

**TEMPORARY RULES FOR THE  
11<sup>TH</sup> CONGRESSIONAL DISTRICT DEMOCRATIC CONVENTION  
May 11, 2024 – 10 AM  
Luther Jackson Middle School, 3020 Gallows Road, Falls Church, VA 22042  
*Adopted by Temporary Rules Committee, Monday, April 29, 2024***

**1. Convening the Convention:**

- 1.1 The 11<sup>th</sup> Congressional District Democratic Convention will convene at 10 AM on Saturday, May 11, 2024, at Luther Jackson Middle School, 3020 Gallows Road in Falls Church, Virginia, 22042. Delegates and alternates may pick up their credentials beginning at 9 AM.
- 1.2 The Convention will be called to order by the Chair of the 11<sup>th</sup> Congressional District Democratic Committee, who will serve as the Temporary Convention Chair.

**2. Order of Business:**

- 2.1 Call to Order – 10 AM
- 2.2 Introduction of Temporary Chair and Temporary Secretary
- 2.3 Presentation of Colors, Pledge of Allegiance
- 2.4 Election of Permanent Chair and Permanent Secretary
- 2.5 Election of Permanent Rules and Credentials committees for the 11<sup>th</sup> CD, which will meet immediately following their election
- 2.6 Welcoming address, introductions, and announcements
- 2.7 Report of the Permanent Credentials Committee
- 2.8 Roll Call of delegates by jurisdiction
- 2.9 Report of the Permanent Rules Committee
- 2.10 Appointment of Tellers Committee by Convention Chair
- 2.11 Election of Presidential Elector – candidates may speak for two minutes each.
- 2.12 Selection of National Convention Delegates.

2.13 Nomination and election of two members each to the Permanent Rules and Permanent Credentials Committees of the Virginia Democratic State Convention

2.14 Adjournment

3. **Permanent Committees:**

3.1 There shall be two (2) permanent committees of the 11<sup>th</sup> CD Convention: Rules; and Credentials. Each permanent committee of this Convention shall consist of nine (9) members from Fairfax County, one (1) member from Fairfax City. Each committee shall choose a chair.

3.2 The permanent committees will meet and issue reports at the call of the Convention Chair.

3.3 The committee chair presenting the committee's report may yield to others and may yield for presentation and disposition of minority reports without losing his/her right to the floor.

3.4 The Chair of the Convention shall arrange for the orderly presentation of minority reports. To qualify as a minority report, a report must be supported by at least three (3) members of the committee. Three minutes shall be allowed for the presentation of each minority report.

3.5 Time for debate shall be limited to four minutes and shall equally allotted to proponents and opponents of each committee report or minority report following its presentation, without intervening motions.

3.6 A vote shall be taken on each minority report and then a final vote shall be taken on each committee report.

3.7 If a committee's report is not adopted, the Convention Chair shall order the committee to reconvene to reconsider its report and the committee shall present a new report to the Convention as soon as possible.

#### **4. National Delegate Selection:**

- 4.1 The 11<sup>th</sup> Congressional District Democratic Convention shall elect eight (8) delegates and one (1) alternate to the 2024 Democratic National Convention. All delegates and alternates shall be pledged to Biden. The delegates shall be equally divided by gender, and the alternate shall be a person who identifies as female or non-binary.
- 4.2 Persons seeking election as national convention delegates/alternates must file a statement of candidacy by Friday, April 26, 2024, at 5 PM with the Democratic Party of Virginia (919 E. Main Street, Suite 250, Richmond, VA 23219) online at <https://vademocrats.org/2024-national-delegate-and-alternate-filing-form/>. All filings must be received by the deadline.
- 4.3 To be eligible for election as a national convention delegate or alternate, candidates must be registered to vote in the 11<sup>th</sup> Congressional District.
- 4.4 The assembled convention shall act as the caucus of delegates reflecting candidate preference for Biden, with the permanent Chair of the Convention serving as the Chair of the caucus.
- 4.5 Each national delegate and alternate candidate shall have an opportunity to speak to his/her respective caucus for a period of not more than one minute. Candidates will be recognized in random order drawn by the permanent Convention Secretary.
- 4.6 The Convention Chair shall appoint a Head Teller and a Tellers Committee. The Tellers Committee shall distribute, collect, and count the ballots from the caucus. The Head Teller shall report directly to the Convention Chair, who will announce the voting results to the convention delegates.
- 4.7 National convention delegates and alternates will be selected by written ballot. Ballots will be distributed only to those persons presenting a proper delegate credential.
- 4.8 The names of all national delegate candidates will be grouped by gender identity and listed in alphabetical order by last name on the ballot. To the right of each candidate's name and in parenthesis will be the name of their jurisdiction (city or county) within the 11<sup>th</sup> CD.

- 4.9 If the number of candidates filing for national delegate who are either male and non-binary or female and non-binary is four, those candidates may be elected by acclamation. If there is a single female or non-binary candidate for alternate, that candidate may be elected by acclamation.
  - 4.10 Voters may vote for up to eight delegates and one alternate. Ballots showing votes for more delegates than is allowed will be declared an overvote and not counted for that race.
  - 4.11 The top person(s) receiving the plurality of the votes shall be declared winners conditional on the enforcement of gender balance. For the delegate contest, if there is not gender balance the lowest vote getter of the conditional winners will be eliminated and the next highest vote getter of another gender identity will be declared the winner. This process will be repeated until the elected delegation reflects gender balance (four male-identifying and four female-identifying delegates, or an even or nearly even division with any number of non-binary delegates.) In the event of a tie vote for delegate or alternate, at the call of the caucus chair, the caucus will take another vote by voice or show of hands to break the tie. In the event of another tie vote, the result will be determined by a coin toss.
  - 4.12 Slates are not permitted to be printed on the ballot.
5. **Selection of a Presidential Elector:**
- 5.1 The District Convention shall select one person to serve as Elector representing the 11th Congressional District. Such person shall be pledged formally and in good conscience to the election of the Democratic Presidential and Vice Presidential nominees.
  - 5.2 All candidates for Elector shall have filed statements of candidacy with the Democratic Party of Virginia by Friday, April 26, 2024 at 5PM online at <https://vademocrats.org/2024-presidential-elector-filing-form/>.
  - 5.3 Each candidate for Elector shall be permitted to address the convention for a period of up to one minute.
  - 5.4 If only one candidate has filed for Elector, such candidate may be elected by acclamation. In the event there is more than one candidate, voting for Elector shall be by written ballot and the candidate obtaining a majority of the votes cast shall be elected. If there are three or more candidates, the instant-runoff (preference voting) method of election will be used. The winning candidate must receive a majority of votes allocated during the final preference vote counting round.

- 5.4.1 Ballots will be prepared with all candidates listed in alphabetical order by last name. Each voter will indicate on his or her ballot a preference order for candidates by using numerals 1, 2, 3, 4... Voters must indicate a first choice and preference order for all candidates. The failure of a ballot to mark a rank for all candidates will not invalidate the ballot for purposes of counting it toward candidates whose preference order is clearly marked. If only one candidate is selected on a ballot (for example, with a check mark), the ballot will be counted as if the selected candidates had been marked with the numeral one.
- 5.4.2 The teller committee will divide the ballots according to which candidate is indicated as the first-place choice (i.e., number one). If no candidate has a majority (50% plus 1 of the total, non-exhausted ballots), the candidate with the fewest (first-place) votes is eliminated and those ballots are redistributed to the next place candidates (or to no candidates as appropriate). Repeat this step as necessary redistributing ballots for the top remaining choice for eliminated candidates until at least one candidate has a majority of non-exhausted ballots.
- 5.5 Within seven (7) days of the close of filing for Presidential Elector candidates, a registered voter within the district may issue a challenge to the qualifications of a candidate for the office.
- 5.5.1 If a challenge is issued against a candidate, notice shall be given to the candidate that the Temporary Credentials Committee will hold a hearing to determine the eligibility of the candidate.
- 5.5.2 The challenge of the candidate must be related to the Constitutional eligibility of the candidate.
- 5.5.3 If the Temporary Credentials Committee judges that the candidate is not eligible to be Presidential Elector at the hearing, the candidate's name will not appear on the ballot for election and votes for that candidate in the election will be disregarded.

**6. Nomination of Members to the Permanent Rules and Credentials Committees of the Virginia State Convention:**

- 6.1 The 11<sup>th</sup> CD convention shall nominate two (2) members to each of the Permanent Rules and Credentials Committees of the State Convention.
- 6.2 All candidates must file statements of candidacy for the committee positions by Monday, May 6, 2024, at 5PM with 11<sup>th</sup> Congressional District Democratic Committee Chair Manisha Singh at [chair@11thdistrictdemocrats.org](mailto:chair@11thdistrictdemocrats.org).
- 6.3 If an insufficient number of candidates has been filed, those filed will be declared nominated and other candidates may be suggested from the floor for the remaining number of seats on the committee. The Convention will

vote on the names put forth by voice vote or show of hands.

## **7. Credentials**

- 7.1 It shall be the duty of the Credentials Committee to distribute the badges for delegates and alternates to the 11th CD Convention beginning at 9AM on the day of the convention at Luther Jackson Middle School.
- 7.2 Only credentialed delegates to the 11<sup>th</sup> District Democratic Convention have the right to the floor, and only those delegates on the floor shall be entitled to vote. Delegates should not leave the convention floor without passing their credential to the Delegation Chair or their designees. Delegates are entitled to the return of their credential if they return to the floor.
- 7.3 Each jurisdiction delegation chair or designee will determine that only the correct number of delegates is seated and voting. Should any dispute arise concerning delegate credentials or the number of delegates present, the Chair of the Convention will choose two members from the affected jurisdiction to meet with the Permanent Credentials Committee to resolve the problem and report back to the Chair.
- 7.4 After the filing deadline for State Delegate and before Thursday, May 9<sup>th</sup> at 5 pm, registered voters within the district that failed to previously file for State Delegate may declare their interest to fill a vacancy by completing the vacancy pre-registration form online at: [https://11thdistrictdemocrats.org/vacancy\\_prefile](https://11thdistrictdemocrats.org/vacancy_prefile). The pre-registration for vacancy form may be closed prior to the deadline if, in the judgment of the 11<sup>th</sup> CD Chair, there are more people pre-filed than could be practically accommodated by vacancies in the delegation.
- 7.5 The Permanent Credentials Committee, in coordination with the delegation(s), within its report may recommend registered Democratic voters within the district to be temporary elevated to Delegate status to fill vacancies in the delegation for the Congressional District Convention only. Original alternates shall have the right to be elevated to delegate ahead of any such additional temporary filling of vacancies. Such recommendations shall give preference to those who completed the pre-registration form prior to 5 pm on Thursday, May 9<sup>th</sup>, and if there are more voters interested than vacancies preference will be given in order of in-person registration with the Credentials committee on the day of the Convention.

## **8. Additional Rules**

- 8.1 Except as set forth in these Rules and the Call to the 11th Congressional District Democratic Convention, the convention shall be governed by Robert's Rules of Order, The Virginia Democratic Party Plan, the 2024 Delegate Selection Plan, and the Call to the DPVA State Convention.
- 8.2 The Chair shall appoint a Parliamentarian, a Sergeant-at-Arms, a Head

Teller and fill any other positions deemed necessary. It shall be the responsibility of the Chair to conduct and expedite the business of the Convention and to preserve order and decorum. Each delegate is called upon and directed to assist in completing the business of the convention in an orderly and timely manner. The Chair shall be authorized to recess and reconvene the Convention at any time. The Chair may recognize special guests at appropriate times.

- 8.3 Proxy voting is not permitted. Only persons present at the Convention and holding a Delegate's credentials may vote on any matter.
- 8.4 Ballots from any election at this convention will be turned over to the Head Teller as soon as that vote has been counted and will be maintained by the Convention Chair for at least (30) days.
- 8.5 Equity Considerations: Discrimination based on race, sex, age, color, national origin, religion, disability, ethnic identity, sexual orientation, gender identity, or economic state is prohibited in the 11<sup>th</sup> CD, state, and national delegate selection process. It shall be the duty of the local city/county Democratic committees to take all feasible steps to encourage broad participation in the delegate selection process.