LOS ANGELES COUNTY DEMOCRATIC PARTY
MEETING REPORT ON ENDORSEMENT RECOMMENDATION – TEMPLATE

Please use this template to report on the Endorsement Recommendation Meeting result(s) at the Los Angeles County Democratic Party (LACDP) Monthly Meeting at which the endorsement recommendation(s) are considered. Please contact the LACDP Political Department at endorsements@lacdp.org or 213.382.1211 if you have any questions.

<u>**Endorsement Recommendation Report Spokesperson Information**</u>

Name: _____ AD: _____ Position: _____

Phone (Cell/Home): _____ Email: _____

<u>**Report Script Template**</u>

Basic Information:

On _____ at _____,
     Month / Date / Year   Location Name or Address

the _____Assembly District Delegation(s) (or Candidate Interview Committee / Judicial Interview Committee) of the Los Angeles County Democratic Party met to consider the endorsement recommendations for the following races:

- ☐ Race 1: _____
- ☐ Race 2: _____
- ☐ Race 3: _____
- ☐ Race 4: _____
- ☐ Race 5: _____

All LACDP AD Delegation Members (or committee members) and all candidates running in those races were duly notified.

Race-Specific Information:

In the race for _____, there are _____ seats up for
         Name of Race Being Considered   # of Seats

election. There are _____ incumbents seeking re-election. Therefore, there are _____open seats.
         # of Incumbents   # of Open Seats

The incumbents in this race seeking re-election include:

- ☐ Incumbent 1: _____, a registered _____.
       Name of Incumbent   Party Affiliation
- ☐ Incumbent 2: _____, a registered _____.
       Name of Incumbent   Party Affiliation
- ☐ Incumbent 3: _____, a registered _____.
       Name of Incumbent   Party Affiliation

There are _____ total candidates.
    # of All Candidates

There are _____ registered Democrats in this race; of which, _____ candidates sought
    # of Dem Candidates   # Seeking Endorsement

LACDP endorsement consideration.

We interviewed/considered the following candidates:

- ☐ Candidate 1: _____
- ☐ Candidate 2: _____
- ☐ Candidate 3: _____

(Continued on Reverse)

A total of _____ LACDP Members voted in this race. The threshold to reach 60% for endorsement
       # of Votes Cast
recommendation was _____ votes. The vote tally was as follows:
          # of Votes to Reach 60%

   ☐ Candidate 1: _____ votes

   ☐ Candidate 2: _____ votes

   ☐ Candidate 3: _____ votes

   ☐ No Endorsement: _____ votes

Therefore, we recommend the following for endorsement:

   ☐ Candidate(s): _____, or

   ☐ No Endorsement, or

   ☐ No Consensus, or

   ☐ Finding of Unacceptability of the following candidates:_____ .

The factors that led us to reach this recommendation are as follows:
(Note: List any information about the candidates or the race that informed the recommendation you are putting forward.
This explanation can be brief and succinct.)

_____

_____

_____

Motion, Debate and Voting:

Is there a motion to accept the report? And a second?

Is there any discussion?
(Note: If debate occurs, allow up to three speakers in favor and three speakers against the motion. Each speaker may
speak for up to one minute. Only LACDP members may speak. A LACDP member may yield the floor to a non-
member during debate.)

All time for discussion has expired. All those in favor please say "aye." All those opposed please say "no."

<u>If Voice Vote:</u> The ayes have it. The motion is adopted. / The no's have it. The motion fails.

<u>If Hand Count:</u> (In the event of a hand count, make sure to announce the number of votes cast.)

A total of _____ LACDP Members voted in this race. The threshold to reach 60% for endorsement recommendation
      # of Votes Cast
was _____ votes. The vote tally was as follows:
     # of Votes to Reach 60%

   ☐ _____ votes in favor
   ☐ _____ votes opposed

Therefore, the motion is passed / is defeated.

(Note: If the motion passes, move on to the next race. If the motion is defeated, it goes to a ballot which includes all
Democratic candidates who took part in the endorsement process plus the option of No Endorsement. The LACDP
Chair, the LACDP Parliamentarian, and the LACDP Staff are on-hand to assist you with this step.)

Multiple Races Being Reported: If there are multiple races being considered for endorsement, repeat the script starting
at "Race-Specific Information" for each additional race.

Severance Issues and Other Parliamentary Procedure Questions: If a motion to sever an at-large race is in order, or
if there are other parliamentary procedure issues/questions, the LACDP Chair, the LACDP Parliamentarian, and the
LACDP Staff are on-hand to assist you with your report.