



Memorandum

To: Interested Parties
From: Clark Lee, Political Director
Date: December 2017
RE: California Democratic Party Petition Verification Procedures

Introduction

The California Democratic Party (CDP) By-Laws and Rules require petitions (or signatures) in various processes, such as endorsements and Platform. This memorandum outlines the petition verification procedures of those petitions that require at least 300 signatures.

Official Petition Forms

Official petition forms available for the following processes require at least 300 signatures of the Democratic State Central Committee (DSCC) Members (delegates):

- Petition for Statewide Candidate Viability Assessment for Endorsement Consideration (Prior to the Convention, During Endorsement Registration Process)
- Petition for Formal Objection to Endorsing Caucus (During the Convention)
- Petition for Platform Amendment (During the Convention)

Verification of Signatures - Process

Raw Count

Upon filing of a petition form by the deadline, the CDP staff will determine the total number of valid signatures on the petition form by:

- **Prior to the Convention:** comparing it with a list of all DSCC Members (delegates). Note that this process is only applicable to the verification of Petition for Statewide Candidate Viability for Endorsement Consideration.
- **At the Convention:** comparing it with a list of those DSCC Members (delegates) that have credentialed for Convention.

If there are less than 300 signatures submitted for a petition process, no further verification is necessary because the signature threshold is not met. If there are more than 300 signatures, then the CDP staff will conduct a random sample.

Random Sample

CDP staff will verify the validity of the signatures filed using a random sampling technique of verification. CDP staff will verify 30 signatures or five percent of the number of signatures filed, whichever is greater. CDP will randomly select signatures off each sheet for verification.

Verification Process

Upon completion of this random sample, the CDP staff will take the percentage verified and multiply it by the total raw signatures submitted.

Fail to Qualify

If the total number of valid signatures is less than 95 percent (285) of the number of raw signatures required, the petition will fail to qualify.

Qualified

If the number of valid signatures is greater than 110 percent (330) of the required number, the petition is considered qualified without further verification.

Between 95 – 110 Percent

If the verified amount falls between 95 and 110 percent, the CDP staff will randomly sample and verify another 30 signatures and repeat the steps above. This process will repeat until either the results fall below 95 percent (fail to qualify), above 110 percent (qualify), or until all signatures are verified.

Observers

During the verification process, one observer is allowed for:

- Each campaign (in the event of endorsement-related petition)
- Each side of a Platform amendment (proponent / opponent)

There should be no interaction between the observers and the staff verifying the signatures. If a signature should require further verification, the lead staff will make the final decision.