



NEW YORK STATE
DEMOCRATIC COMMITTEE

GUIDE TO BECOMING A DELEGATE TO THE 2008 DEMOCRATIC NATIONAL CONVENTION

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INTRODUCTION

This brochure is intended to describe the steps necessary to become a delegate or an alternate to the 2008 Democratic National Convention.

The National Convention will be held from August 25 through August 28, 2008 in Denver, Colorado. The delegates to the National Convention will choose the nominees of the Democratic Party for President and Vice President of the United States.

There will be 280 delegates and 39 alternates from New York State.

Democratic voters in the State will vote for a presidential candidate and will choose 151 delegates and 25 alternates at the Democratic Primary Election on February 5, 2008. The remaining delegates and alternates, other than certain party officers and elected officials who are automatically selected, will be chosen by the New York State Democratic Committee at the Democratic State Convention on (or around) May 15, 2008.

With limited exception, all delegates and alternates must be pledged to support a particular presidential candidate or else identify themselves as "Uncommitted." The number of delegates and alternates awarded to a particular presidential candidate or the "Uncommitted" preference depends on the outcome of the Primary Election.

In the pages that follow, the process for awarding and filling delegate positions are set forth. Every enrolled Democrat resident in this State is eligible to participate. To do so, however, it is essential to comply with the process. It is also advisable to contact the official New York campaign office of the presidential candidate you wish to support. Each presidential candidate must designate an Authorized Representative to act for the candidate in this State. The name(s) of the Authorized Representative(s) of each presidential candidate may be obtained from the office of the New York State Democratic Committee. ***Before taking any of the steps outlined below, a person wishing to run for delegate or alternate should contact the Authorized Representative of the presidential candidate that person supports.***

THE DEMOCRATIC PRIMARY VOTE FOR PRESIDENT

To become a delegate or alternate to the National Convention, it is essential for the name of the presidential candidate you support, or, if you wish to run as uncommitted, for the word "Uncommitted," to appear on the ballot in the Primary Election to be held on February 5, 2008.

To place the name of a presidential candidate or the word "Uncommitted" on the Primary Election ballot, interested Democrats must circulate and file a designating petition. The petition must contain at least 5,000 valid signatures of enrolled Democrats who are residents of the State. A petition may be circulated for the purpose of collecting signatures no earlier than October 30, 2007. A petition with the required number of valid signatures must be filed with the State Board of Elections no earlier than December 3, 2007 and no later than December 6, 2007. There is no fee or other cost for filing a petition.

The rules governing the form of designating petitions may be found in the New York State Elections Law (including, but not limited to, Sections 6-118, 6-120, 6-130, 6-132, 6-134, 6_136 and 6-144). Sample petitions may be obtained from the New York State Board of Elections or at the offices of the Democratic State Committee in New York City.

Each presidential candidate who files timely and valid designating petitions with the State Board of Elections will appear on the ballot at the Primary Elections on Tuesday, February 5, 2008 unless the presidential candidate files a declination of candidacy with the State Board of Elections on or before December 10, 2007.

Typically presidential candidates establish campaign offices in this State to organize and conduct this petition drive. As noted, each such presidential candidate must identify an Authorized Representative in New York and file the name of that person with the State Committee no later than September 4, 2007.

REMEMBER: IT IS ADVISABLE FOR PERSONS INTERESTED IN RUNNING FOR DELEGATE OR ALTERNATE FOR A PARTICULAR PRESIDENTIAL CANDIDATE TO BE IN CONTACT WITH THE AUTHORIZED REPRESENTATIVE OF THAT CANDIDATE.

HOW NEW YORK STATE'S DELEGATES AND ALTERNATES WILL BE SELECTED

Of New York State's 280 delegates and 39 alternates, 151 delegates and 25 alternates will be elected from the 29 congressional districts within the State at the Primary Election on February 5, 2008.

An additional 4 un-pledged at-large delegates, 30 party leader and elected official delegates pledged to a particular presidential candidate or uncommitted preference, and 51 delegates and 14 alternates pledged to a presidential candidate or uncommitted preference will be elected by the State Committee at the State Convention on or around May 15, 2008.

The balance of the delegation consists of the Democratic members of the U.S. Senate and U.S. House of Representatives from New York, the state's Democratic Governor, one Distinguished Party Leader, plus the New York representatives on the Democratic National Committee.

The first members of the delegation to be chosen will be the district-level delegates and alternates, i.e., those elected from the congressional districts at the Primary Election.

DISTRICT-LEVEL DELEGATES & ALTERNATES

At the Primary Election, delegates and alternatives will be selected from each of the State's 29 congressional districts. **YOU MUST BE AN ENROLLED DEMOCRATIC VOTER IN THE CONGRESSIONAL DISTRICT TO BE ELECTED A DELEGATE OR ALTERNATE FROM THAT DISTRICT.**

Owing to rules governing apportionment of delegates and requiring the delegation to be equally divided between men and women, the number of male and female delegates and alternates from each district is predetermined. The number of male (M) and female (F) delegates and alternates to be elected from each congressional district is as follows:

Congressional District	District Delegates	District Alternates
1	5 (3F, 2M)	1 (M)
2	5 (3M, 2F)	1 (F)
3	5 (3F, 2M)	1 (M)
4	5 (3M, 2F)	1 (F)
5	5 (3F, 2M)	1 (M)
6	5 (3M, 2F)	1 (F)
7	5 (3F, 2M)	1 (M)
8	6 (3M, 3F)	1 (F)
9	5 (3M, 2F)	1 (F)
10	5 (3F, 2M)	1(M)
11	6(3F,3M)	1(M)
12	5(3M,2F)	0(N/A)
13	5 (3F, 2M)	0 (N/A)
14	6(3M,3F)	1(F)
15	6 (3M, 3F)	1(M)
16	5 (3M, 2F)	1(F)
17	5 (3F, 2M)	1(M)
18	6(3F,3M)	1(M)
19	5 (3M, 2F)	1(F)
20	5 (3F, 2M)	1 (M)
21	6(3F,3M)	1(M)
22	5 (3M, 2F)	1 (F)
23	5 (3F, 2M)	0 (N/A)
24	5 (3M, 2F)	1 (F)
25	5 (3F, 2M)	0 (N/A)
26	5 (3M, 2F)	1 (F)
27	5 (3F, 2M)	1 (M)
28	5 (3M, 2F)	1 (F)
29	5 (3F, 2M)	1 (M)
Total:	151	25

An enrolled Democratic voter in a congressional district must go through five steps to be chosen as a delegate or alternate in that district. These five steps are:

Filing a Statement of Candidacy;

Circulating and filing petitions;

Being accepted by the presidential candidate;

Winning votes at the Primary Election; and

Being allotted a position based on the primary vote.

Step 1 - Statement of Candidacy

The first deadline for becoming a district-level delegate or alternate is the filing of a Statement of Candidacy.

Candidates for district delegate or alternate must file a Statement of Candidacy with the New York State Democratic Committee. Statement of Candidacy should be addressed to: New York State Democratic Committee, 461 Park Avenue South, 10th Floor, New York, NY 10016. All Statements of Candidacy must be received no earlier than October 26, 2007 and no later than 5:00 PM on December 6, 2007. Faxes are acceptable to 212-725-8867 as are scanned emails to MarieP@nydems.org.

PLEASE NOTE: A CANDIDATE MAY NOT FILE A STATEMENT OF CANDIDACY FOR BOTH DELEGATE AND ALTERNATE.

Forms for a Statement of Candidacy are available from the NYSDC. A copy of the form is set forth on the next page. A Statement of Candidacy need not be on this form - any written Statement will suffice - but must contain the information set out on the form below.

Step 2 - Designating Petitions

Candidates for delegate or alternate must file designating petitions with valid signatures of enrolled Democrats who live in the congressional district. The petitions may be circulated and signed no earlier than October 30, 2007 and must be filed with the Board of Elections no earlier than December 3, 2007 and no later than December 6, 2007. There is no fee or cost for filing a petition.

The number of signatures must be at least .5% of the registered Democrats in the district or no more than 500 signatures. Information about the number of enrolled Democrats in the Congressional Districts may be obtained from the State Committee or the State Board of Elections.

The rules governing designating petitions may be found in the State Election Law. Samples are available at State Committee offices and the State Board of Elections website. Designating petitions may be circulated on behalf of more than one or a full slate of, candidates for delegate and alternate.

Statement of Candidacy District Delegate or Alternate

I, _____, am an enrolled Democrat
(first name, middle initial and last name)
in the _____ Congressional District.
(number)

I reside at _____
(full address, number, street name, village, town, or city, zip)

My telephone number is _____.

I am _____.
(male or female)

I hereby pledge to support the candidacy of _____
(name presidential candidate or uncommitted)

I hereby declare myself to be a candidate for _____ in the _____
Congressional District. (Delegate or Alternate) (number)

The following is optional:

I am (please check): African-American _____; Latino _____; Native-American _____;
Asian/Pacific American _____; Lesbian, Gay, Bisexual or Transgender _____;
Veteran: _____ Year/Type of Discharge: _____
(Branch)
Other _____
(please specify)

I have the following, disability: _____.

I am _____ years of age.

Date

Signature

Step 3— Presidential Candidates’ Right of Rejection

The next step is submitting the candidacy for approval by the presidential candidate.

Even if a candidate for delegate or alternate files a timely petition and Statement of Candidacy, the candidate is still subject to rejection by the presidential candidate to whom the delegate candidate is pledged. This is because the Authorized Representative of the presidential candidate in New York has the right to determine the composition of the candidate’s delegate slates in the Primary Election. Hence, each presidential candidate Authorized Representative in the State may reject any candidate for delegate or alternate, provided only that at least one candidate remains for each delegate and alternate position.

To enable the presidential candidates to exercise this right, the State Committee is required to provide each presidential candidate with the Statement of Candidacy signed by candidates for delegate or alternate pledged to that candidate. This must be done by December 11, 2007. The presidential candidates must exercise their right of rejection by December 14, 2007. The State Committee will notify all candidates for delegate or alternate who have been rejected by a presidential candidate.

NOTE THAT YOU CAN DETERMINE IN ADVANCE WHETHER YOU WILL BE ACCEPTED OR REJECTED BY CONTACTING THE AUTHORIZED REPRESENTATIVE OF YOUR PREFERRED PRESIDENTIAL CANDIDATE.

Step 4- The Primary

Each candidate for district-level delegate or alternate who files a valid and timely petition and Statement of Candidacy and who is not rejected by his or her preferred presidential candidate will appear on the ballot at the Primary Election unless (1) his or her preferred presidential candidate fails to qualify for the ballot or, after qualifying, makes a timely withdrawal or (2) the district-level candidate chooses not to run and files a timely withdrawal.

The ballot format is this: Delegate and alternate candidates pledged to a particular presidential candidate will be listed as such on the ballot and will appear in the same row or column as the name of the presidential candidate. The gender of each candidate will be included on the ballot with an “(M)” or “(F)” after the name. Delegate candidate positions in the column or row will be drawn by lot, except that a group (slate) of delegate or alternate candidates may request that they appear on the ballot one after the other in the order in which they are filed, in which case the slate will be deemed one person for purposes of the draw. All Democrats or group of Democrats may run a slate of candidates for delegate and alternate, but no such slate may be identified as an “official” slate. If delegate candidates file as a slate, the slate is required to be equally divided between men and women with a variance no greater than one.

Step 5- Allocation of District-Level Delegates and Alternates

Following the Primary Election, the results in each congressional district are used to allocate delegate and alternate positions among presidential candidates and then to determine which of the candidates for delegate or alternate fill these positions. Positions are filled by rotating between genders to ensure equal division between men and women within each congressional district.

District-level delegate and alternate positions are allocated among presidential candidates in proportion to their vote in the congressional district. A candidate must receive at least 15% of the

vote in the congressional district to be included in this calculation. If only one presidential candidate receives 15% or more, that candidate is entitled to all delegate and alternate positions.

Once the positions are allocated among the eligible presidential candidates, then the first delegate position goes to the highest vote-getting candidate for delegate pledged to the highest vote-getting presidential candidate. The positions are then rotated by gender to the next highest vote-getters among candidates for delegate pledged to the top vote-getter among presidential candidates, then to the top vote-getting male or female (whichever applies) candidate for delegate pledged to the nearest eligible runner-up among presidential candidates, and so on until all positions are occupied.

Here is an example. Take a congressional district in which 5 delegates (3 male and 2 female) and one alternate (a female) are at stake. In the Primary Election, Presidential Candidate A wins 60% of the vote while B gets 35% and C gets 5%. Since C has not met the threshold percentage of 15%, C gets no delegates and C's votes are eliminated from the computation. Of the remaining votes, A gets 63% of the delegates (or 3) and B gets 37% (or 2); the one alternate automatically goes to A. To fill these positions, the top vote-getter among candidates for delegate pledged to A gets the first slot. If that person is a male, then the next slot for A goes to the top female vote-getter among delegate candidates pledged to A, and A's third delegate goes to the second-highest vote-getter among male candidates pledged to A. B's two delegate positions would go to the top male and female vote-getters among candidates pledged to B. The top vote-getter among female candidates for alternate pledged to A would be awarded the alternate position.

Upon completion of this process, the State Committee will certify the names of all persons selected as district-level delegates and alternates to the Secretary of the Democratic National Committee.

SUMMARY OF IMPORTANT DATES

October 26, 2007 through December 6th 2007

Candidates for Delegate and Alternate must file their "Statement of Candidacy" form with the New York State Democratic Committee. Mail Statement of Candidacy to New York State Democratic Committee at 461 Park Avenue South, 10th Floor, New York, NY 10016. Any written statement of candidacy is acceptable, but it must contain the basic information contained in the New York State Democratic Committee template.

October 30, 2007 Circulate Petitions

Candidates are required to collect 500 valid signatures to get on the ballot. Delegate and Alternate Candidates must file a "Designating Petition" with valid signatures of enrolled Democrats in Congressional District they run in.

December 3-6, 2007

File Petitions Completed petitions must be filed with the New York State Board of Elections.

December 11, 2007

State Committee provides Presidential Candidates with "Statements of Candidacy." Candidates for Delegate and Alternate, who file timely petitions and a "Statement of Candidacy," are still subject to rejection by the Presidential Candidate to whom a Delegate or Alternate is pledged.

December 14, 2007

Rejection of candidacy by Presidential Candidates The New York State Democratic Committee will notify all Delegate and Alternate Candidates who have been rejected by Presidential Candidates

February 5, 2008

Presidential Preference Primary Candidates for Delegate and Alternate will be voted on.

UNFILLED POSITIONS

In the event that no eligible person is elected to a delegate or alternate position in a particular congressional district at the Primary Election, the position will be filled by a post-Primary caucus of the State Committee members representing that congressional district. These caucuses will be held on 10-days' notice on or before May 5, 2008. To be eligible to run for such an unfilled position, a person must be an enrolled Democrat resident in the applicable congressional district and must file a Statement of Candidacy with the State Committee no earlier than February 6, 2008 and no later than March 28, 2008. A person may run for an unfilled position regardless of whether the person previously circulated petitions, or once supported a different presidential candidate, or earlier had been rejected by the presidential candidate's Authorized Representative. Nevertheless, the Authorized Representative for the presidential candidate who won the delegate or alternate position in the Primary Election may reject candidates for an unfilled position up to and including, April 3, 2008, provided only that three candidates remain for each position to be filled.

To determine whether any district-level delegate or alternate positions are available to be filled after the Primary, contact either the Authorized Representative of the presidential candidate you support or the State Committee.

ELECTION OF ADDITIONAL UNPLEDGED DELEGATES, PLEDGED PARTY AND ELECTED OFFICIALS, & AT-LARGE DELEGATES AND ALTERNATES BY THE STATE COMMITTEE

Once the district-level delegates are selected, the balance of the delegation will be selected by the full State Committee. At a meeting to be held on May 15, 2008, the State Committee meeting in Convention will elect, in the following order, 4 un-pledged at-large delegates, 30 pledged party leaders and elected official delegates, 51 pledged at-large delegates and 14 pledged at-large alternates.

Any enrolled Democrat resident in this State may apply for these positions regardless of whether that person previously sought unsuccessfully to become a district-level delegate or alternate.

ADDITIONAL UN-PLEDGED DELEGATE

A total of four (4) un-pledged at-large delegates will be elected at the State Convention. This means that the delegates need not be committed to any presidential candidate.

To appear on the ballot at the State Convention as a candidate for un-pledged at-large delegate, an individual must be an enrolled Democrat who files a Statement of Candidacy at the State Committee office no earlier than October 26, 2007 and no later than 5:00 PM on May 7, 2008. The Statement of Candidacy should be in the form of the sample statement set out below, except that the Statement need not contain a pledge of support for any presidential candidate.

PLEGDED PARTY AND ELECTED OFFICIALS

The 30 party leader and elected official delegates to be elected by the State Committee must be pledged to a presidential candidate. The allocation of these delegates will reflect the statewide division of presidential or uncommitted preference of the primary voters. In other words, each presidential candidate will receive the portion of the 30 delegates corresponding to the percentage of the popular vote the candidate received in the Primary Election compared with all other presidential candidates eligible to receive such delegates. A presidential candidate must receive 15% of the statewide vote to be entitled to receive any party leader or elected official delegates.

To qualify for one of these 30 positions, a person must be either an elected official who won office as a Democrat or the holder of some official position in the Democratic Party in this State (e.g., a member of the State or county Democratic Committee). A person is eligible for election as a pledged party leader and elected official delegate regardless of whether he or she has previously filed a Statement of Candidacy for another category of delegate or alternate position. To be considered by the State Committee, a person must file a Statement of Candidacy with the State Committee no earlier than October 26, 2007 and no later than 5:00 PM on May 7, 2008. A form of Statement is set forth on the next page.

The presidential candidate may reject, in writing, a candidate for party leader or elected official delegate no later than 5:00 PM on May 7, 2008. The list of all candidates will be delivered by the State Committee to the presidential candidate no later than 5:00 PM on May 9, 2008.

Statement of Candidacy Pledged Party and Elected Official Delegate

I, _____, am an enrolled Democrat
(first name, middle initial and last name)
in the _____ Congressional District.
(number)

I reside at _____
(full address, number, street name, village, town, or city, zip)

My telephone number is _____.

I am _____.
(male or female)

I hereby pledge to support the candidacy of _____
(name presidential candidate or uncommitted)

I hereby declare myself to be a candidate for Pledged Party and Elected Official Delegate.

I hold the following party/elected official position:

I represent the following district or geographic region:

The following is optional:

I am (please check): African-American _____; Latino _____; Native-American _____;
Asian/Pacific American _____; Lesbian, Gay, Bisexual or Transgender _____;
Veteran: _____ Year/Type of Discharge: _____
(Branch)
Other _____
(please specify)

I have the following, disability: _____.

I am _____ years of age.

Date

Signature

AT-LARGE DELEGATES AND ALTERNATES

The election of at-large delegates and alternates will reflect the Statewide division of presidential preference of the primary voters. A presidential candidate must receive 15% of the statewide vote to be entitled to receive any at-large delegates and alternates.

Democrats who wish to be considered for at-large delegates and alternates must file a Statement of Candidacy with the State Committee any time between October 26, 2007 and 5:00 PM on May 7, 2008. A form of the statement is set forth below.

Anyone is eligible for at-large delegates and alternates whether or not he or she filed a Statement of Candidacy for another category of delegate or alternate position or a pledge of support for a different presidential candidate.

The list of all candidates will be delivered by the State Committee to the presidential candidates no later than 5:00 PM on May 9, 2008. The presidential candidate can file a written rejection, no later than 5:00 PM on May 15, 2008.

Statement of Candidacy At-Large Delegate or Alternate

I, _____, am an enrolled Democrat
(first name, middle initial and last name)
in the _____ Congressional District.
(number)

I reside at _____
(full address, number, street name, village, town, or city, zip)

My telephone number is _____.

I am _____.
(male or female)

I hereby pledge to support the candidacy of _____
(name presidential candidate or uncommitted)

I hereby declare myself to be a candidate for _____.
(At-Large Delegate or Alternate)

I hold the following party/elected official position:

I represent the following district or geographic region: _____

The following is optional:

I am (please check): African-American _____; Latino _____; Native-American _____;
Asian/Pacific American _____; Lesbian, Gay, Bisexual or Transgender _____;
Veteran: _____ Year/Type of Discharge: _____
(Branch)
Other _____
(please specify)

I have the following, disability: _____.

I am _____ years of age.

Date

Signature

FULL PARTICIPATION

Democratic Party rules call for the participation of all Democrats, regardless of sex, age, color, creed, national origin, religion, ethnic identity, economic status, or philosophical persuasion. It is the responsibility of all organizations of the Democratic Party in the State of New York, and the presidential candidates, to encourage the full participation of Democratic voters.

No one will be excluded from any part of the delegate selection process for failure to pay a cost or fee.

The time and place for all meetings of the State Committee associated with the delegate selection process will be fully publicized so as to ensure timely notice, and will be held in places accessible to all party members.

The New York State Democratic Committee has prepared an outreach plan which contains in more detail all of the rules governing the election of delegates and alternates. Copies of these plans may be obtained from the State Committee.

A Delegate Selection Committee has been appointed to oversee the State Committee's outreach effort. This committee will conduct workshops in each of the twelve regions in the State, working with the liaisons appointed by the Chair of the County Democratic Committees.

REPRESENTATION GOALS

It is the goal of the Delegate Selection plan for the delegation to be divided equally between men and women and to include groups that are traditionally under-represented in the delegation. The State Committee will make aggressive efforts to ensure that African Americans, Latinos, Asian Americans, Native Americans, young Democrats, senior Democrats, labor, persons with disabilities, persons of low and moderate income or with a high school education or less, rural Democrats, veterans and lesbians and gays are part of the Delegation. The State Committee's outreach program is designed to help members of these groups to participate in the process from the beginning and to run for delegate at the district level. The State Committee, however, will not use either direct or indirect quotas to achieve representation goals.

FINANCIAL AID FOR DELEGATES

Delegates to the National Convention are responsible for their own financial expenses. The State Chair will appoint a special fundraising committee to raise funds for the purpose of defraying the expenses of these delegates who are otherwise unable to attend and participate in the National Convention.

This committee, together with a subcommittee of the Delegate Selection Committee, will review the applications for funds submitted by those delegates who, in sworn "Affidavits of Need," state that they are unable to participate in the National Convention solely because of financial hardship. The Financial Review Committee may reasonably ask each delegate who applies for financial assistance to furnish evidence of his/her financial inability to participate. The Committee will award any financial assistance from a specifically designated fund based on (1) the number of applicants, (2) the needs of each applicant, and (3) the amount raised for the specifically designated fund.

All applications for financial assistance must be filed no later than 45 days prior to the first day of the National Convention and all awards made no later than 30 days prior to the first day of the National Convention. All decisions, of the Financial Review Committee will be final; however, an applicant may seek assistance from the Democratic National Committee.

CHALLENGES

Any 15 Democrats may challenge the State Committee for failure to carry out any part of its Delegate Selection Plan. A written challenge in accord with National Regulations must be filed with the State Party Chair and with the Co-Chairs of the Rules and Bylaws Committee of the Democratic National Committee.

Challenges to the implementation of the Plan must be filed within fifteen (15) days after the alleged violation, and challenges to the implementation of the Affirmative Action Plan must be brought within thirty (30) days of the initiation of the delegate selection process.

A State Compliance Committee will hear all implementation challenges. It will render its decision within 21 days of the filing of the challenge. Its decision may be appealed within ten days by written request to the Rules and Bylaws Committee.

The Rules and Bylaws Committee can be reached at the Democratic National Committee, 430 S. Capitol St. SE, Washington, DC 20003.

If you are unsure of any of the procedures outlined in this brochure, you should contact your local Democratic County Committee, or the New York Democratic State Committee office at 461 Park Avenue South, 10th Floor, New York, N.Y. 10016.