



**“All Politics is Local”  
Tip O’Neill**

**Washington Days, 2007**

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## **Becoming a Precinct Person**

Each voting precinct in Kansas has a position for a Democratic Precinct Committeeman and a Democratic precinct Committeewoman. There are two ways in which you can become a Precinct Committeeman or Committeewomen:

### **I. By Election**

- A. Precinct committee people are elected at the primary election held every two years.
- B. To get your name on the ballot, you must file a Declaration of Intent to become a candidate with the County Election Office (the County Clerk in 101 counties, the County Election Commissioner in Johnson, Sedgwick, Shawnee, and Wyandotte Counties).
- C. After you file, your name will be placed on the ballot in the precinct of your residence under the Democratic Party label.
- D. Any Democrat who actually votes at the polls at the August primary in your precinct can cast a vote for you as a Precinct Committeeperson.
- E. If there is more than one person seeking the Committeeman or Committeewomen position, the winner is elected by a simple majority vote. A write-in vote is permitted.
- F. If no one files, the office appears on the ballot with a blank line for write-in votes. A person must receive five (5) write-in votes to be elected in this way.

### **II. By Appointment**

- A. If no one is elected at the August primary, or if a position vacancy is otherwise created, the Democratic County Chair may appoint a person to serve out the remainder of a Precinct Committeeperson's term.
- B. The Democratic County Chair appoints precinct people by writing a letter to the local county election officer.
- C. Once you are appointed, you are an official Precinct Committeeperson and a member of the county party central committee just as if you had been elected with one exception: an appointed precinct committee person cannot vote in meetings until after the county party has re-organized.

## **Successful Precinct Organizers do the following:**

- ✓ Remind Democrats in their precinct to vote on Election Day
- ✓ Remind Democrats where their polling place is
- ✓ Promote the usage of Advance Ballots to Democrats in their precinct
- ✓ Communicate often with County Chair and State Party
- ✓ Contact all the Democrats in their precinct by mail, phone or door-to-door
- ✓ Register new Democratic Voters
- ✓ Enlist New Volunteers to help win elections

## **Communicating with Voters in your Precinct**

Remember, face-to-face contact is the best way to influence a voter or remind them of the importance of the upcoming election. Phone-calls are the next best alternative, and will still increase Democratic participation in elections. Mail is again less effective, but much better than no contact at all.

All Democratic Precinct Organizers are asked contact the Democrats in their precincts at least twice before the election. You can also make a difference by recruiting volunteers. Volunteers will help build the Party, and make precinct organizing more fun.

The Kansas Democratic Party will be able to provide you with a list of Democrats in your precinct. These lists afford ample space to take notes related to each voter. It is your job to make sure the Democrats in your precinct cast their ballots for other Democrats. Candidates and their campaigns may also ask for your help in persuading swing voters and voters with other party affiliations.

## Voter Contact Checklist

Before you begin contacting the Democratic voters in your precinct make sure you are prepared. The following is a checklist of things you should know or materials you will need.

- ✓ A list of voters in your precinct
- ✓ Contact the Kansas Democratic Party at 785-234-0425
- ✓ Locate the polling place for your precinct
- ✓ Know who all the Democratic candidates are in your precinct. This information is available by contacting the County Elections Office or The Kansas Democratic Party.
- ✓ Know the number 785-234-0425 (KDP headquarters) for voters to call if they have questions you do not know the answer to.
- ✓ Voter registration and Advance Ballot forms (available on [www.ksdp.org](http://www.ksdp.org))

## Getting Out the Vote

Getting out the vote (GOTV) is one of the most important thing Precinct Committee People can do. If we don't get out the vote on Election Day and the weekend before, then everything we do between now and then is jeopardized. The final days are about closing the deal and getting our Democrats to cast ballots for other Democrats.

The State Party's Field Organizers can help coordinate GOTV activities and provide resources, literature and advice. Don't hesitate to call on them for their help during this crucial time.

### Sample Conversation

*"Hello, may I speak to (registered Democrat)?*

*My name is \_\_\_\_\_ and I am the Democratic Precinct Committeeman/woman for our neighborhood.*

*I just wanted remind you that Election Day is Tuesday November xth. I'd like to ask you to vote to re-elect [Congresswoman Nancy Boyda or other Democratic Candidate] and all of our other good Democratic candidates down the ballot.*

*Remember our polling place is located at \_\_\_\_\_.*

*Here are some materials about our great Democratic candidates.*

*Thank you very much and remember to vote on November 4th!"*

## **Advance Voting Request**

In the past, voting by mail was limited to voters who were unable to leave their homes or would not be in town on Election Day. Now we encourage all voters to register to vote by mail. To register, fill out an Advance Ballot application (available at [www.ksdp.org](http://www.ksdp.org)) and mail it to your county elections office.

Advance Ballots are convenient for voters and make it possible for Democrats to receive votes prior to Election Day. If you register a new Democrat, always encourage them to use an Advance Ballot. Advance Ballots are mailed to voters by the County Election Office 20 days before the election.

Every Advance Ballot cast before Election Day is one less vote we have to chase on Election Day. A strong Advance Ballot effort in the weeks leading into the election will allow us to reach more voters on Election Day.

As a Precinct Committeeperson you should ask everyone you know who is a supporter to apply for an Advance Ballot. The process is simple. They can fill out a form (sample provided on next page) and the Ballot will be mailed to them by the County Clerk's office. For the voters' convenience the Clerk will provide a return envelope with the Ballot.

You are also encouraged to vote with an Advance Ballot so you can dedicate more time on Election Day to turning out your precinct.

## Voter Registration

The strategy for registering voters varies in each precinct depending upon rates of turnover and the partisan composition. For this reason voter registration shouldn't be a priority for all Precinct Committee People. However, from time to time the Kansas Democratic Party will call on you to help with voter registration, especially in certain precincts.

Even though the strategy varies throughout each county and each precinct the following tips will help you generate new Democratic voters

- ✓ Always identify the person as a supporter of Democratic candidates before registering them to vote
- ✓ College Students or new neighbors need to register at their current address to vote in local elections. Newlyweds need to re-register if they have changed their name.
- ✓ Recent High School graduates or new citizens need to register for the first time
- ✓ Encourage all new registered voters to request an Advance Ballot and cast their vote early
- ✓ Assist newly registered Democrats by delivering or mailing their registration for them if necessary
- ✓ Inform them of their polling location
- ✓ Make sure the voter registration form is filled out completely

# **Kansas Democratic Party Staff**

## **Kansas Democratic Party**

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### **Staff**

Mike Gaughan – Executive Director  
Jenny Davidson – Communications Director  
Ashley Lynd – Director of Operations  
Lalo Muñoz – Finance Director  
Kenny Johnston – Technology Director

### **State Party Resources**

The State Party Field Team can provide the following resources for Precinct Committee People looking to elect Democrats in their precinct.

- ✓ Voter Lists
- ✓ Call Sheets
- ✓ Mail Lists
- ✓ Training Materials
- ✓ GOTV materials
- ✓ Door-hangers and Literature

## Other Helpful Resources

### Office of the Governor

Capitol, 300 SW 10th Ave., Ste. 212S  
Topeka, Kansas 66612  
Phone 1-877-KSWORKS (1-877-579-6757)  
Fax 785-368-8788

### Congressman Dennis Moore

#### Washington D.C. Office

1727 Longworth House Office Building  
Washington, D.C. 20515  
Phone: (202) 225-2865  
Fax: (202) 225-2807

#### Overland Park, KS Office

8417 Santa Fe Drive #101  
Overland Park, KS 66212  
Phone: (913) 383-2013  
Fax: (913) 383-2088

#### Kansas City, KS Office

500 State Avenue #176  
Kansas City, KS 66101  
Phone: (913) 621-0832  
Fax: (913) 621-1533

#### Lawrence, KS Office

901 Kentucky St., #205  
Lawrence, KS 66044  
Phone: (785) 842-9313  
Fax: (785) 843-3289

### Moore for Congress

PO Box 14631  
Lenexa, KS 66285  
Phone: (913) 888-4838  
Fax: (913) 894-0903

### Congresswoman Nancy Boyda

#### Washington D.C. Office

1711 Longworth House Office Building  
Washington, D.C. 20515  
Phone:(202) 225-6601  
Fax:(202) 225-7986

#### Topeka, KS Office

510 SW 10th Avenue  
Topeka, KS 66612  
Phone: (785) 234-8111  
Fax: (785) 234-9111

#### Southeast Kansas Office

The Stilwell Hotel  
701 N. Broadway, Suite A  
Pittsburg, KS 66762  
Phone: (620) 231-3011  
Fax: (620) 231-4011

#### Nancy Boyda for Congress

PO Box 1474  
Topeka, KS 66601-1474  
Phone : (785) 234-2251  
Fax: (785) 234-0066  
[change@NancyForCongress.com](mailto:change@NancyForCongress.com)

### Local Elected Democrats

To Find out who your local elected Democrats are please visit <http://ksdp.org/node/1529> or call the local County Clerks office or the Kansas Democratic Party.

## Glossary of Election Terms

**Advance Voting:** Allows people to vote by mail or in person at an election office 20 days before Election Day. To receive an advance ballot, one must submit an advance ballot application to their county election office or county clerk.

**Coordinated Campaign:** The Kansas Coordinated Campaign is administered by the Kansas Democratic Party. The KCC helps other campaigns share the cost of shared items (offices, staff, voter contact programs etc) by funding a coordinated effort.

**County Chair:** The head of the Party in each county and the chief spokesperson for the Democratic Party in that county.

**General Election:** The election that determines who will represent you in your government from the local to the national- level. This election happens in November or April, depending on the race.

**GOTV (Get-Out-The-Vote):** All voter contact activities designed to get voters to the cast their ballots. GOTV includes phone calls, literature drops and door-to-door canvassing.

**Yard Signs:** Yard Signs are large posters on stakes or wire placed on a supporter's lawn during the final weeks of the campaign.

**Lit-Drops:** Distribution of campaign literature in public places such as shopping centers or college campuses.

**Door-to-Door Canvassing:** Face-to-face appeals to a specified universe of voters.

**Persuadable Voter:** Voters who can be persuaded to vote for a candidate in a particular race, usually willing to vote for candidates of either party.

**Phone Banks:** Most commonly used form of voter contact for voter identification and voter turnout. Multiple phones in one location are used by volunteers to contact voters.

**Poll Watchers:** Volunteers who sit at the polls and keep track of all Democrats who have voted in a designated precinct. This allows campaigns to contact Democrats who have not yet voted.

**Primary Election:** The election held in August or February to chose the Democratic and Republican Party nominees for elected offices in the general election. The Democratic primary is open to Democrats and unaffiliated voters.

**Talking Points:** Brief points outlining the Party's or a candidate's position on the issues.

**Voter File:** An online database of registered voters for the entire state maintained by the KDP.