

**Application for Caucus Certification/Recertification
2023-2025 (initial certification cycle)
2023-2027(re-certification cycle)**

Name of Caucus/Proposed Caucus: _____

Sponsor Contact Mailing Address: _____

Sponsor Contact Email Addresses (please list phone and email of contact): _____

Sponsor Contact Phone Number: _____

1. Declaration Page of Caucus Sponsors – Attached as “Exhibit A” is a list of Caucus Sponsors, which consists of at least one percent (1%) of the full membership of the Democratic State Central Committee, with each person on such Declaration affirming by signature support for the official recognition of this Caucus, and further affirming that he or she shares the common identity, demographic or interest which defines this Caucus.

Initial: _____

2. The common identity, demographics or interest of these caucus sponsors is (which is reflected in Article II.B of the Bylaws):

Initial: _____

3. Roster of Members: Attached as “Exhibit B” is the complete roster of members, containing the names, addresses and phone numbers of all the members of the Caucus, and where appropriate, their email addresses. This roster additionally notes whether a particular member holds an office in the Caucus and/or has organizational responsibility for a particular activity.

Initial: _____

4. Officer Certification: As an officer of the Caucus, I certify that each member has indicated and affirmed that they are a registered Democrat or a person of voting registration or preregistration age (as defined in the Elections Code), who meets the eligibility requirements of Caucus membership and who is ineligible to register as a Democrat but has expressed an intent to register as a Democrat upon becoming eligible.

Chair’s signature: _____ **2nd Officer signature:** _____

5. Bylaws: Attached is an editable version of the Bylaws of the Caucus/Proposed Caucus, which is current, on file with the CDP and posted on our Caucus website (if an existing Caucus), and which has been revised to be in compliance with the Bylaws Review Checklist form and the Guidelines. No amendments to these Bylaws will be made until after certification/recertification and any amendments thereafter shall be made only in compliance with the pre-adoption review process prescribed by the CDP Rules Committee.

Chair’s signature: _____ **2nd Officer signature:** _____

6. Review Check form. Attached as “Exhibit C” is a Bylaws Review Check form to be filled out and approved by the Chair or other representative of the Rules Committee who has been designated by the Rules Committee to review our Bylaws.

Initial: _____

7. Officer information. Attached as “Exhibit D” is a roster of officers of the Caucus, with names, addresses, phone numbers and, where appropriate, email addresses. Such roster contains as a minimum a Chair, a [First/Principal] Vice-Chair, a Secretary, and a Treasurer. We further agree to keep this information current and advise the Secretary of the CDP of any changes therein. We understand and agree that it is the responsibility of the Caucus officers to inform the staff of the CDP of all of the information in Exhibit D for posting on the CDP website.

Initial: _____

8. Statement of Purpose and Intended Activity, and the Means of Accomplishing Same. Attached as “Exhibit E” is the Statement of Purpose and Intended Activity for the Caucus, with the means of effectuating/accomplishing same, as well as the self-promulgated measurable objective standards by which the Caucus shall evaluate its success each year of certification. If these are to be updated/changed during the certification cycle, I will submit them to the CDP Rules Committee for approval in accordance with the Guidelines.

Initial: _____

9. Previous certification. This application is for (fill in the bullet and initial next to the appropriate status):

- A Caucus which has been previously certified. **Initial:** _____
- OR
- A caucus which has NOT been previously certified, and as such, attached as “Exhibit F” is a statement as to why we content that Chartering as a Statewide Organization under Article XI of the CDP By-Laws would not be a more appropriate course of action. **Initial:** _____

10. Acknowledgments. In making this Application for Caucus Certification/Recertification, the Caucus agrees to provide the Chair(s) of the Rules Committee and the Secretary of the CDP the following, by February 7th of each year:

- a written report on the Caucus’ activities and progress towards fulfillment of the Caucus’ State of Purpose and Intended Activity, as evidenced through measurable objective standards; and
- a complete “Roster of Members” containing the names, addresses, phone numbers and, where appropriate, their email addresses, of all of our members, noting whether a particular member holds an office in the Caucus and/or has organizational responsibility for a particular activity.

Additionally, the Caucus agrees to provide Chair(s) of the Rules Committee and the Secretary of the CDP the following:

- Advance notification of any communications and of any proposed Bylaws changes (and to abide by the rules requiring approval thereof before the dissemination of such communications or proposals);
- Advanced notification of each of its caucus membership meetings, both regular and special; and
- copies of any amendments to the Bylaws of the Caucus adopted after certification, within ten (10) days of their adoption; and
- proof of the Caucus' continued adherence to and compliance with the findings of the Rules Committee as set forth in Article XI of the CDP By-Laws, if requested by the Rules Committee.

Initial: _____

11. Certification. As Chair and _____ of the Organization, we hereby certify
(Title of second certifying officer)

that all information provided in this Application is to the best of our knowledge true and correct as of the date below, and that the Caucus freely undertakes agreement to all points listed under item 10 of this Application for Caucus Certification/Recertification:

(Signature of Chair)

(Signature of second certifying officer)

(Date)

**DECLARATION OF SUPPORT FOR
OFFICIAL RECOGNITION OF THE
_____ CAUCUS
(EXHIBIT "A" - PAGE 1 OF 3)**

By signing below, I affirm that:

- A. I support the official recognition of the _____ Caucus,
and further that,**
- B. I share the common identity, demographic, or interest which defines said
Caucus.**

NAME (Print):

DSCC ID #

SIGNATURE

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____

**DECLARATION OF SUPPORT FOR
OFFICIAL RECOGNITION OF THE
_____ CAUCUS
(EXHIBIT "A" - PAGE 2 OF 3)**

By signing below, I affirm that:

- A. I support the official recognition of the _____ Caucus,
and further that,**

- B. I share the common identity, demographic, or interest which defines said
Caucus.**

NAME (Print):	DSCC ID #	SIGNATURE
16.	_____	_____
17.	_____	_____
18.	_____	_____
19.	_____	_____
20.	_____	_____
21.	_____	_____
22.	_____	_____
23.	_____	_____
24.	_____	_____
25.	_____	_____
26.	_____	_____
27.	_____	_____
28.	_____	_____
29.	_____	_____
30.	_____	_____

**DECLARATION OF SUPPORT FOR
OFFICIAL RECOGNITION OF THE
_____ CAUCUS
(EXHIBIT "A" - PAGE 3 OF 3)**

By signing below, I affirm that:

- A. I support the official recognition of the _____ Caucus,
and further that,

- B. I share the common identity, demographic, or interest which defines said
Caucus.

NAME (Print):	DSCC ID #	SIGNATURE
31.	_____	_____
32.	_____	_____
33.	_____	_____
34.	_____	_____
35.	_____	_____
36.	_____	_____
37.	_____	_____
38.	_____	_____
39.	_____	_____
40.	_____	_____
41.	_____	_____
42.	_____	_____
43.	_____	_____
45.	_____	_____
45.	_____	_____

California Democratic Party Bylaws Review Check Form (Exhibit C)

FOR RULES COMMITTEE USE ONLY - THIS EXHIBIT IS ONLY FOR CAUCUS AWARENESS

Name of Caucus: _____

Rules Chair/Representative designated for review: _____

Findings on review of the Caucus Bylaws:

A. These Bylaws are consistent with the California Democratic Party State Central Committee By-Laws as last amended on, November 20, 2022.

Initial: _____

B. These Bylaws contain each and every paragraph of the required Bylaws promulgated by the CDP Rules Committee in the order specified and without variation.

Initial: _____

C. All provisions of the Bylaws other than those contained in the required Bylaws promulgated by the CDP Rules Committee are in the sections where the required Bylaws allow for Caucus-specific rules and do not conflict, contradict, undercut, undermine, or otherwise create any tension with or ambiguity with respect to the required Bylaws.

Initial: _____

D. These Bylaws do not impose any impediments to full participation by those who have their dues waived.

Initial: _____

E. These Bylaws are consistent with the CDP Rules Committee's Policy Statement on the Open Meeting Rules, particularly with regard to: 1) providing that the public meetings of the Caucus are open to all registered Democrats; and 2) providing for timely Notice of agendas and meetings.

Initial: _____

F. These Bylaws recognize the obligations of the Caucus under the General Policies/Provisions of the Democratic State Central Committee of California, including a provision stating that the Caucus is prohibited from discriminating on the basis of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, gender identity, economic status or disability as defined by the Americans with Disabilities Act of 1990, and require appropriate accommodations for those who are disabled, whose first language is not English and who otherwise experience objective impediments to participation that are brought to the attention of Caucus leadership.

Initial: _____

As the Rules Chair/Representative designated to review the Bylaws of the Caucus, I recommend that the Bylaws of the Caucus be considered at least minimally sufficient, as per the current CDP Guidelines for Certification, Re-Certification and Decertification of Caucuses.

(Signature of Rules Chair/Representative) (Print Name of Rules Chair/Representative)

(Date)