D.(1))
 - d. Certification of Replacements
 - (1) Any alternate who permanently replaces a delegate shall be certified in writing to the Secretary of the DNC by the State Democratic Chair. (Rule 18.D.(2))
 - (2) Permanent replacement of a delegate (as specified above) by an alternate and replacement of a vacant alternate position shall be certified in writing by Iowa's Democratic Chair to the Secretary of the Democratic National Committee within three (3) days after the replacement is selected. (Call, IV.D.1.)
 - (3) Certification of permanent replacements will be accepted by the Secretary up to 72 hours before the first official session of the Convention is scheduled to convene. (Call, IV.D.1. & Reg. 4.31.)
 - (4) In the case where a pledged delegate is permanently replaced after 72 hours before the time the first session is scheduled to convene or, in the case where a pledged delegate is not on the floor of the Convention Hall at the time a roll call vote is taken, an alternate may be designated (as specified above) to cast the delegate's vote. In such case, the Delegation Chair shall indicate the name of the alternate casting the respective delegate's vote on the delegation tally sheet (Call, VIII.F.3.d., VIII.F.3.b. & Reg. 5.5.)
 - e. A vacant alternate position shall be filled by the delegation. The replacement shall be of the same presidential preference (or uncommitted status), of the same sex and, to the extent possible, from the same political subdivision as the alternate being replaced. (Rule 18.E.)
2. Unpledged delegates shall not be entitled to a replacement, nor shall the state be entitled to a replacement, except under the following circumstances: (Rule 18.E. & Reg. 4.33.)
 - a. Members of Congress and the Democratic Governor shall not be entitled to name a replacement. In the event of changes or vacancies in the state's Congressional Delegation, following the official confirmation and prior to the commencement of the National Convention, the DNC Secretary shall recognize only such changes as have been officially recognized by the Democratic Caucus of the U.S. House of Representatives or the Democratic Conference of the U.S. Senate. In the event of a change or vacancy in the state's office of Governor, the DNC shall recognize only such changes as have been officially recognized by the Democratic Governors' Association. (Call, IV.D.2.a.)

- b. Members of the Democratic National Committee shall not be entitled to a replacement, nor shall the state be entitled to a replacement, except in the case of death of such delegates. In the case where the state's DNC membership changes following the DNC Secretary's official confirmation, but prior to the commencement of the 2016 Democratic National Convention, acknowledgment by the Secretary of the new DNC member certification shall constitute verification of the corresponding change of unpledged delegates. (Call, IV.D.2.b.)
- c. In no case may an alternate cast a vote for an unpledged delegate. (Call, VIII.F.3.d.)

Section V

Convention Standing Committee Members

A. Introduction

1. Iowa has been allocated 2 member(s) on each of the three standing committees for the 2016 Democratic National Convention (Credentials, Platform and Rules), for a total of 6 members. (Call, VII.A. & Appendix D.)
2. Members of the Convention Standing Committees need not be delegates or alternates to the 2016 Democratic National Convention. (Call, VII.A.3.)
3. These members will be selected in accordance with the procedures indicated below. (Rule 1.G.)

B. Standing Committee Members

1. Selection Meeting
 - a. The members of the standing committees shall be elected by a quorum of Iowa's National Convention delegates, at a meeting to be held on June 19, 2016. (Call, VII.B.1.)
 - b. All members of the delegation shall receive adequate notice of the time, date and place of the meeting to select the standing committee members. (Call, VII.B.1.)
2. Allocation of Members
 - a. The members of the standing committees allocated to Iowa shall proportionately represent the presidential preference of all candidates (including uncommitted status) receiving the threshold percentage used in the state's delegation to calculate the at-large apportionment pursuant to Rule 13.E. of the Delegate Selection Rules. (Call, VII.C.1. & Reg. 5.7.)
 - b. The presidential preference of each candidate receiving the applicable percentage or more within the delegation shall be multiplied by the total number of standing committee positions allocated to Iowa. If the result of such

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multiplication does not equal 0.455 or above, the presidential preference in question is not entitled to representation on the standing committee. If the result of such multiplication is 0.455 but less than 1.455, the presidential preference is entitled to one (1) position. Those preferences securing more than 1.455 but less than 2.455 are entitled to two (2) positions, etc. (Call, VII.C.2.)

- c. Where the application of this formula results in the total allocation exceeding the total number of committee positions, the presidential candidate whose original figure of representation is farthest from its eventual rounded-off total shall be denied that one (1) additional position. Where the application of this formula results in the total allocation falling short of the total number of committee positions, the presidential candidate whose original figure of representation is closest to the next rounding level shall be allotted an additional committee position. (Call, VII.C.3.)
- d. Standing committee positions allocated to a presidential candidate shall be proportionately allocated, to the extent practicable, to each of the three standing committees. When such allocation results in an unequal distribution of standing committee positions by candidate preference, a drawing shall be conducted to distribute the additional positions. (Call, VII.C.4.)

3. Presidential Candidate Right of Review

- a. Each presidential candidate, or that candidate's authorized representative(s), shall be given adequate notice of the date, time and location of the meeting of the state's delegation authorized to elect standing committee members. (Call, VII.D.1.)
- b. Each presidential candidate, or that candidate's authorized representative(s), must submit to the State Democratic Chair, by June 19, 2016, a minimum of one (1) name for each slot awarded to that candidate for members of each committee. The delegation shall select the standing committee members from among names submitted by the presidential candidates (including uncommitted status). Presidential candidates shall not be required to submit the name of more than one person for each slot awarded to such candidate for members of standing committees. (Call, VII.D.2.)

4. Selection Procedure to Achieve Equal Division

- a. Presidential candidates (including uncommitted status) shall use their best efforts to ensure that their respective delegation of standing committee members shall achieve Iowa's affirmative action goals and that their respective members are equally divided between men and women. (Rule 6.I. & Reg. 4.9.)
- b. Each position on each standing committee shall be assigned by gender. For example, the first position on the Credentials Committee of the presidential candidate with the most standing committee positions shall be designated for a male, the second position for a female, and the remaining positions shall be

designated in like fashion, alternating between males and females. Positions for presidential candidates on each committee shall be ranked according to the total number of standing positions allocated to each such candidate. After positions on the Credentials Committee are designated by sex, the designation shall continue with the Platform Committee, then the Rules Committee.

- (1) A separate election shall be conducted for membership on each standing committee.
- (2) The membership of the standing committees shall be as equally divided as possible under the state allocation; if the number is even, the membership shall be equally divided between men and women; if the number is odd, the variance between men and women may not exceed one (1), and the advantaged gender must not remain constant for the three standing committees. (Call, VII.E.1.)
- (3) The positions allocated to each presidential candidate on each committee shall be voted on separately, and the winners shall be the highest vote-getter(s) of the appropriate sex.

5. Certification and Substitution

- a. The State Democratic Chair shall certify the standing committee members in writing to the Secretary of the Democratic National Committee within three (3) days after their selection. (Call, VII.B.3.)
- b. No substitutions will be permitted in the case of standing committee members, except in the case of resignation or death. Substitutions must be made in accordance with the rules and the election procedures specified in this section, and must be certified in writing to the Secretary of the Democratic National Committee within three (3) days after the substitute member is selected, but not later than 48 hours before the respective standing committee meets. (Call, VII.B.4.)

Section VI

The Delegation

A. Iowa will select one (1) person to serve as Delegation Chair and two (2) to serve as Convention Pages. (Call, IV.E., F.1. & Appendix C.)

B. Delegation Chair

1. Selection Meeting

- a. The Delegation Chair shall be selected by a quorum of the state's National Convention Delegates, at a meeting to be held on June 19, 2016. (Call, IV.E.)

- b. All members of the delegation shall receive timely notice of the time, date and place of the meeting to select the Delegation Chair. (Rule 3.C.)
2. The State Democratic Chair shall certify the Delegation Chair in writing to the Secretary of the Democratic National Committee within three (3) days after his or her selection. (Call, IV.E.)

C. Convention Pages

1. Two (2) individuals will be selected to serve as Iowa's Convention Pages by the State Democratic Chair in consultation with the members of the Democratic National Committee from the state. This selection will take place June 18, 2016. (Call, IV.F.3., Appendix C & Reg. 5.6.)
2. The Convention Pages shall be as evenly divided between men and women as possible under the state allocation and shall reflect as much as possible, the Affirmative Action guidelines in the Affirmative Action Plan. (Reg. 5.6.A.)
3. The State Democratic Chair shall certify the individuals to serve as Iowa's Convention Pages in writing to the Secretary of the Democratic National Committee within three (3) days after the selection. (Call, IV.F.3. & Reg. 5.6.B.)

Section VII

General Provisions and Procedural Guarantees

- A. The Iowa Democratic Party reaffirms its commitment to an open party by incorporating the 'six basic elements' as listed below. These provisions demonstrate the intention of the Democratic Party to ensure a full opportunity for all minority group members to participate in the delegate selection process. (Rules 4.A. & C.)
 1. All public meetings at all levels of the Iowa Democratic Party should be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status or physical disability (hereinafter collectively referred to as "status"). (Rule 4.B.(1))
 2. No test for membership in, nor any oaths of loyalty to the Democratic Party in Iowa, should be required or used which has the effect of requiring prospective or current members of the Democratic Party to acquiesce in, condone or support discrimination based on "status." (Rule 4.B.(2))
 3. The time and place for all public meetings of the Democratic Party in Iowa on all levels should be publicized fully and in such manner as to assure timely notice to all interested persons. Such meetings must be held in places accessible to all Party members and large enough to accommodate all interested persons. (Rule 4.B.(3))
 4. The Iowa Democratic Party, on all levels, should support the broadest possible registration without discrimination based on "status." (Rule 4.B.(4))

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5. The Iowa Democratic Party should publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of Democratic Party officers and representatives on all levels. Publication of these procedures should be done in such fashion that all prospective and current members of each State Democratic Party will be fully and adequately informed of the pertinent procedures in time to participate in each selection procedure at all levels of the Democratic Party organization. (Rule 4.B.(5))
 6. The Iowa Democratic Party should publicize fully and in such a manner as to assure notice to all interested parties, a complete description of the legal and practical qualifications of all positions as officers and representatives of the State Democratic Party. Such publication should be done in timely fashion so that all prospective candidates or applicants for any elected or appointed position within each State Democratic Party will have full and adequate opportunity to compete for office. (Rule 4.B.(6))
- B. Discrimination on the basis of 'status' in the conduct of Democratic Party affairs is prohibited. (Rule 5.B.)
 - C. Iowa's delegation shall be equally divided between delegate men and delegate women, and alternate men and alternate women. Such goal applies to the entire delegation, which includes all pledged delegates and alternates and all unpledged delegates. Delegates and alternates shall be considered separate groups for purposes of achieving equal division. (RULE 6.C.)
 - D. All delegate and alternate candidates must be identified as to presidential preference or uncommitted status at all levels which determine presidential preference. (Rule 12.A.)
 - E. No delegate at any level of the delegate selection process shall be mandated by law or Party rules to vote contrary to that person's presidential choice as expressed at the time the delegate is elected. (Rule 12.I.)
 - F. Delegates elected to the national convention pledged to a presidential candidate shall in all good conscience reflect the sentiments of those who elected them. (Rule 12.J.)
 - G. All delegates, alternates and standing committee members must be bona fide Democrats who have the interests, welfare and success of the Democratic Party of the United States at heart, who subscribe to the substance, intent and principles of the Charter and Bylaws of the Democratic Party of the United States, and who will participate in the Convention in good faith. (Rule 12.H. & Reg. 4.24.)
 - H. 40% (FORTY PERCENT) of the members of any Party body above the first level of the delegate selection process shall constitute a quorum for any business pertaining to the selection of National Convention delegates, alternates, standing committee members, and other official Convention participants. (Rule 15)
 - I. Proxy voting will not be allowed at any level in Iowa's delegate selection process.
 - J. The unit rule, or any rule or practice whereby all members of a Party unit or delegation may be required to cast their votes in accordance with the will of a majority of the body, shall not be used at any stage of the delegate selection process. (Rule 17.A.)

- K. Any individual or group of Democrats may sponsor or endorse a slate of candidates for convention delegates. But no slate may, by virtue of such endorsement, receive a preferential place on a delegate selection ballot or be publicly identified on the ballot as the official Democratic Party organization slate, and all slates must meet identical qualifying requirements for appearing on a ballot at all levels of the delegate selection process. (Rule 17.B.)
- L. All steps in the delegate selection process, including the filing of presidential candidates, must take place within the calendar year of the Democratic National Convention, except with respect to the implementation of the Affirmative Action Plan. (Rules 1.F. & 11.B.)
- M. In electing and certifying delegates and alternates to the 2016 Democratic National Convention, Iowa thereby undertakes to assure all Democratic voters in the state full, timely and equal opportunity to participate in the delegate selection process and in all Party affairs and to implement affirmative action programs toward that end, and that the delegates and alternates to the Convention shall be selected in accordance with the Delegate Selection Rules for the 2016 Democratic National Convention, and that the voters in the state will have the opportunity to cast their election ballots for the Presidential and Vice Presidential nominees selected by said Convention, and for electors pledged formally and in good conscience to the election of these Presidential and Vice Presidential nominees, under the label and designation of the Democratic Party of the United States, and that the delegates certified will not publicly support or campaign for any candidate for President or Vice President other than the nominees for the Democratic National Convention. (Call, II.B.)

Section VIII

Affirmative Action, Outreach and Inclusion Plan

A. Statement of Purpose and Organization

1. Purpose and Objectives

- a. In order that the Democratic Party at all levels be an open Party which includes rather than excludes people from participation, a program of effective affirmative action is hereby adopted by Iowa. (Rule 5.A.)
- b. Discrimination on the basis of “status” in the conduct of Democratic Party affairs is prohibited. (Rule 5.B.)
- c. All public meetings at all levels of the Democratic Party in Iowa should be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity, economic status or physical disability (hereinafter collectively referred to as “status”). (Rule 4.B.(1))
- d. Consistent with the Democratic Party’s commitment to including groups historically under-represented in the Democratic Party’s affairs, by virtue of race/ethnicity, age, sexual orientation, gender identity, or disability, Iowa has developed Party outreach programs.

- (1) Such programs include recruitment, education and training in order to achieve full participation by such groups in the delegate selection process and at all levels of Party affairs for 2016. (Rule 5.C & Reg. 4.7.)
 - (2) As part of these programs, outreach will be directed at all Democratic constituencies, including groups such as African Americans, Hispanics, Asian Americans and Pacific Islanders, Native Americans, youths, persons over 65 years of age, LGBT lowans, workers, persons with a high school education or less, persons with disabilities, and persons of low and moderate income.
- e. In order to encourage full participation by all Democrats in the delegate selection process and in all Party affairs, the Iowa Democratic Party has adopted and will implement programs with specific goals and timetables for African Americans, Hispanics, Native Americans, Asian Americans and Pacific Islanders and women. (Rule 6.A.). To further encourage full participation in the process, the State Party has established goals and timetables for LGBT Americans, people with disabilities, and youth.
- (1) The goal of the programs shall be to encourage participation in the delegate selection process and in Party organizations at all levels by the aforementioned groups as indicated by their presence in the Democratic electorate. (Rule 6.A.(1))
 - (2) This goal shall not be accomplished either directly or indirectly by the Party's imposition of mandatory quotas at any level of the delegate selection process or in any other Party affairs. (Rule 6.A.(2))
 - (3) For the delegate selection process, "Youth" is defined as any participant 36 years old and younger.
 - (4) For the delegate selection process, individuals identifying as Native Americans should provide their tribal affiliation and indicate if they are enrolled in a tribe.
- f. In order to achieve full participation of other groups that may be under-represented in Party affairs, including active duty military personnel and their families, other lowans overseas, working lowans, people with limited mobility, and people with childcare obstacles, the Iowa Democratic Party has adopted and will implement Inclusion Programs. (Rule 7)

2. Organizational Structure

- a. An Affirmative Action Committee shall be appointed by the State Democratic Chair on February 27, 2015. (Rule 6.F.)
- b. The State Democratic Chair shall certify in writing to the Rules and Bylaws Committee of the Democratic National Committee the compliance of the State's Affirmative Action Committee with Rules 5.C, 6.A and 7, and submit the names,

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demographic data and contact information no later than 15 days after their appointment. (Reg. 2.2.K)

- c. The Committee shall consist of members from each delegate district representing the Democratic constituency groups set forth in the Introduction to the Affirmative Action Plan.
 - d. The Affirmative Action Committee shall be responsible for:
 - (1) Reviewing the proposed Delegate Selection and Affirmative Action Plans and making recommendations to the State Democratic Chair.
 - (2) Reviewing the proposed Inclusion Programs and making recommendations to the State Democratic Chair.
 - (3) Directing the implementation of all requirements of the Affirmative Action section of this Plan.
 - (4) Implementing a financial assistance program for delegates and alternates. (Rule 6.G.)
 - (5) Ensuring, on behalf of the State Party Committee, that district lines used in the delegate selection process are not gerrymandered to discriminate against African Americans, Hispanics, Native Americans, Asian Americans and Pacific Islanders and women. (Rule 6.E.)
 - e. Staff and financial support for the Affirmative Action Committee shall be provided by the State Party Committee to the greatest extent feasible, including, making available, the State Party staff and volunteers and assisting in covering all agreed upon reasonable costs incurred in carrying out this Plan.
3. Implementation of the Affirmative Action Plan shall begin during the summer of 2015, but not later than September 8, 2015 with the distribution of the press kits, and will continue through the end of the delegate selection process. (Rule 1.F.)

B. Efforts to Educate on the Delegate Selection Process

1. Well publicized educational workshops will be conducted in each of the delegate districts beginning at District workshops in the summer of 2015. These workshops will be designed to encourage participation in the delegate selection process, including apprising potential delegate candidates of the availability of financial assistance. These workshops will be held in places which are easily accessible to persons with physical disabilities. The times, dates, places and rules for the conduct of all education workshops, meetings and other events involved in the delegate selection process shall be effectively publicized by the party organization and include mailings to various organizations representative of the Democratic voting populace. (Rules 3.A., 3.C. & 3.D.)

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2. A speakers bureau of volunteers from the Affirmative Action Committee comprised of individuals who are fully familiar with the process, will be organized to appear before groups, as needed, to provide information concerning the process.
3. The State Party's education efforts will include outreach to community leaders within the Democratic Party's constituencies and making sure that information about the delegate selection process is available to Democratic clubs and Party caucuses representing specific constituencies.
4. The State Party will publish and make available at no cost: a clear and concise explanation of how Democratic voters can participate in the delegate selection process; an explanation of how, where and when persons can register to vote; and delegate district maps. As well, the State Party shall also make available copies of the State Party Rules, the Delegate Selection Plan (and its attachments), the Affirmative Action Plan, and relevant state statutes at no cost. Copies of documents related to the state's delegate selection process will be prepared and the Affirmative Action Committee will distribute them in the various delegate districts not later than September 8, 2015. (Rule 1.H.)
5. The State Party shall take all feasible steps to encourage persons to register and to vote as Democrats and will seek to ensure simple and easy registration procedures. (Rule 2.C.)

C. Efforts to Publicize the Delegate Selection Process

1. Special attention shall be directed at publicizing the delegate selection process in the state. Such publicity shall include information on eligibility to vote and how to become a candidate for delegate, the time and location of each stage of the delegate selection process and where to get additional information. The foregoing information will also be published on the State Party website, and social media feeds. The Party organization, official, candidate, or member calling a meeting or scheduling an event, shall effectively publicize the role that such meeting or event plays in the selection of delegates and alternates to the Democratic National Convention. (Rules 3.C. and 3.D.)
2. Newspapers, radio, social media and television will be utilized to inform the general public how, when and where to participate in the delegate selection process. Specifically, this information should provide details as to how to qualify to run as a delegate candidate. Special effort shall be directed to the major daily newspapers, radio and television stations by the State Democratic Chair, Affirmative Action Committee members and staff. Regular releases during the delegate selection process to all other media sources, weekly newspapers, and wire services should complete timely coverage. (Rules 4.B.(3) & 6.D.)
3. A priority effort shall be directed at publicity among the Democratic Party's constituencies.
 - a. Information about the delegate selection process will be provided to minority newspapers and radio stations, ethnic press, Native American, Asian Americans

and Pacific Islanders, Spanish-speaking and other non-English press, radio stations and publications, and women's organizations, student newspapers, LGBT, disability press, and any other specialty media in the state that is likely to reach the Democratic constituency groups set forth in the Introduction of this Affirmative Action Plan.

- b. The State Party shall be responsible for the implementation of this publicity effort. For purposes of providing adequate notice of the delegate selection process, the times, dates, places and rules for the conduct of the caucus and subsequent conventions shall be effectively publicized, multilingually where necessary, to encourage the participation of minority groups. (Rule 6.D.)
4. Not later than September 8, 2015 a press kit shall be made and provided to each daily and weekly newspaper as well as to the electronic media. The press kit will include:
 - a. a summary of all pertinent rules related to the state's delegate selection process;
 - b. a map of delegate districts and how many delegates will be elected within each district;
 - c. a summary explaining the operation and importance of the 2016 Convention; and
 - d. materials designed to encourage participation by prospective delegate candidates.

D. Representation Goals

1. The State Party has determined the demographic composition of African Americans, Hispanics, Native Americans, and Asian Americans and Pacific Islanders in the state's Democratic electorate. These constituency percentages shall be established as goals for representation in the state's convention delegation. (Rule 6.A.)
2. The State Party has determined the demographic composition of members of the LGBT community, people with disabilities, and youth in the state's Democratic electorate and furthermore, the State Party has chosen to establish these goals for representation in the state's convention delegation. (see chart on following page)

Representation Goals Chart

	Total Voting Age Population Over 18	Total Democratic Voting Population Over 18	Total Registered Democrats (646,257)	Raw Goal (based on National Delegation Size of 56)	Iowa's Affirmative Action Goals for 2016 Convention
African Americans	78,090	53,570	.083	4.807	5
Hispanic	130,151	57,136	.088	5.128	5
American Indians	11,831	4,176	.006	.374	1
Asian Americans & Pacific Islanders	49,694	25,741	.04	2.310	2
LGBT Americans	66,259	50,357	.078	4.52	5
People with Disabilities	276,867	127,359	.20	11.03	5*
Youth	780,907	124,945	.19	10.82	9*

**We set goals for People with Disabilities & Youth at or above previous Iowa Delegate Selection Plan goals and in line with past performance. Though these Goals are below the calculated Raw Goal, we believe they are achievable and will result in a diverse and representative Iowa Delegation.*

FORMULA

(TOT. VOTING AGE POP. × % OF DEMOCRATIC VOTE PER GROUP) = (TOTAL DEM. VOTING POP.)
(TOT. DEM. POP. ÷ TOT. REGISTERED DEMS) × (NATIONAL DELEGATION SIZE) = IOWA AA GOALS

3. When selecting the at-large portion of the delegation, the demographic composition of the other delegates (district-level, pledged PLEO, and unpledged) shall be compared with the State Party's goals in order to achieve an at-large selection process which helps to bring about a representative balance.

4. Use of the at-large delegation to achieve the affirmative action goals established by this Plan does not obviate the need for the State Party to conduct outreach activities such as recruitment, education and training. (Rule 6.A.(3))

E. Obligations of Presidential Candidates to Maximize Participation

1. Presidential candidates shall assist the Iowa Democratic Party in meeting the demographic representation goals reflected in the Affirmative Action Plan. (Rule 6.H.)

2. Each presidential candidate must submit a written statement to the State Democratic Chair by November 1, 2015 which indicates the specific steps he or she will take to

encourage full participation in Iowa's delegate selection process, including, but not limited to, procedures by which persons may file as candidates for delegate or alternate. (Rule 6.H.(1))

3. Each presidential candidate must submit demographic information with respect to all candidates for delegate and alternate pledged to them. Such information shall be submitted in conjunction with the list of names approved for consideration as delegate and alternate candidates pledged to the presidential candidate. (Rule 6.H.(2))
4. Presidential candidates (including uncommitted status) shall use their best effort to ensure that their respective delegations within the state's delegate, alternate and standing committee delegations shall achieve the affirmative action goals reflected in the Affirmative Action Plan and that the respective delegations of each presidential candidate shall be equally divided between men and women. Furthermore, presidential candidates shall use their best efforts at the district level to approve delegate and alternate candidates who meet applicable equal division and affirmative action considerations in order to achieve the affirmative action goals and equal division for their respective delegations. (Rule 6.I. & Reg. 4.9.)

F. Inclusion Programs

1. In order to achieve full participation of other groups that may be under-represented in Iowa's Delegate Selection Process, including members of the armed forces, working Iowans, single parents, and the elderly or infirm, the Iowa Democratic Party has adopted and will implement inclusion programs.
2. In securing this level of full participation, the State Party will conduct education and publicity outreach efforts outlined in Sections B and C of this section respectively.

Section IX Challenges

A. Jurisdiction & Standing

1. Challenges related to the delegate selection process are governed by the *Regulations of the DNC Rules and Bylaws Committee for the 2016 Democratic National Convention (Reg. Sec. 3)*, and the “Rules of Procedure of the Credentials Committee of the 2016 Democratic National Convention.” (Call Appendix A)
2. Under Rule 20.B. of the *2016 Delegate Selection Rules*, the DNC Rules and Bylaws Committee has jurisdiction over challenges pertaining to the submission, non-implementation and violation of state Delegate Selection and Affirmative Action Plans. (Rule 20.B & Call Appendix A)
3. The Rules and Bylaws Committee has jurisdiction to hear and decide any challenge provided it is initiated before the 56th day preceding the date of the commencement of the 2016 Democratic National Convention. (Call Appendix A & Reg. 3.1)
4. Challenges to the credentials of delegates and alternates to the 2016 Democratic National Convention initiated on or after the 56th day preceding the date of commencement of the Democratic National Convention shall be processed in accordance with the “Rules of Procedure of the Credentials Committee of the 2016 Democratic National Convention.” (Call Appendix A)
5. Any challenge to the credentials of a standing committee member shall be considered and resolved by the affected standing committee in accordance with Appendix A of the *Call for the 2016 Democratic National Convention*. The Rules and Bylaws Committee shall have jurisdiction over challenges brought before the 56th day preceding the date of the commencement of the Democratic National Convention. (Call VII.B.5)
6. Copies of the Regulations of the Rules and Bylaws Committee and/or the Call for the 2016 Democratic National Convention, including the Rules of Procedure of the Credentials Committee (Appendix A), shall be made available by the State Party upon reasonable request.
7. Any group of 15 Democrats with standing to challenge as defined in Reg. 3.2 or the Call (Appendix A, Sec. 2.A), may bring a challenge to this Plan or to the implementation of this Plan, including its Affirmative Action provisions.

B. Challenges to the Status of the State Party and Challenges to the Plan

1. A challenge to the status of the State Party Committee as the body entitled to sponsor a delegation from that state shall be filed with the Rules and Bylaws Committee not later than 30 calendar days prior to the initiation of the state’s delegate selection process. (Rule 20.A & Reg. 3.4.A)

2. A challenge to the state's Delegate Selection Plan shall be filed with the Chair of the Iowa Democratic Party and the Co-Chairs of the Rules and Bylaws Committee within 15 calendar days after the adoption of the Plan by the State Party. (Reg. 3.4.B)
3. A challenge to a Plan must be brought in conformity with the Rules and the Regs., which should be consulted for a detailed explanation of challenge procedures.

C. Challenges to Implementation

1. A challenge may be brought alleging that a specific requirement of an approved Plan has not been properly implemented. Jurisdiction over all challenges initiated in a timely fashion shall reside with either the Rules and Bylaws Committee or the Credentials Committee of the National Convention (See Section VII.A. above). However, the Rules and Bylaws Committee may provide advice, assistance or interpretations of the Delegate Selection Rules at any stage of the delegate selection process. (Reg. 3.1.C)
2. An implementation challenge brought before the Rules and Bylaws Committee is initiated by filing and delivering a written challenge with the State Party Committee and with the Rules and Bylaws Committee not later than 15 days after the alleged violation occurred. The State Party has 21 days to render a decision. Within 10 days of the decision, any party to the challenge may appeal it to the Rules and Bylaws Committee. If in fact, the State Party renders no decision, any party to the challenge may request the Rules and Bylaws Committee to process it. The request must be made within 10 days after expiration of the above 21-day period. (Reg. 3.4.C, Reg. E & Reg. H)
3. Performance under an approved Affirmative Action Plan and composition of the convention delegation shall be considered relevant evidence in the challenge to any state delegation. If a State Party has adopted and implemented an approved affirmative action program, the State Party shall not be subject to challenge based solely on delegation composition or primary results. (Rule 6.B) The procedures are the same for challenges alleging failure to properly implement the Affirmative Action section of a Plan, except that such challenges must be filed not later than 30 days prior to the initiation of the state's delegate selection process. (Reg. 3.4.C)
4. Depending on the appropriate jurisdiction (see Section VIII.A. above), implementation challenges must be brought in conformity with the Regulations of the Rules and Bylaws Committee or the Rules of Procedure of the Credentials Committee, which should be consulted for a detailed explanation of challenge procedures.

Section X Summary of Plan

A. Selection of Delegates and Alternates

Iowa will use a proportional representation system based on the results of the Caucus apportioning its delegates to the 2016 Democratic National Convention.

The “first determining step” of Iowa’s delegate selection process will occur on February 1, 2016 with a Caucus.

Delegates and alternates will be selected as summarized on the following chart:

Type	Dele-gates	Alter-nates	Date of Selection	Selecting Body
				Filing Requirements and Deadlines
District-Level Delegates District-Level Alternates	29	4	4/30/16	<i>District Convention Delegates</i> <i>File petition 12 days prior to Convention w/State Chair or Chair of Rules committee on day of the Convention.</i>
Unpledged Party Leader and Elected Official Delegates*	8	n/a	n/a	Automatic by virtue of respective public or Party office as provided in Rule 8.A. of the 2016 Delegate Selection Rules.
Pledged Party Leaders and Elected Officials (PLEOs)	6	**	6/18/16	Selecting Body: State Convention <i>File petition 12 days prior to Convention w/State Chair or Chair of Rules committee on day of the Convention.</i>
At-Large Delegates At-Large Alternates	9	0	6/18/16	Selecting Body: State Convention <i>File petition 12 days prior to Convention w/State Chair or Chair of Rules committee on day of the Convention.</i>
TOTAL Delegates and Alternates	52	4		

* Unpledged Party Leader and Elected Official (PLEO) delegates includes the following categories, if applicable, who legally reside in the state: the Democratic National Committee Members, the Democratic President, the Democratic Vice President, all Democratic Members of Congress, the Democratic Governor, and any other Distinguished Party Leader as specified in Rule 9.A. of the *2016 Delegate Selection Rules*. The exact number of Unpledged PLEO Delegates is subject to change due to possible deaths, resignations, elections or special elections.

** Pledged Party Leader and Elected Official (PLEO) alternates are selected with the At-Large alternates. [Applicable to most states]

State 2016 Delegate Selection Plan

B. Selection of Standing Committee Members (For the Credentials, Platform and Rules Committees)

Standing committee members will be selected by the state’s National Convention delegates as summarized below:

Members Per Committee	Total Members	Selection Date	Filing Requirements and Deadlines
2	6	6/19/2016	<i>Filing: Notify state Chair by 5:00pm on Friday June 17, 2016 Deadline: 5:00pm on Sunday, June 19, 2016</i>

C. Selection of Delegation Chair and Convention Pages

The Delegation Chair will be selected by the National Convention Delegates on **6/19/2016**

Two (2) Convention Pages will be selected by the State Democratic Chair on **6/18/2016**

D. Presidential Candidate Filing Deadline

Presidential candidates must certify the name of their authorized representative(s) to the State Democratic Chair by 1/22/2016

E. Timetable

Year	Date	Activity
2015	February 27	State Chair names Affirmative Action Committee
2015	March 2	State Chair certifies in writing to the Rules and Bylaws Committee the compliance of the Affirmative Action Committee and submits their names, demographic data, and contact information.
2015	March 2	First Draft of Delegate Selection Plan submitted to State Central Committee for review
2015	March 20	Public Comment Period begins for Delegate Selection Plan
2015	April 19	Public Comment Period ends for Delegate Selection Plan
2015	April 26	Final approval of Delegate Selection Plan by State Central Committee
2015	May 1	Delegate Selection Plan submitted to DNC Rules and Bylaws Committee for Approval
2015	July-August	District Workshops include educational programs on Delegate Selection Participation, pursuant to Affirmative Action Plan
2015	September 8	State party shall provide press packets to Iowa media outlets no later than this date
2015	September 8	State party shall make available delegate selection materials and Affirmative Action Committee will distribute these materials no later than this date, pursuant to the Affirmative Action Plan
2015	November 1	Each Presidential candidate must submit a written statement to the State Chair that indicates specific steps he or she will take to encourage full participation in Iowa’s delegate selection process, pursuant to the Affirmative Action Plan
2015	November 3	Deadline for Satellite Caucus Applications
2016	January 22	Presidential Candidates shall certify in writing to the State Chair the names of his or her authorized representatives
2016	February 1	2016 Iowa Democratic Precinct Caucuses, first presidential determining step with Delegates selected to county conventions
2016	March 1	Secretary of the DNC shall officially confirm to the State Chair the names of unpledged delegates who reside in Iowa
2016	March 12	Iowa Democratic County Conventions, delegates selected to district conventions
2016	April 20	Last date that County Chairs shall inform the district convention credentials committee of the name or names of the head of any viable preference group or groups within his/her county

State 2016 Delegate Selection Plan

2016	April 20	Deadline for District Convention Committees to nominate individuals to serve on the corresponding state committee
2016	April 18/ or day of Convention	District-level delegate and alternate deadline for filing the statement of candidacy and pledge of support forms with State Party
2016	April 30	District Conventions convene. District-level delegates and alternates selected.
2016	April 30	State Party provides list of district-level delegate and alternate candidates to the respective Presidential Candidates.
2016	April 30	Presidential candidates provide list of approved district-level delegate and alternate candidates to State party
2016	May 2	State Democratic Chair shall certify in writing to the Co-Chairs of the DNC Rules and Bylaws Committee whether each presidential candidate (including uncommitted status) has used their best efforts to ensure that their respective district level delegate candidates and district-level alternate candidates meet the affirmative action and inclusion considerations and goals detailed in the Affirmative Action section of this plan.
2016	May 3	State Party certifies elected district-level delegates and alternates to the Secretary of the Democratic National Committee.
2016	June 6/ or Day of the State Convention	Pledged PLEO and at-large delegate or alternate candidate deadline for filing the statement of candidacy and pledge of support forms with State Party.
2016	June 18	State Chair certifies in writing to the Secretary of the DNC the State's Delegation Chair, Convention Pages and Standing Committee Members.
2016	June 18	State Party provides list of PLEO and at-large delegate and alternate candidates to the respective Presidential candidates.
2016	June 18	Presidential candidates provide approved list of pledged PLEO delegate candidates to State Party.
2016	June 18	State Convention convenes. Pledged PLEO delegates selected. Following selection of PLEO delegates, presidential candidates provide approved list of at-large delegate and alternate candidates to State Party. State Convention selects at-large delegates and alternates. Presidential candidates submit lists of candidates for standing committee members to State Party.
2016	June 18	State Chair names Convention Pages
2016	June 19	National Convention delegation meeting. Delegates select National Convention Standing Committee Members and Delegation Chair.
2016	June 19	State Chair certifies in writing to the Secretary of the DNC the State's Delegation Chair, Convention Pages, and Standing Committee Members.
2016	June 19	State Party certifies remainder of elected delegates and alternates (PLEOs and at-large), along with standing committee members, delegation chair, and convention pages.
2016	June 19	State Party certifies in writing to the Secretary of the DNC the presidential preference (including uncommitted) of the state's Unpledged Delegates.
2016	June 19	State Chair certifies in writing to the Secretary of the DNC the presidential preference of the Pledged PLEOs and At-Large Delegates and Alternates.
2016	June 22	State Chair Certifies in writing to the DNC the standing committee members

2016 Iowa Affirmative Action Committee

First Name	Last Name	Jurisdiction
Kimberley	Boggus	IDP Affirmative Action Chair, 2016 Iowa Affirmative Action Committee Co-Chair
Omar	Padilla	IDP 3 rd Vice Chair for Minority Outreach, 2016 Iowa Affirmative Action Committee Co-Chair
Melinda	Jones	Iowa Female Democrat
James	Peterson	Native American Caucus Chair
Joe	Michalec	Asian American and Pacific Islander Caucus Chair
Ako	Abdul-Samad	African American Caucus Chair
Judith	Schmidt	People with Disabilities Chair
Devin	Kelly	Stonewall Caucus Chair
Paula	Martinez	Hispanic Caucus Chair
Austin	Wadle	President, College and Young Democrats of Iowa

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