

CALL TO CAUCUS OF THE ROANOKE COUNTY DEMOCRATIC COMMITTEE TO ELECT DELEGATES AND ALTERNATES TO THE CONGRESSIONAL DISTRICT 9 AND STATE CONVENTION

The Roanoke County Democratic Committee will hold an unassembled caucus on April 20th, 2024 from 10:00 AM to 4:00 PM at the The Retreat Apartments – 6500 Grand Retreat Drive – for the purpose of electing delegates and alternates to the VA-CD 9 District Convention on Saturday, May 18th, 2024 at 10:00 AM at the New River Community College in Pulaski, and the Virginia Democratic State Convention on Saturday, June 22, 2024 at 10:00 AM in Richmond, Virginia.

I. Candidate Filing:

Each person seeking to become a Delegate to the VA-CD 9 and State Conventions shall need to file an electronic Declaration of Candidacy form by no later than 5:00 PM on Tuesday, April 16, 2024. This declaration form shall include the Presidential Candidate this Delegate seeks to represent. This declaration form will be posted on the [DPVA website](#) after the March 5, 2024 Presidential Primary.

II. Candidate Qualification

In order to certify the eligibility of a candidate for election, the Chair shall ascertain that each prospective candidate:

- Is a resident of and registered to vote in the County of Roanoke, Virginia, Congressional District 9;
- Is a Democrat;
- Does not intend to support, endorse, or assist any candidate who is opposed to a Democratic nominee or endorsee in the November 2024 election;
- Is not a member of any other political party;
- And has not participated and will not participate in the nomination process of any other political party for the November 2024 election.

Only candidates committed to the nomination of the Democratic candidate for President of the United States may serve as Delegates or Alternates.

III. Notice

The Roanoke County Democratic Committee shall provide notice of this caucus by placement of a general notice of the caucus, including noticing the caucus date, time, and location, along with the Call to Caucus, on the Democratic Party of Virginia & the Roanoke County Democratic

Committee websites; by email notification to the members of the Roanoke County Democrats who reside in the County of Roanoke; through a press release provided to all relevant newspapers of general circulation in the County of Roanoke; and through other reasonable means that will disseminate information about the caucus to registered voters in the County of Roanoke. In addition, reasonable actions shall be taken to promote participation in the caucus in accordance with the Affirmative Action provisions of the Party Plan of the DPVA.

IV. Participation:

Every Democrat who is a registered voter in the County of Roanoke is urged to attend and participate. Each participant must sign a written declaration that they:

- Are a Democrat and not a member of any other political party;
- Does not intend to support any candidate who is opposed to a Democratic nominee in this General Election;
- Has not participated in and will not participate in the nominating process of any other party for the positions listed above; and
- Are registered to vote in the County of Roanoke, Congressional District 9.

V. Conduct of Caucus

Voting will begin at 10:00 AM and will close at 4:00 PM. Those in line at the close of voting will be permitted to vote.

The Chair of the Roanoke County Democratic Committee, or their designee, shall be the Chair of the Caucus and shall appoint a Secretary and such other Officers of the Caucus as is deemed appropriate. The Roanoke County Democratic Committee will prepare the Rules for the Caucus.

VI. Determination of the Delegates

If the number of candidates for delegate/alternate is greater than the total allocated to each presidential candidate per the March 5, 2024 Presidential Primary results in Roanoke County, then an election shall be held. Candidates for Delegate and Caucus Participants must all declare preference for a Presidential Candidate. For each Presidential Candidate who is allocated delegates, the delegates allocated to that candidate shall be elected by the caucus participants declared for that candidate. That candidate's delegation shall comprise the top number of vote-getters equal to the number of delegates received. For example: if Presidential Candidate Barack Obama was entitled to 5 Delegates, then the top 5 vote getters who were pledged to Barack Obama shall be elected.

Alternates shall be selected as the next highest vote getters for each pledged candidate. For example: if Presidential Candidate Barack Obama was entitled to 5 Delegates and 1 Alternate, then the top 5 vote getters shall be elected as Barack Obama Delegates and the 6th highest vote getter shall be elected as the Barack Obama Alternate.

If the number of candidates for delegate/alternate is equal to or fewer than the total allocated to each presidential candidate per the March 5, 2024, Presidential Primary results in Roanoke County, the Chair shall cancel the caucus and those delegate/alternate candidates who have filed shall be deemed to be elected by the caucus. In the event that fewer than the allocated number pledged to each candidate are elected in the caucus, the delegation members pledged to that candidate shall fill the vacancies.

The rules for the Virginia Democratic Party Selection of Delegates can be found [here](#).

Filing forms for delegate candidates and caucus attendees will be found [here](#).

Adopted by the Roanoke County Democratic Committee, Executive Committee, March 26th, 2024